

THE HIGHLANDS COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES  
GENERAL SESSION – JULY 23, 2015  
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**BOARD OF DIRECTORS PRESENT:** Hugh Chewning  
Don Geller  
William Baker  
George Malouf  
Neil Matsui

**BOARD MEMBERS ABSENT:** None

**MANAGEMENT REPRESENTATIVE:** 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 with the following items from the consent calendar to the June 25, 2015, without further discussion: Motion carried 5/0.

A. **Approval of the June 25, 2015 General Session Meeting Minutes – RESOLVED**, to ratify the action taken and approve the June 25, 2015 General Session Meeting Minutes.

B. **Acceptance of Financial Statement – RESOLVED**, to accept the June 30, 2015 financial statement as submitted by Management.

**V. OLD/NEW BUSINESS**

A. **Draft Reserve Study Approval** - A motion was made, seconded and carried to approve the 2016 draft reserve study as prepared by Reserve Analysis Report. 5/0

B. **Landscape Extras Proposal** – A motion was made, seconded and carried to approve the proposal from Artistic Maintenance, Inc. for a cost of \$18.50. 5/0

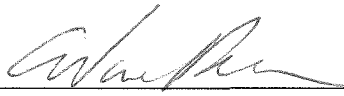
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- C. **View Impairment Analysis** – The Board Directors discussed and agreed to review at the next meeting in August on revising the Consolidated Architectural Standard to update the verbiage on View Impairment, E & F. The Board will review this item further at the August 27, 2015 meeting. 5/0
- D. **Synthetic Turf** – Derek Stucki, from Back Nine Greens was present to answer questions from the Board.
- E. **Proposed Artificial Turf Rule Change Discussion** – A motion was made, seconded and carried to rescind the June 25, 2015 Turf Renovation decision to use Home Depot artificial turf samples #3 and #5 and continue researching products with other vendors. A second motion was made and carried to rescind the variance granted for 21 Purplesage to install the Home depot product in the front yard. Management was directed to advise the ARC of the changes so the Architectural Guidelines can be revised in the future. Motion carried. 4/1. A motion was made, seconded and carried to rescind Artificial Turf installation in the front yards of the Association. 4/1
- F. **Discussion Regarding Mailbox Standards** - A motion was made, seconded and carried to approve the ARC to follow the guidelines on any homeowner changes needed, to send the homeowner a letter if not in compliance. A second motion was made, seconded and carried to approve the ARC to follow the same guidelines for paint and trim violations. 5/0
- G. **Architectural Review Committee Update** – The Architectural Review Committee provided an update to the Board of Directors.
- H. **Discussion Regarding Irrigation Controllers** – Tabled to the August 27, 2015 meeting. Louis with Artistic Maintenance, Inc. will provide additional information for the Board.
- I. **November/December 2015 Meeting Date** – A motion was made, seconded and carried to approve the Board meeting date for November 17, 2015 at the Turtle Rock Community Center. Motion carried 5/0.
- J. **Next Board Meeting Agenda** – Irrigation Controllers, View Impairment and Turf discussion regarding a Proposed Rule Change be added to the agenda.
- K. **Next Board Meeting** – The next Board of Directors meeting will be held on Thursday, August 27, 2015 at 6:30 P.M. at the Turtle Rock Community Center located at 1 Sunnyhill, Irvine, CA 92603.

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VI. ADJOURNMENT

There being no further business, the meeting was adjourned at 8:30 P.M

ACCEPTED: 

DATE: 8-27-15