

**Hiller Highlands Four Association
Board of Directors Meeting
Wednesday, January 18, 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, and Steve Coiteux - Member. Committee chairs present were Barbara Schindler – Landscape, York Chan – ACC, Hal Teasdale – Parking, and Pauly Langguth – CORE.

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

Committee Reports

Welcome – In January, a flyer package was distributed to all residents regarding 2017 HHIV events, roster authorization, and CORE class schedule.

Landscape – Ms. Schindler reported that several projects were recently completed. The projects included replenishing mulch throughout the development and renovating shrubs and ground covering on the hillside. Ms. Schindler will look into acquiring additional mulch later in the year for replenishment in other areas.

Streets and Lights – No current issues to report.

Architecture – President Chan reported that one solar panel and one security camera installation was approved. The committee will follow up with homeowners regarding 2016 ACC inspection reports.

Parking – Mr. Teasdale reported that there were no significant parking violations.

CORE – Ms. Langguth noted the 2017 January – March CORE schedules were provided in the January mail distribution. The CORE team will hold a meeting on 2/16/2017 and a separate medical team meeting will be held in February (date TBD). Additional upcoming community events include North Hill Community Association Board Meeting (1/23 @ 7pm, Claremont Hotel), North Hill Community Association Annual Meeting (3/22 @ 7pm, Highlands Country Club), and 4/29 City of Oakland City-wide CORE exercise. The next HHIV roster will be distributed around 2/15,

Old Business

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

Neighborhood Guard / Video Surveillance – Mr. Kuzma reported the current surveillance system is still experiencing recording issues. Mr. Kuzma has also informed the Board of his intention to cease management of the neighborhood surveillance system. The Board thanks Mr. Kuzma for his insight and assistance. The Board will look for Mr. Kuzma's replacement to manage the system and additional resources to address the current system issues.

Parking Regulation – Revised parking regulations will be discussed after the completion of the PG&E Gas Main Replacement Project.

New Business

PG&E Gas Main Replacement – PG&E has notified the Board of its plan to replace gas main pipelines under HHIV private streets starting January 23, 2017. The project will take approximately two months and will include three phases: a) installation of new main pipelines, b) connection of service lines, and c) restoration of streets, sidewalks, and landscaping.

For street restoration, PG&E has agreed to allow HHIV to contract its own pavement company to perform the repavement work according to HHIV's requirements. PG&E will issue payment related to the pavement work to HHIV prior to the completion of the project.

Treasurer's Report

Treasurer Schindler distributed the most recent financial reports. There were no current issues to report. Based on the Treasurer's recommendations, the Board instructed him to invest \$100,000 of the HHIV Reserves in CDs as follows:

- \$50,000 in 3-yr CDs
- \$50,000 in 5-yr CDs

Other Items

The Annual Homeowners Meeting will be held on April 5, 2017 at 6pm at the Highlands Country Club. Social Hour / Dinner will be followed by the Business Meeting. Additional information and RSVP form will be distributed around 3/1.

The meeting was adjourned at approximately 8:45 p.m.

The next meeting of the Board is scheduled for March 15, 2017 at 7:00 p.m.

Respectfully submitted

York Chan
President