

THE HIGHLANDS COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
GENERAL SESSION – SEPTEMBER 24, 2015
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BOARD OF DIRECTORS PRESENT: Hugh Chewning
Don Geller
George Malouf
Neil Matsui

BOARD MEMBERS ABSENT: John Baker

MANAGEMENT REPRESENTATIVE: Lisa Munson
Keystone Pacific Property
Management, Inc.

EXECUTIVE SESSION SUMMARY – AUGUST 27, 2015

The July 23, 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 7:18 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 with a minor revision to the August 27, 2015, without further discussion: Motion carried 4/0.

A. **Approval of the August 27, 2015 General Session Meeting Minutes – RESOLVED**, to ratify the action taken and approve the August 27, 2015 General Session Meeting Minutes.

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

V. OLD/NEW BUSINESS

A. **Landscape Extras Proposal** – A motion was made, seconded and carried to approve the proposal #1200-409-282 from Artistic Maintenance, Inc., to install chicken wire around rose planter on Southern Wood corner for a cost of \$50.00. 4/0

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- B. **Tree Trimming** – This item was tabled until the October 22, 2015 meeting. Louis with Artistic Maintenance, Inc., will review our history and provide a detailed tree trimming plan proposal. 4/0
- C. **View Impairment Analysis** – Neil Matsui – Landscape Committee, presented the Board of Directors with proposed guidelines on view impairment. The Board of Directors discussed and agreed to make two changes and remove the recommended tree pallet # E, from the current Consolidated Architectural Standards. The final draft will be reviewed at the meeting in October. 4/0
- D. **Synthetic Turf Modification to Architectural Standard Discussion**– A motion was made, seconded and carried to approve adding Synthetic Turf by Back Nine Greens, approved synthetic turf products # SL 958 and # SL 354 to the Consolidated Architectural Standards. 4/0
- E. **Architectural Review Committee Update** – The Architectural Review Committee provided an update to the Board of Directors.
- F. **Discussion Regarding Irrigation Controllers Proposal/ Discussion** – A motion was made, seconded and carried to approved the proposal from Artistic Maintenance, Inc. to install new irrigation controllers with a contingency that Skyview Homeowners Association provide written approval for Highlands to lay conduit over approximately eighty (80) feet of Skyview Homeowners Association property. The correspondence will be reviewed at the October 22, 2015 meeting. The reserve funds and other funds from the budgets for Irrigation Equipment, Electric Meter Pedestal and Contingency will be used to fund the Irrigation Controller project. 3/1
- G. **Nordic Security Discussion** – This item was discussed and Nordic Security will authorize credits for September, October, and November 2015, due to poor performance during the summer months of service.
- H. **Next Board Meeting Agenda** – Irrigation Controllers, View Impairment, Nordic Security for patrolling services and Turf discussion regarding a proposed rule change be added to the agenda.
- I. **Next Board Meeting** – The next Board of Directors meeting will be held on Thursday, October 22, 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 9:14 P.M

ACCEPTED: _____



DATE: 10-22-15