

Hiller Highlands Four Association

Board of Directors Meeting

Wednesday, January 30, 2013 6:00pm

MINUTES

1. Meeting was called to order at at 6:05pm by President Robert Farwell. Also present were Walter Schindler, Treasurer, Mary Ellen Smee, Secretary, Gordon Seligson, Streets and Lights, Pauly Langguth, CORE & Neighborhood Watch, Barbara Schindler, Landscape, and Bob Kuzma, ACC.
2. The minutes of November 14, 2012 were approved and accepted.
3. Old business:
 - a. CC&Rs: Atty Ann Rankin provided us with the PUD 2013 Disclosure Checklist. It will aid us in reviewing our CC&Rs and Robert F. will ask Cheryl Brodsky if she will oversee this for us.
 - b. Another letter written by Robert F. was sent to Malms re: Redwood trees, stating that if they want trees removed and to be replanted by other landscaping, they need to bear full cost. We will wait for their response.
 - c. Comcast Servicing Agreement: Bob K. discussed their latest contract. The Board did not agree with their request to have an exclusive service agreement with us. Bob will make suggestions for the Board to consider at next meeting.
 - d. Hiller Highlands entry gates: Re: East entry, HHV has asked us to contribute to help with the cost of landscaping along part of Hiller Dr., and for new signage at the entry. Since we already care for the landscaping along portions of the public streets, Charing Cross and Hiller Dr., that border our phase, we did not agree to do this, but would consider contributing to a new entry sign. Robert F. will enquire about the cost of proposed sign and report at next meeting. Re: North entry: The Highland Country Club has asked us for a contribution towards the renovation they undertook of entry gates and sign at that location. We approved a one time donation of \$500 for this improvement.
4. Correspondence: No new correspondence.
5. Treasurer's report: Walter S. distributed copies of the December, 2012, financial statements and reconciliation. It was reviewed and accepted. Within this report, it was noted that we have had a steady increase in the % of rentals in our phase, soon to be 12.5%, 10 of 80 units. Robert F. will consult with attorney, Ann Rankin, to see if legally we can add to our CC&Rs a restriction for new owners, that the unit cannot become a rental for a period of time after purchase, eg. 12 months. Owner residents have been historically the responsible ones for managing and caring for our association.
6. New business:
 - a. Sewer laterals: The board is considering taking a proactive approach to the new EBMUD ordinance requiring the testing and repairing of faulty sewer laterals that flow into city sewers upon a sale. The city sewers involved run under our private streets. This concerns our uphill units on private streets (43 in number). If their sewer lateral needs repair or replacement, the contractor cuts into our street and the resurfacing often is uneven and bumpy. Unfortunately, segments of our sewer laterals are made of clay pipe which tends to leak with the passage of time, so sooner or later all will most likely need to be repaired or replaced. Since the board has been planning to repave all our streets in the near future, we

- are considering addressing the sewer laterals of these units before starting the repaving project. A certification for 20 years goes with thereplacement. Although this is a new item, and we had not considered replacing sewer laterals in our reserve analysis, we have funds in the reserve to do this now,. We will have to increase our quarterly dues somewhat next year (amount to be determined) in order to replenish our reserve account. The cost will be at least partially offset by the transfer fee upon a sale.
- b. Per an analysis of the historical costs of sewer lateral repairs over the past year, the Board approved an increase in the transfer fee upon sale from \$1800 to \$2500.. These matters to be decided at the next board meeting and presented at the April 3rd annual meeting.
 - c. Walter S. will consult with one of our home owners who works at EBMUD to ensure that our tentative sewer lateral replacement plan is acceptable to EBMUD.
 - d. Annual meeting: Winnie Farwell will be asked to plan refreshments at the April 3rd meeting. Board members that can serve another term, Kathy A., Julie P., and Walter S., will be asked to continue and a new board member needs to be found to replace Mary Ellen Smee.
7. Committee reports:
- a. Streets and Lights: Gordon S. and Walter S. will seek final bids of repaving our streets after the board's decision re: sewer lateral repair of all uphill units.
 - b. ACC: Bob K. has sent out reminder letters to units #18, 19, & 35 S.H., asking them to comply and do repairs previously cited by May, 2013. At # 26 S.H., the owner has installed a handicap access chair to the outside stairway, giving ACC chair only one day notice. This was insufficient notice to allow discussion and consideration of options.
 - c. Landscape: Barbara S. has drafted a letter to McMillans for Bob Farwell's signature re: the Curly Willow Tree they planted, which is now their responsibility to care for and remove before a future sale of home.
 - d. Parking: Dick Saalfeld, report via Pauly L, stated that no new problems have occurred.
 - e. Welcome: Janet Saalfeld will submit full names and information of new owners of # 61 S.H. as soon as possible.
 - f. CORE: Pauly L. reported our Hiller Four CORE team will meet Feb. 12 to plan for the April 27th CORE City-wide Exercise and they are making plans for a report for the annual meeting.
8. The Meeting was adjourned at 8:10pm. The next regular meeting of the Board of Directors is Wednesday, March 20, 2013, 7:00pm.

Respectfully submitted,

Mary Ellen Smee, secretary