

THE HIGHLANDS COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES  
GENERAL SESSION – JUNE 25, 2015  
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**BOARD OF DIRECTORS PRESENT:** Hugh Chewning  
William Baker  
George Malouf  
Neil Matsui

**BOARD MEMBERS ABSENT:** Don Geller

**MANAGEMENT REPRESENTATIVES:** Kim Dean, CMCA  
Lisa Munson  
Keystone Pacific Property  
Management, Inc.

**EXECUTIVE SESSION SUMMARY – JUNE 25, 2015**

The May 28, 2015 Executive Session minutes were approved, a violation and a procedure for violation letters were discussed.

**I. CALL TO ORDER**

The meeting was called to order by Board President, Hugh Chewning, at 6:30 P.M. at the Turtle Rock Community Center located at 1 Sunnyhill, Irvine, California.

**II. PROOF OF NOTICE OF MEETING**

Proof of notice was recorded by Management on behalf on the Board of Directors.

**III. HOMEOWNER FORUM**

No homeowners present.

**IV. CONSENT CALENDAR**

A motion was made, seconded and carried to approve the following items from the consent calendar, without further discussion: Motion carried 4/0.

A. **Approval of the May 28, 2015 General Session Meeting Minutes – RESOLVED**, to ratify the action taken and approve the May 28, 2015 General Session Meeting Minutes.

B. **Acceptance of Financial Statement – RESOLVED**, to accept the May 31, 2015 financial statement as submitted by Management.

**V. OLD/NEW BUSINESS**

A. **Landscape Extras Proposal** – No landscape extras proposals were available for discussion at this time.

B. **View Impairment Analysis** – Tabled to the July Board meeting.

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- C. **Turf Renovation** – A motion was made and carried to approve adding artificial turf samples #3 and #5 to the proposed rule change to require a three (3) foot separation from turf to turf. The Architectural Review Committee will draft the proposed rule change mail out, which will be sent to the membership. Motion carried 4/0.  
A motion was made and carried to approve a variance for 21 Purplesage to install artificial turf samples #3 or #5. Motion carried 4/0.
- D. **Reserve Study Discussion** – Management will inform Advance Reserve Solutions that the four (4) foot wrought iron fencing along Turtle Rock Dr. will not be replaced until 2017. Management <sup>MAY</sup> will also request ARS run a second reserve study to include Smart Timer Controllers at a cost of \$35,000.00 over a five year span. Motion carried. 4/0
- E. **Vinyl Fencing Discussion** – No action taken.
- F. **Dog Park** – No action taken.
- G. **Architectural Review Committee Update** – The Architectural Review Committee provided an update to the Board of Directors.
- H. **APN 463-441-09** – A motion was made and carried to approve a lien for collection of outstanding assessments and applicable charges. Motion carried 4/0.
- I. **Next Board Meeting Agenda** – Turf discussion regarding a Proposed Rule Change be added to the agenda.
- J. **Next Board Meeting** – The next Board of Directors meeting will be held on Thursday, July 23, 2015 at 6:30 P.M. at the Turtle Rock Community Center located at 1 Sunnyhill, Irvine, CA 92603.

VI. **ADJOURNMENT**

There being no further business, the meeting was adjourned at 7:50 P.M

ACCEPTED: \_\_\_\_\_



DATE: \_\_\_\_\_

7-23-15