

**Hiller Highlands Four Association  
Board of Directors Meeting  
Tuesday, March, 19  
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 and Will Mies. Committee chairs present were Barbara Schindler—Landscape; Dick Saalfeld and Hal Teasdale—Parking; Pauly Langguth, CORE & Neighborhood Watch; and Janet Saalfeld, Welcome.

**Committee Reports**

Welcome—The committee continues to welcome new residents to HH4, Janet Saalfeld reported.

Landscape—Committee Chair Barbara Schindler proposed hiring a new landscaping firm, Green Ventures, to replace HH4’s current landscape contractor. The current contractor has become less responsive to association requests and more difficult to communicate with since a change of ownership, she said. The new contractor is familiar with HH4’s landscaping design and maintenance needs and would be easier to supervise, she added.

Having a more responsive contractor will be important with long-time Landscape Committee Chair Schindler retiring this fall and no new candidates volunteering to take on her role, which has included significant “hands on” supervision, one board member noted.

The new landscape contractor would be slightly higher in cost than the existing service--\$82,740 vs \$74,280/yr for the current service in 2019. The new service would provide slightly fewer staff hours of work time, but would be more efficient and responsive, she indicated. The board

voted to approve hiring the new contractor stating May 1 and ending the contract with the existing landscape service.

*ACC*—The Committee will make its annual “walk-around” HH4 and drop off letters to residents on the need for any maintenance work (such as new exterior paint) to conform with association rules, Max Kozlov reported. He noted that one solar panel project on Schooner Hill is progressing.

*Parking*—Another draft of proposed New Parking Rules was distributed to homeowners for comment, Dick Saalfeld and Hal Teasdale reported. After reviewing any additional feedback from residents, the board is schedule to vote on the new rules at its May 15 meeting.

*CORE/Neighborhood Watch*—The CORE and First-Aid teams met to clean out emergency boxes and check supplies, Pauly Langguth reported. CORE will have a table with information about preparing for emergencies and CORE activites at the April 3 Association Annual Meeting.

### **New Business**

Collins Management has submitted a proposal to provide management services to HH4, President Victor Toula reported. The firm has considerable experience managing a large number of communities in the Bay area (including neighbor HH5).

The board is exploring the services of a professional property manager because of a large number of board and chair vacancies as long-time volunteer office holders retire or have new work-related responsibilities. Vacancies on the HH4 board and committees include President, Treasurer, Landscape Chair, and Webmaster. The board is looking for new volunteers to fill these positions. The proposal to hire a professional management company and the current vacancies will be discussed at HH4 Annual Meeting on April 3. Hiring a professional

manager would increase the existing quarterly HOA fee of \$610 to at least \$655/quarter, based on the initial Collins proposal without any extra services.

The association will still need board members and committee chairs even with the services of a professional management company providing financial, administrative, property maintenance, and web management services, Toula Victor noted.

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

The HH4 Annual meeting will be held on April 3, 2019, at 6:30 p.m. at the Highlands Country Club.

The next regular board meeting will be held on May 15 at 7 p.m. at the Highlands Country Club.

Respectfully submitted,

Will Mies  
Secretary