

**Hiller Highlands Four Association
Board of Directors Meeting
Wednesday, July 18, 2012
Hiller Country Club**

Board Meeting

The meeting was called to order at 6:10pm by President Robert Farwell. Board members present Walter Schindler and Julie Petrini. Committee chairs present: Bob Kuzma, Pauly Langguth, Janet Saalfeld, Dick Saalfeld and Barbara Schindler. Others present: Cheryl Brodsky, Past President.

The minutes for May 16, 2012 were approved.

Old Business

Bob Kuzma was attempting to find documentation from past minutes documenting the drainage issue behind 7 Schooner Hill. This problem was an issue from 15 years ago. As of yet, he has been unable to find any related to that issue.

Bob Kuzma reported that the painting of 61 Schooner has been completed by the owner.

Walter Schindler reported that the owners of 3 Schooner Hill have paid all past due assessments.

The Board asked Dick Saalfeld to consider revising the details of the parking rules to make them clearer in an effort to improve compliance. Dick distributed the current forms, rules, warnings and violation policy. He discussed the following clarifications:

- Try to identify the owner of the vehicle;
- If the owner is identified, then ask the owner to comply with the rules;
- If the vehicle is a repeat offender and you know the ID of the owner, then tag the car with a date and description and inform the owner that he/she is subject to a \$40 fine or towing of the vehicle and is responsible for the towing charge.
- If the owner's ID is not known and the vehicle has been on the street more than three days, then you can call OPD Abandoned Vehicles and they will tow the car. ([510-777-8622](tel:510-777-8622))

Before instituting any changes, the Board asked Dick Saalfeld to contact ACT Towing (the company named on the signage in visitor parking), the company that specializes in private property tows, to verify the protocol and expense liability if they are requested to tow a vehicle. Dick Saalfeld is to report back at the next

meeting and provide the cost information. If the decision is to start towing, the Board agrees that it needs to be done consistently to minimize risk.

The Board feels that a CC&R update is needed that addresses parking, foreclosure property transfers and refinements and other modifications due to the age of the document and needs for clarity. Cheryl Brodsky agreed to work on getting the CC&Rs update and will ask the Board to take portions of the document and highlight areas of concern and submit proposed changes to Cheryl. Cheryl will then work with Ann Rankin to make the modifications. She will also ask Ann to identify anything that may be missing. Walter Schindler asked that the Table of Contents be condensed and that the electronic version should be formatted so that parts of the table of contents can be linked separately.

Robert Farwell gave an update on the issue with the Malm's and the request to remove trees. A revised estimate of \$13,165 was sent to the Malm's. The complete estimate includes: tree removal, irrigation, replanting, retaining structures on the hillside and mulch. They will need to be responsible for the entire expense. As of yet, no response has been received from the Malm's.

Treasurer's Report

The Financial Report was distributed along with statements and reconciliations. The Board approved the reports.

Walter Schindler reported that the escrow for 45 and 49 Schooner closed in June. The new resident owners of SH 49 are Jeff Chain and Andrew Collier. Edward Hemmat is the new owner of SH 45. Walter Schindler is attempting to make contact with Mr Hemmat who has yet to respond to his calls. He has been unable to identify the renters of the property. He also reported that the Eastman's at SH70 will be listing their home for sale this week with an open house on Sunday.

There is one overdue account: Dawson CC25 now owes \$2,480.81. The delinquency meets the collection threshold and the Board approved referring this account to Allied Trustee Services for collection. Robert Farwell suggested that the CC&R revisions need to include a strong advisement for electronic automatic deposit for collection of dues.

New Business

Julie reported that the renters at SH45 have 6 plants in unsightly, black plastic nursery containers that are on the front balcony. Bob Kuzma agreed to send a letter to the owner notifying them that nursery containers are unacceptable. The Board approved a motion to revise the ACC Rules to specifically state that plants must be contained in appropriate containers with "no nursery containers" specified in the rules.

Committee Reports

Streets and Lights report was deferred until the next meeting.

CORE

Pauly Langguth reported that there will be a presentation on CPR and Emergency First Aide at the Club on 10/17/12. It will not be a class providing certifications but to provide education. All of the phases will be invited to participate. Those phases participating will be asked to split the \$150 charge for the use of the club for this event.

Neighborhood Watch—information from North Hills Public Safety Beat 13Y will be distributed via email.

Tom Langguth repaired/upgraded the emergency boxes in HHIV. Thanks to Tom for getting this done!

Notices regarding the earthquake drill on October 18th will be distributed by email.

Welcome

Janet Saalfeld shared the written acknowledgement of the contribution in honor of Margaret Kreider.

A farewell will be planned for the Eastman's upon their departure from HHIV. They will be moving to Piedmont Gardens.

New resident Van Steen at CH1 received a welcome packet from Janet Saalfeld.

Parking

Dick Saalfeld reported that the white Honda CRV that was parked on the street for a week was gone. It was unclear as to whether it had been removed by the owner prior to it being towed by the City of Oakland.

ACC

Bob Kuzma reported that inspections have been completed and that 20 homes did not meet the deadline for repairs from the previous notices distributed last year. New notices will go out with requirements to comply. Owners will be given 60 days to complete the work. Specific plans to meet the deficiencies must be provided by the owner by 9/1/2012. Next steps will then be: a fine; hearing if contesting the fine; collection of the fine.

Landscape

Owners at SH40 have complained about the Cleary gardeners parking their truck at the curb across from their unit making it difficult to back out of the garage. Barbara Schindler has instructed the gardeners to park very close to the curb, and further back from the intersection with Clipper Hill (as close to SH43 as possible).

Barbara Schindler reported that work orders for plantings are out and that everything is looking good. She is working weekly with the gardeners. Thank you, Barbara!

Announcements

Cheryl advised that the Board improve the posting of the Board Agendas according to Davis-Stirling protocol. We must hand deliver notices, or publish notices for everyone to see or distribute electronically.

Meeting was adjourned at 8:05pm.

The next meeting of the Board is Wednesday, September 19, 2012 at 6:00pm at the Hiller Country Club.

Respectfully submitted,

Julie Petrini, Vice President