

**Hiller Highlands Four Association  
Board of Directors Meeting  
Wednesday, July 18, 2018  
Highlands Country Club**

The meeting was called to order at 7 p.m. by President Toula Victor. Board members present were Treasurer Walter Schindler, Recording Secretary Karen Cavanaugh, and Secretary Will Mies. Committee chairs present were Barbara Schindler—Landscape, Max Kozlov—ACC, Hal Teasdale and Dick Saalfeld—Parking; Janet Saalfeld—Welcome; Pauly Langguth—CORE & Neighborhood Watch, and Bob Kuzma—Webmaster.

The minutes of the May 16, 2018 board meeting were accepted and approved.

**Committee Reports**

*Parking*—Parking Committee is continuing to review proposed new parking rules drafted by Treasurer Walter Schindler, Mr. Teasdale reported. The draft rules will be distributed to homeowners for comment. The rules are being updated for the first time in 20 years, partly because of new Oakland fire code guidelines, emphasizing the importance of improved access for emergency vehicles and because of vagueness in the current rules. The comments from homeowners will be reviewed at the next board meeting on Sept. 19.

*Welcome*—Janet Saalfeld reported on several residents moving out of HH1V and new residents moving into the neighborhood who will receive welcome packages.

*Landscape*—Barbara Schindler said that two projects have been written up to repair landscape damage. Cleary Bros landscaping service has been running behind schedule because of an ownership change and loss of some good staff. The firm has agreed to make up work days for no-work bad weather days. Association will install an access path to the back patio of 3 Schooner Hill (to be paid for by the home owner), and it will also refresh the landscaping in the area between 3 and 5 Schooner Hill which is in dire need of updating.

*CORE/Neighborhood Watch*—Pauly Langguth reported the updated roster of HH1V residents was distributed this summer and the next one is scheduled to go out in January.

The committee is planning a demonstration for homeowners on how to operate fire sprinklers. The three sprinkler valves are located between 5&7 Captains Cove, 7&9 Schooner, and 25 Captains Cove & 1 Clipper Hill. Each valve controls several sprinklers that spray water on the hill behind these streets. Residents should activate the sprinkler when a fire approaches.

CORE 1 & 2 training classes will be held Sept. 29 at Mills College and CORE 3 will be held on Nov. 3-4. For further information, contact Ms. Langguth.

ACC—Max Kozlov agreed that ACC will take over responsibility for encouraging residents to install automatic gas shutoff valves from CORE.

Ms. Langguth said her committee last fall distributed information to homeowners about how to install the valves through Larry Guillot of QuakePrepare, but only some homeowners put in the devices, which protect not only the resident's home, but the whole neighborhood from fire in an earthquake. Old valves may be difficult to turn off in an earthquake.

Mr. Kozlov said a homeowner at 72 Schooner had asked ACC for permission to build a pop-out atrium that could extend boundaries of the house. Another homeowner at 1 Captains Cove asked for permission to install an elevator but needs to submit a plan.

### **Old Business**

*CC&R Revisions*—Andrew Collier is continuing to work on drafting revisions of the Association's CC&R and this needs to be completed. Once the work is finished, the proposed changes to the CC&R will be submitted for a vote of the Association's members.

One issue that needs to be addressed in the CC&R is the number of houses in HH1V which can be rental units. Another home was recently rented out, bringing the total number of rentals in HH1V to 12 homes—or 15% of the total number of residences. Mortgage companies prefer the ratio to be 20% or less, a critical threshold above which financing a home may become more difficult, one board member noted.

*Treasurer's Report*—Mr. Schindler reviewed the latest Financial Report for the association.

