

**Hiller Highlands Four Association  
Board of Director's Meeting  
Wednesday, September 18, 2013  
Highlands Country Club**

1. The meeting was called to order at 7:05 p.m. by Robert Farwell, President. Board members present were Kathy Anderson, Secretary, and Steve Coiteux, At-Large Member. Members absent were Julie Petrini, Vice President, and Walter Schindler, Treasurer. Committee chairs present were Gordon Seligson, Streets and Lights, David Spellmeyer, ACC, Janet Saalfeld, Welcome/Hospitality also representing Parking for Dick Saalfeld, Pauly Langguth, CORE and Neighborhood Watch, Barbara Schindler, Landscape, Phil Thompson, ACC Member, and Bob Kuzma, Webmaster.
2. Minutes of the May 15, 2013 meeting were approved. (Note: the July 17, 2013 meeting was cancelled due to lack of a quorum.)
3. Old business:
  - a. Sewer Lateral Update. The discussion was deferred until Walter Schindler returns. It was noted, however, consultation with our attorney indicated that under California law the repairs and testing cannot be recovered using the transfer fee at sale.
  - b. CC&R Update. Issue was deferred.
4. Treasurer's report: Gordon Seligson reported that the Board is considering raising the quarterly dues next year from \$385 to \$420 in order to replenish the reserve which was depleted by the cost of paving the streets (20 years to makeup) and implementing the sewer lateral inspections and repairs (minimum of 7 years). (Total cost was approximately \$200,000.) Other actions regarding the treasurer's report were deferred until the November meeting.
5. New business:
  - a. Goggle docs. Bob Kuzma recommended setting up mailing lists and folders in Goggle docs to allow working documents to be viewed and edited by appropriate Board Members and Committee Chairs.
  - b. Comcast Servicing Agreement. President Farwell will send a letter to Comcast cancelling the automatic renewal clause.
6. Committee reports:
  - a. Parking: No significant parking problems were noted.
  - b. CORE and Neighborhood Watch: Pauly Langguth reported that the Oakland Police Department will conduct a robbery prevention workshop planned for October 3<sup>rd</sup>. Reminder will follow. The Great California Shake Out will be held on October 17<sup>th</sup> at 10:17 a.m. Notice will be posted on the bulletin board. CORE city wide exercises will take place in April.
  - c. Welcome: Janet Saalfeld welcomed a new baby for York Chan and Jenny Chen, and sent congratulations to two couples in our neighborhood who were recently married. Janet also sent a welcome to our new neighbors at 25 Captains Cove.
  - d. Landscape: Barbara Schindler reported on the shortage of gardeners at work last month. She will look at the contract to determine if there has been a violation and report to the Board at the next meeting. Barbara also said there are on-going annual 10% water meter rate increases; she has adjusted the irrigation times accordingly. Barbara reported on a termite infestation in two wooden retaining wall panels at 18 SH. A survey of other potential Termite issues has resulted in a need to add metal flashing at three locations so far where the planters come in contact with the main structure. This action should prevent infiltration into the main townhome structures.

e. ACC: David Spellmeyer informed the Board that as part of the annual inspection, members of the ACC walked around Hiller IV and that reports will go out to homeowners shortly. Letters indicating potential fines will be sent to those homeowners that did not complete past year repairs.

Announcements: Reminder that the Fall Social will be held on Sunday, October 20<sup>th</sup> from 3:30 p.m to 6:30 p.m. aboard the USS Potomac.

7. The meeting was adjourned at 8:15 p.m. The next meeting of the Board of Directors is Wednesday, November 20, 2013.

Respectfully Submitted,

Kathy Anderson  
Secretary