

**Hiller Highlands Four Association
Board of Directors Meeting
Wednesday, May 18, 2016
Highlands Country Club**

The meeting was called to order at 7:00 p.m. by President York Chan. Board members present were Max Kozlov – Vice President, Walter Schindler – Treasurer; Steve Coiteux – Member. Committee chairs present were Pauly Langguth – CORE and Barbara Schindler – Landscape.

The minutes of the March 16, 2016 meeting were accepted and approved.

Old Business

President Chan reported on behalf of Secretary Collier that the CC&R re-write is progressing and there were no new updates.

President Chan reported on behalf of Robert Kuzma that the security cameras and systems have been updated by Neighborhood Guard and ongoing adjustments are being made to optimize image capturing and functionality. Once the first camera is optimized, the second camera will be installed.

President Chan reported there has been no response to the April 26, 2016 redwood tree removal proposal as provided to Mr. and Mrs. Malm.

President Chan reported a separate Vehicle Towing meeting will be held after consulting with outside counsel on legal authority issues.

New Business

The Board has received a new maintenance service agreement from Cleary Bros Landscape Inc. The new proposal includes a price increase for the same scope of work. The company has also verbally offered a separate less expensive proposal including built-in annual percentage increases. The Board will review the service agreements before proceeding to vote on the matter.

The Board has received a new service agreement and compensation agreement from Comcast of California. The new five-year service agreement supersedes the previous 2013 agreement. The Board will discuss with Secretary Collier on agreement terms before proceeding to vote on the matter.

The Board has received an insurance policy quote from LaBarre / Oksnee Insurance. The Board will review the policy coverage and terms.

President Chan will assume the role of interim Architectural Committee Chair until a replacement is found. President Chan is also in possession of architectural committee documents.

Treasurer's Report

Treasurer Schindler distributed the most recent financial reports. There are no noticeable issues to report.

Welcome

President Chan reported on behalf of Ms. Saalfeld that there are new residents at 11 CC.

Landscape

Ms. Schindler reported that landscaping enhancements will be made in the vicinity of the western pathway from Schooner Hill to Hiller Drive. In addition, there are several areas which will require new planting and the Board will discuss funding and timing projections after consultation with Cleary Bros.

There is some construction debris left on HHIV common area property by HHII after their recent tree removal. HHII is aware and will remove the debris in the near future.

Streets and Lights

No current issues to report.

Architecture

No current issues to report.

Parking

No current issues to report.

CORE and Neighborhood Watch

Ms. Langguth reported the CORE team participated in a city-wide CORE exercise on April 30, 2016. The exercise was attended by approximately 22 participants, including 11 CORE members. Activities included first aid station setup and review of emergency supplies box. Flyers will be distributed to residents regarding emergency box locations and emergency coordinating instructions. The CORE medical team will meet on Saturday, June 25, 2016, to review emergency preparation.

Updated HHIV residents contact roster will be prepared and distributed in early July.

The Great California Shakeout will be held on October 20, 2016 at 10:20am.

The meeting was adjourned at approximately 8:30 p.m.

The next meeting of the Board is scheduled for July 20, 2016 at 7:00 p.m.

Respectfully submitted

York Chan
President