

**TURTLE ROCK HILLS COMMUNITY ASSOCIATION
APPROVED MINUTES OF THE REGULAR MEETING HELD
June 14, 2016**

CALL TO ORDER

Meeting was called to order at 6:34pm.

Meeting was held at Turtle Rock Community Center, 1 Sunnyhill Drive, Irvine, CA.

Directors present: Jackie Moody, Diane Lawrence, Madonna Saxton and Jeff Mayer.

Motion was made by Director Mayer, 2nd by Director Lawrence to appoint homeowner, Anne Skiver to serve on the Board of Directors until the November 2016 election. All in favor, Motion carried.

HOMEOWNERS FORUM

Owners represented: 18802 Via San Marcos, 18845 Via Palatino, 18801 Via San Marcos, 18856 Via Messina

Architectural

18802 Via San Marcos

The daughter of the owner, on behalf of the owners, submitted a home improvement application and plans for remodel. A check in the amount of \$500 was received as an architectural deposit. The Board informed the daughter (1) that the owners needed to obtain signatures of all affected homeowners on the plans, (2) that the Board would review the plans and discuss them at the next Board meeting, and (3) that the owners should attend the next board meeting scheduled for July 12, 2016. The Board also informed the daughter that no work can be performed on the residence until the plans are approved by the Board.

18845 Via Palatino

The home improvement application and revised plans for a one story remodel of home that were submitted at the May Board meeting were discussed by the Board. A check in the amount of \$1720.50 was received for the architectural deposit. Motion was made by Director Mayer, 2nd by Director Saxton to approve the plans as submitted. All in favor, Motion carried

MINUTES

The Board reviewed and approved the May 10, 2016 minutes. Motion made to approve was made by Director Moody, 2nd by Director Mayer. All in favor, Motion carried.

FINANCIALS

The board Treasurer, Director Saxton submitted the Treasurer's report for January –April 2016. Motion was made by Director Lawrence, 2nd by Director Moody to approve the report as submitted pending final review by CPA at year end. All in favor, Motion carried

BUSINESS

The Board reviewed the information of the anticipated changes to Pacific Premier Bank in July. Signature card signing was tabled until the Board had an opportunity to review the bank's account agreement and cash management agreement. Signature card signing will be on the agenda for the July 12, 2016 meeting.

A recent letter from the management company to owners regarding the pending banking changes was incorrect as it stated that dues are monthly and not bi-annually. The Board requested that going

forward no correspondence is to be mailed to Turtle Rock Hills members without first submitting to the board of Directors for review and approval.

Reserve Study Update

The Board reviewed the bid for the annual reserve study to be completed by Advanced Reserve Solutions. An update is needed at a cost of \$450.00. Motion was made by Director Moody, 2nd by Director Saxton to approve the updated study to be completed. All in favor, Motion carried

Newsletter

Director Lawrence will revise the proposed newsletter prepared by the manager for the upcoming July newsletter to members.

LANDSCAPE

The Board reviewed the landscape report for June.

The Board reviewed the bid submitted by Seacrest Landscape for planting on Turtle Rock Drive for the planting of 32-5 gallon cape honeysuckle to be planted where Yucca Trees were removed. Motion was made by Director Moody 2nd by Director Mayer to approve the planting at a cost of \$768.00. All in favor, Motion carried.

The Turtle Rock Hills Board of Directors chose 18782 Via San Marcos for the June 2016 "Home of The Month" recognition.

The Board tabled the easement issue until the July meeting.

ACCOUNT REVIEW

No action at this time

There being no further business, Motion was made by Director Moody, 2nd by Director Lawrence to adjourn the meeting at 7:48pm.

Minutes submitted by Bonnie Atkinson, Manager

Approved: July 12, 2016