

Hiller Highlands Four Association

Board of Directors Meeting

Wednesday, March 20, 2013 7:00pm

Draft of Minutes

The meeting was called to order at 7:05pm by Robert Farwell, President. Board members present were Julie Petrini, Vice President, Kathy Anderson, at Large, Walter Schindler, Treasurer, and Mary Ellen Smee, Secretary. Committee chairs present were Pauly Langguth, CORE and Neighborhood Watch, and Barbara Schindler, Landscape. Guests present were Acy Moore, Jean Martin, and York Chan, all Association members.

1. New Business:

The Annual meeting chair, Winnie Farwell, gave her report on the upcoming April 3rd gathering. The theme is to be, "A Night in Southern France", with the sights and tastes of France in springtime, including a drawing for prizes for those attending. It was agreed to allow a budget of \$600 from our budgeted social fund of \$1000.

2. The minutes of the Board of Directors meeting of January 30, 2013 were approved.

3. Old Business:

a. Sewer Laterals and Street repaving: Walter S. and Gordon Seligson have researched and are obtaining bids for sewer lateral repairs and street repaving. This has been under discussion and consideration for over one year by the Board. A written proposal for the Board to vote on was presented and reviewed.

b. The Board APPROVED the following:

- 1) Compliance test all uphill units on SH, CC and CH, (43 units with 25 laterals at a cost of \$16,500), and repair any sewer laterals that fail the test (estimated to average approximately \$4,400 each). The tested laterals that pass the test will have a 7 year certificate; the laterals requiring repairs, when completed, will have a 20 year certificate. All testing and repairs to be completed prior to repaving the streets.
- 2) Replace the existing deteriorated street paving with new 3.5 inch asphaltic concrete paving (same thickness as existing pavement) at an estimated cost of \$160,000.
- 3) Once all work is completed the Board will consider the impact on reserves and need to adjust HOA dues to maintain proper reserves (Currently our dues of \$385 a quarter are considerably lower than the average (\$485) of the 3 other HH phases that have a similar scope of services).
- 4) A motion was made and approved that the Association pay for the compliance test that is required by the "East Bay Regional Private Sewer Lateral Program" of any downhill unit in the future. This is to be done in fairness to all unit owners, for all the uphill units will have been tested.
- 5) Increase the transfer fee upon sale from \$1,800.00 to \$2,500.00 to cover the anticipated average cost of testing and repairs of sewer laterals throughout the phase.

c. CC&R update status was tabled until next Board meeting.

d. The Comcast Servicing Agreement (revised per our attorney) still had several items unacceptable to the Board. The Board authorized Robert F. to sign the agreement subject to

the marked changes. The modifications include notification time, the limitation on the bulk service agreement and the automatic 5 years renewal language.

4. Correspondence: No new correspondence.
5. Treasurer's report: Walter S. submitted his report and it was accepted. It contained the Balance Sheet as of Feb. 28, 2013 and the HHIV Operating Fund Income and Expense, 2007-2012 History, 2013 Actuals and Forecast, and 2014 Projection. Also included was a revised reserve analysis inclusive of the new EBMUD requirement for sewer lateral inspection and repairs.
6. Committee Reports:
 - a. ACC: Our chairman, Bob Kuzma, has tendered his resignation. We all have benefitted greatly from his 10 years of service to the Association in many, many capacities. The Board wishes thank him for all his efforts as ACC chairman as well as his many other contributions to the Association. Thank you, thank you. Robert F. will seek candidates for this important job.
 - b. Landscape: Barbara S. reported about the repair of irrigation lines and a valve break. Letters to #19 SH and #1 CC are to be sent to the homeowners for them to correct nonconforming items. New plantings were completed along the stairs and walkway below the Association mailbox. Redwood trees below #24 SH were thinned.
 - c. CORE/Neighborhood Watch: Pauly L. reported that we will not be participating in the April 27th CORE citywide event, but will have a May 18th Hiller event focused on pets, special needs, and the introduction of emergency boxes to new people. CORE and Neighborhood Watch will combine into one committee. The North Hills Meeting will be at HCC Thurs., at 7pm with mayor, Jean Quan and police department representatives present. Acy Moore volunteered to replace Rick Bohner as team leader of Neighborhood Watch. Thank you to Pauly L. for her care of our Bulletin Board.

The Board was asked to support vegetation management for the Wildfire Protection Assessment District (WPAD) renewal, scheduled to end January 2014. The Board elected to have the printed information available at the Annual Meeting; however, will not take a position on this tax continuation.

The meeting was adjourned at 9:15pm.

The Annual Meeting will be at HCC, April 3rd, 6:00pm refreshments 7:30pm business meeting.

The next Board of Directors Meeting is Wednesday, May 15, 2013, 7:00pm

Respectfully submitted,

Mary Ellen Smee, Secretary