

**Hiller Highlands Four Association
Board of Directors Meeting
Wednesday, November 15, 2017
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 York Chan – ACC, Barbara Schindler – Landscaping, Janet Saalfeld – Welcome, Pauly Langguth – CORE, Hal Teasedale – Parking.

Committee Reports

Welcome – Ms. Saalfeld reported there are several move-in's and pending home sales.

Landscape – Ms. Schindler reported Cleary is continuing the restoration work relating to the PG&E main replacement project. More areas were identified which will require additional clean up and replanting. Separately, landscaping mulch has been ordered to be tentatively delivered before the end of the year.

Streets and Lights – There are two streetlight outages. Mr. Schindler reported one streetlight will be replaced with LED bulb. Once the light is installed the committee will examine whether to convert remaining streetlight to LED bulbs.

Architecture – Mr. Chan reported annual architectural inspections have been performed and owners will be notified shortly. The committee will also update exterior lamp wattage guides to accommodate LED bulbs.

Parking – There was one reported parking violation.

CORE – Ms. Langguth reported the following upcoming events schedule: CORE meeting (January 2018), CPR class (February 24, 2018), Citywide CORE (April, 2018). The next association newsletter will be distributed in December followed by a member roster distribution in late January. More information will be provided once available.

Old Business

PG&E Gas Main Replacement – Mr. Chan reported the PG&E replacement and restoration project is nearing completion. The Board is awaiting resolution to additional landscaping repair reimbursement claims and street surface cleanup.

Gas Auto Shut Off Valves – More than half of our residents have replaced existing non-compliant shut off valves with new certified valves.

Video Surveillance – Mr. Chan shared with the Board updated pricing for two surveillance systems. The Board approved a budget of \$5,000 for the proposed system and installation.

HHV Fire Prevention Budget – The Board discussed the latest correspondence regarding HHV’s request for fire prevention contribution. The Board will follow up with HHV and neighboring associations for more information on past budget and future cost estimates.

New Business

47 Schooner – The owners did not attend the meeting. No updates at this time.

Treasurer’s Report

No current issues to report.

The meeting was adjourned at approximately 9:00 p.m.

The next meeting of the Board is scheduled for January 17, 2018 at 7:00 p.m.

Respectfully submitted

York Chan
President