

Hiller Highlands II Association

1860 Grandview Drive, Oakland, California 94618

Rich Banks-President • Edie Kaplan-Vice-President • Reg Gomes-Treasurer • Tracey Perkins-Secretary • Ed Loss-Landscape Chairman

Board Meeting Minutes – March 13, 2014

Present: Rich Banks, Reg Gomes, Edie Kaplan, Ed Loss, Tracey Perkins

The meeting was called to order at 7:06 PM

Consideration of and vote on the Perkins Solar PV Panel Installation – Rich Banks

Rich wrote a draft for Solar Energy System Specifications and Procedures. The Board unanimously approved them.

Homeowners must receive approval by the Board before installing any type of solar systems. The Homeowner needs to:

- Inform the Board in writing and complete an Application for Architectural Change form.
- Must submit complete set of drawings and specifications for the entire system showing dimensions and set-backs
- Installation and maintenance requirements
- Demonstration of conformance with HH-II's Specifications and General Requirements
- Name of contractor and contractor's license number
- Brochures, etc. showing the look of the proposed system
- Most importantly all applicable City of Oakland permits are required before final approval to proceed by the Board.

The inverter must be installed in garage, no unsightly wires, panels must be flush with the roof, etc.

Rich stated that if a Homeowner can't meet all the specifications, the Board has options for waivers.

Rich made a motion to approve the Perkins' request for solar panels. Edie approved and Reg and Ed seconded the motion.

Revised Roof Replacement Requirements – Rich Banks

The Board approved the Revised Roof Replacement Requirements & Application form. Rich cleaned up the language and updated the preapproved product: CertainTeed Landmark TL Platinum.

Revised Exterior Painting Requirements – Rich Banks

The Board approved the Revised Exterior Painting Requirements & Application form. Rich updated the existing rule that homeowners must use the 17 colors of Kelly Moore. Homeowners may use other companies. If homeowner repaints their home the existing color scheme, like for like, no Board approval is required.

If homeowners want to change color scheme, they must complete the application and receive Board approval.

Revised Delinquent Assessment Policy – Rich Banks

Rich is in the process of rewriting the Delinquent Assessments policy as it does not meet our CC&R's. Massingham sends Reg the financials six weeks after funds are received. If homeowners are in arrear, they mail a delinquent letter to homeowner, charge \$35 and a collection fee of \$175. Reg requested Massingham to let him know before a delinquent letter is mailed to homeowner. He will work with the homeowner.

Rich will send out a reminder that the next quarterly payment will be \$750 and add additional information. There are several prepaid individuals.

Financials – Reg Gomes

We have \$140,000 in our reserves plus soon another \$12,000 earning nothing. Reg made a motion to place \$100,000 of the reserves in a five-year CD and we would earn 2%. The Board approved Reg's motion.

In the future, we will have expenditures for road work less than \$50,000. However, our biggest upcoming expenditure is sewer laterals.

Landscape Report – Ed Loss

Mulch has been spread in HH-II. He will check with Trimac for additional mulch behind a few Grand View Homes.

Neighborhood Guard Membership and Security Camera Replacement – Ed Loss

Neighborhood Guard Representative, Jesper Jurcenoks, will make a presentation on May 17th at 7 PM at Highlands Country Club regarding surveillance. The plan is \$2000 for each camera, and \$1000 per year for surveillance storage. The requirement is that a camera be placed on a house with high speed internet connection. The camera would look right down the street.

It was recommended that four cameras be installed covering Bently, Charing Cross, Vicente, and both sides of Hiller.

Rich proposed a meeting at Highlands CC for all phases. He will contact the Hiller President Council and invite all phases. Ed and Tracey will drop leaflets door to door for promoting the May 17th meeting.

Miscellaneous

Tracey suggested a block party in the summer. Anyone interested?

Meeting adjourned 8:25

Minutes submitted by Tracey Perkins