

# Hiller Highlands Four Association

Quarterly Newsletter  
Second Quarter 2007

30 Schooner Hill  
Oakland, CA 94618

*The Hiller Highlands Four Bulletin is published quarterly. If you have an item to be included, please leave the information in the mailbox at 30 Schooner Hill.*

## 2007 Election Results

Hiller Highlands Four Association has conducted elections according to new state laws. This election of two members of the Board of Directors and bylaws changes was conducted by secret ballot.

Gordon Seligson was the selected by the Board to serve as the Election Inspector, in accordance with the new state law election requirements. At the May 16, 2007 BOD meeting, Gordon opened the inner-envelopes, counted the ballots, and certifies the results.

Number of Ballots returned: 57 of 80

Result: **Membership majority requirement satisfied**

Ballot proposal to amend the Bylaws in accordance with the new State Laws:

In favor of all proposed changes - 56 votes

Opposed to all proposed changes - 1 vote

Result: **Bylaws are hereby amended**

Board of Directors

Bob Kuzma - 54 votes

Pauly Langguth - 57 votes

Result: **Bob Kuzma and Pauly Langguth elected to two-year term**



### New Board and Committee Positions selected

Bob Kuzma has decided to step aside as the Association President and ACC Chair. David Spellmeyer agreed to serve as President for the 2007-2008 term. Pauly Langguth will replace David as Secretary, and Bob Kuzma will replace Pauly as Treasurer. The Board unanimously agreed to the new assignments. The new composition of the Board, and committee chair assignments are as follows:

#### Board of Directors

President

David Spellmeyer (23 SH)  
dspellmeyer@mac.com  
510-883-1951

Secretary

Pauly Langguth (3 CC)  
pl2gs@sbcglobal.net  
510-549-9081

Treasurer

Bob Kuzma (7 CC)  
robbil32@pacbell.net  
510-981-1445

Vice President

Tom Kremen (63 SH)  
tkremen@yahoo.com  
510-666-8899

Vice President

Dick Saalfeld (5 CC)  
dsaalfeld@sbcglobal.net  
510-843-1088

#### Architectural Control Committee

Chair

George Innes (2 CH)  
gainnes@wellsfargo.com  
510-486-1902

Members

Bob Kuzma (7 CC), David  
Spellmeyer (23 SH), Keith Beckwith  
(14 SH), Helen Marshall (1 CH),  
Susan Tianen (4 CH)

#### Landscape Committee

Chair

Barbara Schindler (1 SH)  
510-841-7753

#### Streets and Lights Committee

Chair

Gordon Seligson (6 CH)  
sixch@ix.netcom.com  
510-845-1216

#### Parking Committee

Chair

Dick Saalfeld (5 CC)  
dsaalfeld@sbcglobal.net  
510-843-1088

#### CORE

Representative

Helen Marshall (1 CH)  
510-704-0500  
helen.bayareahomes@gmail.com

#### Welcome Committee

Gary Dougan (17 CC)  
510-841-1552

#### Event Planning

This is an ad hoc committee. We are looking for several volunteers to help coordinate the Fall Social. Please call Pauly Langguth to volunteer.

# Thank you!



## **Volunteers who help make Hiller Highlands Four Association a success**

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### **Standing Committee Volunteers**

#### **ACC**

The Architectural Control Committee reports to and advises the BOD on issues related to maintenance of homes to minimum standards. The committee is responsible for monitoring for conformity to architectural rules, for approval of any work plans, and for suggesting changes to the ACC rules.

Bob Kuzma (7 CC) has chaired and coordinated the activities of the ACC for the past 4 years. He is stepping aside as Chair, and we are pleased that Bob has agreed to remain a member of the ACC.

George Innes (1 CH) has been a long-term committee member. George has kindly agreed to take on responsibilities for the Chair position.

Keith Beckwith (14 SH) has been a long-term committee member.

David Spellmeyer (23 SH) has completed 3 years on ACC

Helen Marshall (1 CH) - joined the ACC in May

Susan Tianen (4 CH) - joined the ACC in May

#### **Landscape Committee**

The Association has the obligation and duty to maintain, repair and restore all landscaping within the Common Areas of the Association.

Barbara Schindler (1 SH) has been responsible for planning and coordinating grounds and landscape upkeep for many years. She walks the neighborhood many times during the week, looking for ways to improve on the beauty of our Association common areas. Barbara would be able to help identify plants for those of you who are gardeners. She also coordinates the activities of our grounds keeper service provider, Cleary Brothers.



#### **Streets and Lights Committee**

Gordon Seligson (6 CH) has chaired this committee for 4 years, and has served on the committee much longer. Gordon coordinates repainting of the red zones, repairs to concrete curbs, straightening of signs hit by delivery trucks, replacement of signage due to age, street resurfacing, installation of new lights, and ensures that the lights function properly at night.

#### **Parking Committee**

Dick Saalfeld (5 CC) has chaired our parking committee for the past 3 years. Dick works with the BOD and our homeowners to ensure that our roads remain safe and open for emergency vehicles and to ensure our parking rules are enforced uniformly throughout the neighborhood.

#### **CORE**

Bill Hunt (7 CC) steps down as our representative to the Citizens of Oakland Respond to Emergencies for the past two years. Bill has coordinated our efforts to respond to emergencies in collaboration with other neighborhoods, has kept our emergency shelters stocked and functional, and has trained neighbors in the use of emergency supplies. Thank you for your service!

Helen Marshall (1 CH) has kindly agreed to be our representative, effective in May.

#### **Street and Rail Painting Group**

Gordon Seligson (6 CH) and Suzanne Barr (5 CH) repainted the blue railings on Association common areas. Because of their efforts, the Association incurred no costs for professional painters. Thank you!

#### **Welcoming Committee**

Gary Dougan (17 CC) planned and worked with the BOD to create this new committee to welcome our new neighbors.



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*Running the Association requires the dedication of many volunteers. If you are interested in volunteering with the Association, please contact one of the Board or Committee Members.*

# Thank you!



## *Volunteers who help make Hiller Highlands Four Association a success*

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### **Annual Meeting Planning and Setup**

Hiller Highlands Four Association holds the Annual business meeting on the first Wednesday each April. We take the opportunity to gather the homeowners together for a social event prior to the meeting. As in the past, our volunteers have helped to plan the gathering, to set up the meeting hall, to greet neighbors, and to serve drinks and hors d'oeuvres, and to clean up after the general meeting. Planning and coordination is crucial to a successful and enjoyable time. Thank you to all of these volunteers!

Pauly Langguth (3 CC)  
Gordon Seligson (6 CH)  
Suzanne Barr (5 CH)  
John Barr (5 CH)  
George Innes (2 CH)  
Sandy Innes (2 CH)  
Margaret Kreider (11 SH)  
Rosemary Paterson (46 SH)  
Irene Kan (17 SH)  
Janet Saalfeld (5 CC)  
Dick Saalfeld (5 CC)  
Tom Kremen (62 SH)

### **Elections**

Gordon Seligson (6 CH) served as our election inspector. This position is legally mandated by the State for Homeowner's elections. We are thankful that Gordon (who is an election inspector for Alameda County) was able to serve the Association in this capacity.

### **Bentley Mediation**

Bob Kuzma (7 CC) has dedicated approximately 20 hours per week for about 6 months to represent

the greater Hiller Highlands area on the Bentley School arbitration committee. His efforts have been aimed at making sure that the area is safe for emergency vehicles and egress in the event of a major emergency, such as fire or earthquake.

### **Fall Social Planning**

Pauly Langguth (3 CC) has agreed to serve as the head of the planning committee for a fall social. Anyone wanting to help out, please contact Pauly at your earliest convenience.

### **Board of Directors**

The BOD is the elected corporate management body for the HHIV Association. The BOD represents our common interests in keeping value for the corporate members (homeowners) by coordinating the finances, services, committee assignments, and upkeep of common area property.

Bob Kuzma (7 CC) has decided to step aside as Association President, a role he has held for the past 2 years. He has agreed to take the role of Treasurer, effective in May.

Pauly Langguth (3 CC) steps down as Treasurer, a position she has held for the past year.

Dick Saalfeld (3 CC) completed his second term as Vice President.

Tom Kremen (63 SH) completed his first term as Vice President.

David Spellmeyer (23 SH) steps aside as Secretary, a position he has held for 3 years.

### **Flowers, Gateway Garden, and Memorial Garden**

Gordon Seligson (6 CH) for his work on the memorial gardens, petunias, creating and maintaining beauty in the neighborhood.

### **ECHO**

Cheryl Brodsky (4 CH), George Innes (2 CH), Bob Kuzma (7 CC), and David Spellmeyer (23 SH) all attended an all-day Seminar on Saturday, June 2.

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## **Did we Miss you?**

The newsletter Thank You! are intended to highlight and recognize the neighbors who have contributed to Hiller Highlands Four Association during the first half of 2007. The efforts of these volunteers help to run our Association and to keep our Association costs and assessments low.

We have made an attempt to be comprehensive. However, we have a lot of volunteers, and we are likely to have missed out on a few. This is not intended as a slight, but is an oversight. If we have made a mistake of omission, please let us know and we will correct the oversight in future newsletters.

# Reserve Analysis Update

Hiller Highland Four Association will be updating the Reserve funding estimates and plan during 2007. The Association keeps a reserve fund to ensure that we have funds to repair or replace infrastructure elements when needed. Examples include the streets (asphalt), curbs and walks (concrete), retaining walls (concrete and wood), streetlights, railings, signs, and the irrigation system. California requires that we estimate expenditures for 30 years.

Our last reserve analysis, completed in 2004, showed the Association to be over-funded. Fortunately, the estimates for repairs and replacements have been quite accurate, and our expected annual expenditures have been on target.

However, energy costs and construction costs have increased substantially in the intervening 3 years. We will undertake a comprehensive review of the infrastructure elements, their lifetime estimates, and replacement cost estimates. Of course, we will be using a Reserve Specialist to complete the evaluation to ensure that experts generate these estimates. Future issues of the newsletter will summarize the results of the 2007 analysis, including any impact on assessments.

Our reserve analysis study inspector will be here on Monday, June 25. She is going to be walking around looking at the retaining walls, streets, and landscaping, and is from Applied Reserve Analysis.

## Landscape water usage

One of our largest budget items is water for our beautiful landscaping. Our total cost can be determined by changes in water prices and overall water usage, which depends on two variables, overall dryness or wetness, and waste due to leaks in the system. The landscape committee is dedicated to controlling water costs, while maintaining the vegetation. Our primary source of control is through the identification and elimination of leaks to our system in a timely manner. Our grounds management service, provided by Cleary Brothers of Danville, is providing us with biweekly updates on our water usage. This helps us to identify potential leaks quickly.



The past winter rainy season was quite dry by historical standards and by recent years. As such, we can anticipate higher-than average water expenses. We are seeing this in our water bills. Our last water bill was \$1884.84, which is nearly 83% above last year at the same reporting period. In order to keep our costs as low as possible, we need your help. Please call Barbara Schindler if you see or hear any possible leaks in our watering system.

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## Exclusive Use of Common Areas

Quite a number of state laws have changed the way that HHIV must conduct business. The BOD has been responding to these changes as we conduct business and identify changes in the law. Recently, we discovered that we needed to document all pre-existing easements into common areas, such as fences and patios that were re-built to pre-fire footprints.

## Welcome to our new neighbor!

Donald Yost  
59 Schooner Hill

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## 2007 Board Meetings Dates

July 18  
September 19  
November 21

All meetings are scheduled  
for 7 PM  
at Hiller Country Club

Contact Pauly Langguth for  
questions about BOD meetings.  
The Board of Directors meetings are  
open to all residents

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## Pursel Quality Paints has Moved!

The new address is  
875 Potter Street  
Berkeley, CA 94710  
(510) 845-7525  
(same number as before)  
They have our paint colors on file

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**Please visit the HHIV  
website at:  
<http://www.hhiv.org>**

## General Business Items from the Committees

### Financial Information

Bob Kuzma - Treasurer

The April 2007 financial statement is attached for your review.

### Parking Committee

Dick Saalfeld - Chair

If you notice a violation of the Parking rules and regulations, please notify Dick Saalfeld by phone or by e-mail. All complaints must identify the car and car owner and must include dates, times, location, and specific violation(s) of the rules.

### Landscape Committee

Barbara Schindler - Chair

If you would like to make alterations in the landscaping in front of or around your home, please contact Barbara. The Association is responsible for all landscape maintenance.



A reminder: the **maximum speed limit** on our private streets is 15 miles per hour. There have been several near misses on the Schooner Hill curves.

Drivers should drive on the right-hand side of the street. Please drive more slowly when conditions dictate, such as fog, in the rain, or at night.



### Garbage & recycle containers

Thank you to all of our neighbors who set recycling and garbage bins outside no earlier than Sunday evening or early Monday morning.



This helps keep our neighborhood clean and attractive and keeps us in compliance with the City ordinance.

Due to changes in State Law, all future grants of "Exclusive Use of Common Area" must receive 67% vote from membership. Existing easements which have been granted must be documented in Association records. Since most Association documents were burned in the fire of 1991, the Association must document all pre-existing easements into common area. The Board documented and formally approved a previous e-mail vote of April 28, 2007 to:

- legalize the existing extensions into common area property that have not been recorded with the City, or whose records have been lost, and
- transfer the burden of management and maintenance of any common area that is generally inaccessible and is not of general use to the membership at large of the association.

This action, recommended by Ann Rankin, the Association Attorney, is to formally recognize in Association records the legal easements previously granted to various homeowners to have the exclusive use of certain common areas near their units. These areas are usually extensions of rear patios which were rebuilt to previous dimensions after the fire. Before the rebuilding of these existing structures can be permitted, a "Hold Harmless and Indemnity Agreement" must be recorded with the City if one doesn't already exist.

The specific areas include: side patio area of 22 SH, side path of 2 CH, rear area of 6679 CX, rear patios of 25 SH, and 57 SH. The brick path behind 23 SH is not an easement and is considered Association common area property.

Again, according to State Law, any and all future granting of easements must receive the 67% vote of membership as required by the new law.

## Parking

The HHIV Board of Directors has allowed a temporary suspension of the parking rules to the residents of 65 SH and 67 SH while home improvements were being made. This suspension of rules has always received complaints from Association residents. It has also led to the perception that the Association will allow infractions of the parking rules. As a result, the BOD has insisted on compliance of all parking rules and CC&R requirements from all homeowners. A letter to the homeowners detailing the requirements is available upon request.

Per Hiller Highlands Four Association CC&Rs Section 3.1.15 GARAGES: Each owner shall be responsible for the maintenance and repair of the interior of the Garage included within his Lot. Garages shall be used only for parking of motor vehicles, storage and workshop pursuant to such rules as the Association may from time to time adopt. Notwithstanding other permissible uses of space in Garages, Lot Residents owning one or two motor vehicles shall leave such garage space or spaces available as shall be required for the regular parking of said vehicle or vehicles.



This means that homeowner's garages are to be used for the parking of two vehicles. The use of a locked garage for vehicle parking reduces the likelihood of vehicle theft, vandalism, or break-in.

Homeowners are allowed to park on driveways if and only if two cars occupy the garage. Members who continue to park a car on their driveways may be required to provide documentation that the garage is in use for two cars. Fines for violations are \$40 per day per incident.

The "wide-outs" at the end of Schooner near the 65 SH, 67 SH and 72 SH are subject to the standard parking rules, and are not to be used for parking spaces by any resident or guest for more than 5 hours. Parking for guests is provided for and is clearly marked for use. The 72-hour maximum parking is for guests only and not residents.

## ECHO Annual Meeting

Hiller Highlands Four Association is a member of ECHO, the Executive Council of Homeowners, which provides our volunteers with a wealth of information on how to conduct Association business appropriately. Membership provides us with advice from leading experts in law, accounting, association management, insurance and maintenance, as well as an extensive network of professionals as potential service providers. ECHO's 2007 annual meeting was held in Santa Clara on June 2. A total of 16 presentations and Q&A sessions were included in four tracks. Speakers included top experts in diverse areas of association business activities, including:

### Board Basics -

- \* Administration (Includes Disclosures)
- \* Legal
- \* Financial (Includes Disclosures)
- \* Insurance

### Legal -

- \* Legislative Update
- \* Amending Governing Documents
- \* New Voting Law Redux
- \* Management of Member Discipline

### Management & Financial -

- \* Establishing a Good Banking Relationship
- \* Association Finances Status
- \* Update on Earthquake Insurance
- \* New Towing Requirements

### Maintenance -

- \* Updating Landscapes at Your Association
- \* Making Major Contracts
- \* Handling Defects in Recent Construction
- \* The Art of Communication

Cheryl Brodsky (4 CH), George Innes (2 CH), Bob Kuzma (7 CC), and David Spellmeyer (23 SH) all attended the ECHO meeting.

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## Vandalism of Memorial Gardens

Gordon Seligson tells us that the Memorial Gardens, which commemorates the Oakland Hills Fire, has been vandalized. According to the Oakland Tribune ([http://www.insidebayarea.com/search/ci\\_6157660](http://www.insidebayarea.com/search/ci_6157660)), plaques containing names of the 25 people who perished in the fire have been stolen. In addition, two bronze tree sculptures were stolen and another damaged. Police would like to talk to anyone who may possess or have sold some of the items taken or was approached by anyone trying to sell them. Police and Crime Stoppers of Oakland are offering as much as \$5,000 in reward money for information leading to the arrest of the suspects. Anyone with information can call police at 238-3951 or Crime Stoppers at 238-6946.

## Oakland Police and Fire Contact Numbers

### Emergency Police or Fire - from a Land Line phone - 911

Use this number from your land line phone to report emergencies if a situation is a matter of life or death and/or the suspect is still present. Use this number to report a fire.

### Emergency Police or Fire - from a Cellular phone - 510-777-3211

Use this number if you are using a cell phone to report an emergency. This is important, as 911 dialed on a cell phone in Oakland will be received by the California Highway Patrol and NOT the Oakland 911 center.

### Non Emergency Police - 510-777- 3333

For non-emergency assistance requiring a police response. Call if a crime has already been committed and the suspects are not present and the situation is not a matter of life or death.

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### Attachments, Enclosures, and Filing

The Income/Expense and Balance sheets should be filed in Section 8 of your Hiller Four Information binder, this bulletin in Section 7, and the Rules in Section 6

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### Contributions to the Newsletter

Please contact David Spellmeyer if you would like us to consider material for the quarterly newsletter.

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*Hiller Highlands Four Association is a Planned Unit Development ("PUD"), which operates under the provisions of California's Davis Stirling Act. An elected Board of Directors is responsible for operation of the Association, including enforcement of the various rules and regulations that are part of a PUD. Each owner and resident has been provided a "Hiller Four Info" binder with the current rules and regulations, if you are missing the binder or are not sure if the contents are current, contact the Secretary.*