

Hiller Highlands Four Association
Minutes of the Board of Directors, January 19, 2011, Highlands Country Club

The meeting was called to order at 7:05 PM by President Cheryl Brodsky. Board members present: Bob Farwell, Herb Holman, Mary Ellen Smee and Gordon Seligson. Committee Chairs present: Pauly Langguth, Janet Saalfeld, Bob Kuzma and Barbara Schindler.

The minutes for November 17, 2010 were approved as revised.

Correspondence

No correspondence.

Old Business

Landscape RFQ

Palmer Hill with Cleary Brothers made a presentation on the history of our work together and also provided a more detailed description of the work that Cleary will perform. He indicated that Cleary will initiate a 4 man crew during the busy part of the year and that likely no great benefit of using blowers the majority, if not all of the time due to the lack of debris generally.

Cleary Brothers, including Luis, have been on the job since the project was re-built and know the project very well. Of note is that much of the hand pruning is done by the crew while tree maintenance is normally separately charged in most contracts. Also, quarterly fertilizing is included in base price. Water usage is substantially below standard use for the size as Cleary monitors the system for leaks on a weekly basis and does monthly system checks at no additional charge. Any major problems are billed at \$65 per hour plus parts. The Cleary workers receive benefits, including health insurance and 401k.

Mary Ellen pointed out that we have no backup to Barbara or Luis and do not have any documentation on the landscaping position duties. It was suggested that this be remedied so that we have a backup plan should it be needed. For instance, Phase V has a landscape committee of 9, with each committee member responsible for a separate section of the common area. We need volunteers to provide backup for Barbara and to prepare a summary of the responsibilities of the landscape committee.

Further study on the revised Cleary contract as well as understanding the similarities and differences among the various bids is required; therefore, a vote on the landscape contract was tabled until the March meeting.

New Business

Succession of the board was discussed. Cheryl indicated that she will continue to serve but will no longer be president due to the time constraints and being away so much of the time. Gordon has agreed to stay on the board. Herb Holman and Bob Farwell are undecided. We need to find more volunteers.

Treasurer's Report – Gordon Seligson

Two owners are delinquent at least \$1,700 each (1 year) on HOA dues – 45 SH and 25 Captains Cove. No other items to report.

Welcome Committee – Janet Saalfeld

The Petrini's were welcomed back to the neighborhood.

It was noted that we need volunteers for the annual meeting and fall social as this is not the Welcome Committee's job. We need volunteers to take responsibility. One name suggested was Chuck and Frangee Bailey.

ACC – Bob Kuzma for George Innes

EBMUD is enacting a new requirement to have sewer laterals inspected when a home transfers. This will likely cost \$150 to \$200 per inspection. While the HOA is responsible for common laterals, a motion to have the HOA be responsible was tabled. It was suggested that the HOA might be responsible for coordinating the inspection but it would bill the escrow agent for the cost.

The Board considered information, including input obtained from the Association's Legal Counsel, regarding a request from the homeowner of 6677 Charing Cross Road. This request would involve use of a small strip of HH4 Common Area enclosed by a fence. Board approval was sought to grant exclusive use of this strip of soil to the homeowner. The Board concurred that the transfer of this area, which is essentially inaccessible and not of general use to the membership of the Association at large, meets one of the exceptions of the Davis-Stirling Act and can therefore agree to transfer the burden of maintenance and management of this area to the homeowner. The situation is covered by a provision set forth in CA Civil Code 1363.07 (E). Under this provision, Board action is sufficient for exclusive use approval without the need for a vote of the Membership.

The Board approved a motion granting exclusive use of the area in question to the homeowner, Mark Santos, subject to his executing a "Hold Harmless Agreement", prepared by the Association's Legal Counsel.

Landscape – Barbara Schindler

Barbara has requested a cost proposal for mulching for 2011.

Streets and Lighting – Gordon Seligson

No items.

Parking

No complaints received. Some owners continue to violate the parking rules regarding parking for more than 5 hours on the curb.

CORE – Pauly Langguth

We need to submit a roster of four block captains and alternates to the police department for the neighborhood watch program but otherwise meet all the requirements to initiate the program. Once we submit the roster, we can erect two neighborhood watch signs on the property, which will be ordered.

This is an annual reminder to update/replace earthquake/fire disaster supplies.

Bulletin – Bob Kuzma

The most recent bulletin was excellent; however, the cost is \$5 per copy, which is rather high. It was suggested that this could be sent electronically to those that have agreed to receive correspondence by email to control costs.

Announcements: None.

The meeting was adjourned at 9:00 PM.

The next meeting of the Board is Wednesday, March 16, 2011 at 7:00 PM at the Highlands Country Club.

Respectfully submitted,

Bob Farwell, Secretary