

**Hiller Highlands Four Association
Board of Directors Meeting
Wednesday, July 19, 2017
Highlands Country Club**

The meeting was called to order at 7:00 p.m. by President York Chan. Board member present was Walter Schindler – Treasurer. Committee chairs present were Barbara Schindler – Landscape, York Chan – ACC, Janet Saalfeld – Welcome, and Pauly Langguth – CORE. Owners present were Mr. and Mrs. James (47 Schooner) and Ms. Cavanaugh (14 Clipper). Since only two board members were present, the quorum was not met. The discussion was for informational purposes only.

Committee Reports

Welcome – Ms. Saalfeld reported several new residents and pending home sales.

Landscape – Ms. Schindler reported there were several landscaping areas that were damaged as a result of the PG&E project. She will work with Cleary Landscaping to determine restoration scope and costs, which will be subsequently submitted to PG&E for reimbursement through the claims process.

Streets and Lights – Mr. Schindler reported that he had obtained additional asphalt restoration quotes. The asphalt is scheduled to be repaved in late September, early October period.

Architecture – No current issues to report.

Parking – There were parking issues reported which Mr. Chan will follow up.

CORE – Ms. Langguth reported the emergency supply box has been replaced. The second emergency box will be replaced in the Spring. A package of newsletter, resident roster, and emergency contact forms were recently distributed. The Board would like to thank Ms. Langguth, Ms. Saalfeld, Mr. Seligson, and Mr. Hunt for their time and contribution.

Information for upcoming CPR class and California Shakeout will be distributed once available.

Old Business

PG&E Gas Main Replacement – PG&E has completed the gas main pipeline installation on all three private streets. In the next phase, PG&E will restore the concrete walkways and driveways that were damaged. Once PG&E completes its work, the Board will arrange for asphalt repaving in late September / early October. Residents are reminded to keep vehicles off the streets when possible to accommodate heavy machinery.

CC&R Re-write Status – No update at this time.

Security Patrol – Mr. Chan forwarded nearby HOA contacts to Ms. Parekh for possible collaboration.

Video Surveillance – Mr. Chan will follow up with vendor on product specifics and discuss with the Board for the next steps.

New Business

47 Schooner – Mr. and Mrs. James requested permission to extend their rear deck approximately six feet past their current fence line. Preliminary analysis shows the extension would require rerouting of the irrigation channel which is behind their property line. Mr. James will look for parcel maps and property documents indicating his property line and submit additional information at the next meeting.

14 Clipper – Ms. Cavanaugh requested permission to extend her driveway within her property line to provide better access. The portion of street curb to be reconfigured includes an existing storm drain. Ms. Cavanaugh will contact respective professionals and follow up with the Board on possible solutions.

Gas Shut Off Valves – During the PG&E project, their service personnel indicated almost all of the emergency gases shut off valves currently installed in HHIV are not certified or serviceable by PG&E. PG&E has a list of certified shut off valves on its website. The Board will discuss what actions, if any, is required to maintain safety in our neighborhood.

Treasurer's Report

No current issues to report.

The meeting was adjourned at approximately 8:40 p.m.

The next meeting of the Board is scheduled for September 20, 2017 at 7:00 p.m.

Respectfully submitted

York Chan
President