

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 Monday, January 25, 2016

Present: Rich Banks, Edie Kaplan, Ed Loss, Terry Lee, Tracey Perkins, Scott Gayle, Judy Barmack, Reg Gomes

The meeting was called to order at 6:59 PM

Financial Report - Reg Gomes

Fourth Quarter and 2016 Year-End Financial Report:

At the end of fiscal year 2015 we were \$5,598 in the red. We spent a little over \$7,000 in non-budgeted items: Extra landscaping, lighting, reserve study charge, and \$4,300 over budget on water. The 2015 water budget was a “guess” amount as there was a jump in water cost, and we had a big gusher that lasted three or four hours. We did not meet our 20% goal for water usage, plus Trimac did not give us accurate meter readings.

Rich stated that we need to pay more attention to allocating expenses. The lighting expense was charged to the wrong account. The following should be charged to the reserves: security cameras, lighting, tree trimming, etc.

2015 End of Year Balances

Union Bank Balance (Operating)	\$24,483
Reserve Funds (Cash)	\$72,303
Reserve funds (CD)	\$101,354
SBA Loan (3 Percent Interest)	\$62,527

Surplus from the 2015 Operating Budget carried over to 2016:

The goal each year is to carry a 10 percent surplus. We have a surplus of \$5,000.

Reserve Study:

Scott asked what is the approximate cost for each capital expenditure. Rich received quotes as follows: The sewer laterals will cost approximately \$280,000 and the repaving of Treasure and Yankee is \$17,000.

The repaving of the streets Treasurer Hill and Yankee Hill will be done next year. Scott questioned since we have to do the sewer laterals why don't we repair both at the same time. Both Rich and Reg said we would not be saving any money by doing so.

Ed stated that in the CC&Rs we must have insurance. We do have liability insurance; however, does HH-II have a bond to cover the new treasurer if there should be a problem. Rich will check with Associa.

Massingham has conducted reserve studies annually for HH-II. Massingham has made changes to the reserve study that don't make sense to Rich. Rich is concerned whether or not that we will have enough money to do the laterals. If we are short, and we don't have enough to do the laterals, we may have to postpone, do part of it, or have an assessment.

Ed has a meet and greet on Wednesday with Christie (Associa).

Replacing Associa - Reg said with Christie handling HH-II she is doing a good job. We need a company that knows Association laws. The Board agreed to keep Associa.

Landscape - Judy

Status of Redwood Tree Cutting

We need permits from the City of Oakland to remove the redwood trees. Cleary arborist quoted the permits to be \$85 but the actual is \$380. Arborist said he would get the permit and do the work; however, she has not heard from him. She will follow up with Cleary.

Tree Trimming Service in 2016

We received a proposal for \$8,000 for trimming the trees. The cost of trimming/removing trees will come out of the reserve. Rich proposed to use the \$5,000 surplus for tree trimming.

Replacing Trimacs

It was agreed that to improve our landscaping we need to work and supervise Trimac more closely. Judy solicited Cleary and they came back with a proposal of \$33,000. Judy went back to Cleary and they have a little wiggle room and it is still \$30,240. There is a \$6,000 difference between Cleary and Trimac. It would be \$140 per year, per household to change to Cleary. As we have huge expenditures coming up in the future, Judy recommends that we carry on with Trimac and continue to work closely with Raylene.

Contractor Management

The shed needs to be replaced on the corner of Yankee Hill and Grand View. Quotes are being solicited for replacement. \$1000 is the budget, similar to the shed at 16 Treasure Hill.

Security Cameras - Ed Loss

Kudos to Ed as he has been promoting security cameras in Hiller Highlands including North Hills. Ed, Fred Booker (Upper Grand View homeowners), and Barry Pilger (Buckingham) have formed an informal group including: Chuck Scurich (Phase I), Bob Kuzma(Phase 4), and Diane Seifi (Phase 5) for installation of license plate security cameras. There has been quite a groundswell of support for security in our entire area since the horrible home invasion at 1680 Grand View over the holidays.

Fred Booker suggested that our first step is to identify valid consultants for installation of cameras. He is putting together a list of contractors for installing cameras, and he will have the list available in about a month. A meeting will be held with all Hiller phases and North Hills residents to discuss and create a budget for each neighborhood for the cost and maintenance of each camera mounted. Ed will work with OPD. The Board agreed that we will go forward to install security cameras.

It was recommended that we should look into recurring maintenance fees, clearer terms and conditions and look at the proposals for each unknowns and all the risks.

Private Sewer Laterals – Rich Banks

Inspection Report

Rich went through the sewer lateral video filmed by the contractors who taped each HH-II home. The results were all homes need new sewer laterals. Rich reported that EBMUD has a new program: If you have more than 1,000 feet of lateral, you fall into a different category. The Association must provide a plan, time frame of repair to EBMUD before 2021. After providing the information, EBMUD may extend the deadline date. The good news is that we don't have to have all sewer laterals done by 2021. Each year we add \$25,000 to build the reserve for the sewer laterals. The Board agrees to put a plan in place to EBMUD and will. Best approach is to put off as long as we can.

Full repaving of Treasure and Yankee Hill is way out in the future.

The annual assessments can only go up a certain percentage. If it is exceeded, there needs to be a vote by homeowners.

Miscellaneous Business

Architectual request from Susan Weiss for a new air conditioner unit. Approved.

Smoking in Common Areas - It was brought to the attention to the Board that second hand smoke is wafting onto neighbors balconies and backyards. In the CC&R's, 6.6 Unlawful Conduct, Nuisances, Noise, Page 12

6.6 Unlawful Conduct, Nuisances, Noise. No unlawful, noxious, harmful, or offensive activities shall be conducted upon or within any part of the Development, nor shall anything be done within the Development which may be or become a nuisance, or cause unreasonable embarrassment, disturbance, or annoyance to any Resident of the Development, or which shall in any way interfere with Residents' use of the Common Area and facilities thereon or the use and enjoyment of their Lots or Dwellings. Without limiting any of the foregoing, no Resident shall permit noise, including but not limited to the barking of dogs, to emanate from the Resident's Lot that would unreasonably disturb another Resident's enjoyment of his or her Lot or of the Common Area.

Residents should be cognizant of their neighbors and refrain from smoking near their neighbors balconies and backyards. An email will be sent to all residents of HH-II.

Save the Date: Homeowners Meeting - Monday, February 15th, 6:30 to 7 social. Meeting at 7. A light meal will be served. Agenda:

Financial Report
CORE
Election of Officers
Landscaping
Sewer Laterals
Security
New business

The meeting was adjourned at 9:15 PM

Minutes Submitted by Hiller Highlands Phase II Secretary Tracey Perkins