

**Hiller Highlands Four Association
Board of Directors Meeting
Wednesday, Nov. 28, 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, Max Kozlov, Karen Cavanaugh, Secretary Will Mies. Committee chairs present Barbara Schindler—Landscaping; Dick Saalfeld—Parking; Janet Saalfeld—Welcome; Pauly Langguth—CORE & Neighborhood Watch, and Max Kozlov—AC.

The minutes of the September 19, 2018 board meeting were accepted and approved.

Committee Reports

Welcome— Janet Saalfeld said a welcome package was delivered recently to one new resident in HHIV since the last board meeting.

Landscape—Barbara Schindler reported that BrightView Landscapes has taken over HHIV’s landscape maintenance and projects after acquiring Cleary Bros. last spring. There has been no change in the contract, landscape crews or hours, though communication with the new owner has been more difficult and they have been slower to undertake extra projects beyond basic maintenance work.

A few small landscape projects are planned for December. The space between 3&5 Schooner Hill is being rejuvenated with new plants and an access path (with the owner of 3SH paying part of the expense). Erosion control work will be done on a narrow strip between 10 and 12 Clipper Hill.

ACC—Max Kozlov said his committee has completed its annual “walk-through” inspection of residences in HHIV to inspect for maintenance and compliance with HHIV rules. He said there were the same problems with five residences, although one has been sold.

In addition, Kozlov mentioned that a solar installation facing west is planned by the owner of 42 Schooner. Another is planned for 65 Schooner Hill facing north. Solar installations require permission of neighbors in the line of sight.

Pauly Langguth of CORE asked for an update on how ACC is following up on earlier efforts to encourage all residences to have shut off valves even if they decided not to upgrade old units. (The old units should still work, but PG&E has stated that they will not turn them back on following an earthquake.) ACC recently took over responsibility for the shut-off valve program from CORE. Kozlov said ACC did not check residences for automatic gas shut-off valves during the walk around.

CORE/Neighborhood Watch—Pauly Langguth said her committee will meet in January and check on supplies in emergency boxes. She said that residents need to be watchful during the holiday season because the theft of packages left by Amazon, UPS and other services continues to be a problem. A new roster of residents will be sent out in January.

Old Business

Fall Social--Janet Saalfeld and Pauly Langguth said that 37 residents representing 22 households attended the annual Fall Social brunch on Sunday Oct. 21 at the Highlands Country Club. Everyone enjoyed the event which provided a great opportunity for neighbors to meet and reconnect.

Draft Parking Rule Comments—Comments on draft parking rules received from residents were discussed at the board meeting. The latest draft parking rules were distributed in October to 80 HHIV residences for review. Treasurer Walter Schindler and the Parking committee will prepare a final draft of the rules for a vote at the next board meeting Jan. 16.

New Business

CC&R Update—The board will ask the association's attorney (Hahn Pham of the Ann Rankin Law Firm) to update the CC&Rs for HHIV. The CC&Rs have not been revised since 2001 and have probably not been substantially changed since the construction of HHIV in the early 1970s. The board will provide the association attorney with information regarding new HHIV Parking Rules, rental restrictions (including imposing a ceiling on the number of new rental units), and stronger rules regarding pets. It is anticipated that the process of drafting the revised CC&Rs, Board Review, Review by owners and eventual final vote by owners will be a lengthy one.

Pet Rules Update—The need to review Pet Rules in the CC&Rs was discussed because of complaints at recent board meetings about barking dogs (particularly on Captain’s Cove). The idea of expanding the scope of the Parking committee to include enforcement of pet and garbage bin rules was also discussed. The goal of such a general Enforcement Committee would be to have consistent enforcement and a fines schedule for infractions in all three areas.

Treasurer’s Report

The board approved the HOA 2018 Annual Report (including the Reserve Study and the proposed HOA dues increase for 2019) which was going to be distributed to owners before Dec. 1. The Annual Report said quarterly 2019 HOA dues would increase from \$550 currently to \$610 in 2019 (about 10% over 2017). Dues were not increased last year so the increase over two years is about 5% per annum. Based on the Reserve Analysis, average annual increases in future HOA dues for the next 10 years were projected at about 5%/yr. Major 2019 projects funded out of Reserves include application of a seal coat over the asphalt paving (to extend the life of the paving) and installation of master irrigation valves (which help in detecting irrigation leaks).

The dues increases will enable HHIV to achieve full funding (as defined by California Civil Code) of the Reserve Account within the 30-year window of the Reserve Study, Treasurer Walter Schindler noted. The reserve is currently about 90% funded. The rate increases are also based on some expected uptick in inflation (for example EBMUD water charges and landscape maintenance costs).

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

The next meeting of the board is scheduled for 7 p.m. Jan. 16, at the Highlands Country Club.

Respectfully submitted,

Will Mies

Secretary

