

Hiller Highlands II Association
Open Board Meeting Minutes
February 3, 2020 at 6:30 p.m.
Hiller Country Club, 110 Hiller Drive

Rich Banks, President
Scott Gale, Vice President
Edward Loss, Treasurer

* = absent **MSC** = Motion, Second & Carried **MSF** = Motion, Second & Failed

1. **Establish Quorum/ Call to Order:** A quorum of directors was in attendance. Sr. Manager, Jen Arensberg, PCAM, CCAM-HR of Associa was also present. The meeting was called to order at 6:48 p.m.
2. **Homeowner's Open Forum:** The following items were discussed: Solar ARC request, drain issue on agenda, updated paint color palette, crime and Neighborhood Watch meeting.
3. **Architectural Changes:**
 - a. The Board reviewed a Solar System installation for 1877 Grand View post installation: **MSC** to approve as submitted.
 - b. The Board reviewed a deck extension for 11 Treasure Hill: **MSC** to approve pending City/County permits to meet code requirements.
 - c. The Board reviewed a proposed change to the current form to include removing the requirement for neighbors to sign off on projects. **MSC** to approve the revised form.
4. **Minutes:** The prior meeting minutes were reviewed by the Board. **MSC** to approve the November 4th, 2019 Open Board meeting minutes a presented.
5. **Financial Report(s):**
 - a. The financial reports for month ending November & December 2019 were reviewed/approved by the Board of Directors.
 - b. Operating Account: **MSC** to approve leaving \$10k in the operating account and apply the rest to the Reserve Fund account.
 - c. Merging bank accounts: Jen updated the Board this was completed.
6. **Unfinished Business:**
 - a. Reserve Study: **MSC** to approve the revised Reserve Study and to mail it out to all owners.
 - b. PSL 1869/1871: it was decided to move forward with the replacement as per proposal at prior meeting. Jen will forward verification of the negative slope adjustment.
 - c. Update on 1864 & 1879 GV leak detection: American Leak Detection verified there was no main line leak however it was found 4 homes had running/leaking commodes and 1 hose bib leak. The Board believes education to the homeowners is needed since these small repairs will save

money on the water bills. Additional investigation will be done to include cost analysis for leak detection vs water cost saved and if owners may be billed back.

7. New Business:

- a. Annual Meeting 2020: **MSC** to approve Edie Kaplan as the Inspector of Election. There are three candidates for three open positions. The venue is reserved from 9am – 1pm for set up and clean up on Feb. 29th with a catered buffet lunch.
- b. Security: the Neighborhood Watch meeting is set for Feb. 11th with four sections of Hiller participating (approx. 25 to attend) presented by Officer Barry Cassidy.
- c. Flock Security Cameras: **MSC** to approve the installation of one camera for \$2,000 with location to be determined. This will not record owner vehicle plates that are registered but record all others.
- d. 2020 Reserve Study proposal: Tabled
- e. 1879 GV Retaining Wall issue: Jen will be in contact with Susan Boyer to meet and discuss.

8. Committee Reports:

- a. Landscaping: Trimac is doing better. Tree care is happening next week for 3 days. Owners asked if mulch was possible and it was explained funding is an issue. A few owners volunteered to assist Tracey on the committee.
- b. EBMUD Waste Water project: Rich will forward information to the other Board members.

9. Management Pending Project Report:

- a. CPA Engagement letter: it was believed to be signed however Jen will forward.
- b. Contact info & Lease information for new tenants at 1881 GV: the 2nd notice will be sent Certified USPS.
- c. Maintenance items:
 - i. Photo Cell on Light #1 Treasure Hill is on all the time – work order will be done.
 - ii. Upper Balcony Fascia at 12 Yankee Hill: notice to be sent with pictures requesting plan of action for repairs and reference to the governing documents.
- d. Roster Maintenance: Jen will keep the roster updated as notified of new owners. Another letter will be sent out to those owners with information pending requesting the information. Tracey will forward the Welcome Packet to Jen for Associa to begin handling this task.

10. Resignation of HHII Board President: Rich Banks resigned from the Board as he is moving out of state. The Board and homeowners present thanked him for his many years of service to the community.

11. Adjourn: **MSC** to adjourn the meeting at 9:02 p.m.

Board Member Signature

Date