



HILLER HIGHLANDS FIVE ASSOCIATION

Board of Directors
Highlands Country Club
Oakland, CA 94618

Approved MINUTES

Board of Directors Meeting
Tuesday, July 24, 2012
Hiller Highlands Clubhouse

Call to Order: Gerhart Kneissl, President, called a regular meeting of the Board of Directors to order at 7:00 p.m.

Board Members present: Gerhart Kneissl, President; Tommy Arnold, 1st Vice President, Mitra Moheb, 2nd Vice President; and Sandi Bonacini, Treasurer; and, Joanne Brown, Secretary.

Staff Present: Michael Lee, Collins Management.

Informational Presentation: A representative of Rescue Rooter discussed the application of the East Bay Private Sewer Lateral Program in the sale of homes. The purpose of the Program is to avoid sewer water contaminating the public fresh water supply and ultimately, polluting the Bay. The Program requires owners to obtain certification that their sewers meet Program standards or by contract of sale, shift that responsibility to the new owners, who must comply within a specified period of time. HOA duties for the main sewer connection do not arise until 2021.

Homeowners Forum: A broad discussion ensued about the program and owners and HOA responsibilities. Organizing a joint meeting with other Hiller HOAs to hear a presentation by EMBUD to give owners an opportunity to obtain more information about the Program and ask specific questions was proposed.

President's Report: President reported on watering gushing down Hiller (report was forwarded to Landscaping Committee); that the curb painting issue relating to 39 Hiller had been resolved through an agreement that the red zone would be expanded by a total of 24 inches; complaints had been received about personal property left on the sidewalk (Michael will inform the owner of # 403 in writing that the property must be removed or properly stored).

Agenda: The Board reviewed the agenda of the July 24, 2012 regular Board meeting.

Minutes: Upon motion duly made and seconded, the Board approved the minutes of the June 26, 2012 regular Board meeting as amended with one abstention.

Committee Reports:

Landscape Committee: Report was reviewed and accepted; problem with open hole created by removal by COMCAST of utility cover was discussed and Board members were assigned to make direct inquiries of the owner and COMCAST if necessary.

Safety: No report.

Fire Prevention (Bob Sieben): Written report was reviewed and accepted; good work continues to be done to protect the hills from overgrowth in conjunction with the City.

Architecture/Infrastructure (Steve Roland): The fence is being repaired/painted at # 101 Starview and changes in roofing specs will be published in the HOA Newsletter and may require amendments to the CCRs;

Social Committee (Volunteer needed): No report.

Street Lighting (Bob Mehus): No Report.

Treasurer’s Report: S. Bonacini reported on the Association's financial activity for the period ending 6/30/2012.

Financial Statements: The Board reviewed the financial statements ending June 30, 2012 by Collins Management Company.

Bank Reconciliation: The Board reviewed the bank reconciliation June 30, 2012 provided by Collins Management Company.

Aged Receivables: The Board reviewed the aged receivables report as provided by Collins Management Company.

Management Report:

The Board reviewed the “punch list”.

Calendar update: CPA proposal for annual HOA audit was received and approved by Board.

Other Business:

Revised Parking Rules: Pam will rewrite the notice for the September meeting.

Reported Signage Violations (e.g., for sale, security, contractor) were discussed. Board members will review CCRS for exact language regarding limitations on signage; Michael will review past Board decisions. Orientation for new residents-owners to welcome them to the HOA and discuss their responsibilities to the community was deferred. A social event was discussed as an alternative to a formal written package. A proposal to install safety cameras was discussed and not supported.

Gas Shutoff Valve Progress: Management reported that checks continue to be issued for reimbursing homeowners who have already installed the gas shutoff valve.

Adjournment: There being no further business, the meeting adjourned at 8:45 p.m. The next meeting is scheduled for Tuesday, August 28, 2012.

BOARD CERTIFICATION

I, _____, _____
Name of director Office held

of the Hiller Highlands V Homeowners Association do hereby certify that the foregoing is a true and correct copy of the Minutes of the Hiller Highlands V Homeowners Association Board of Directors Meeting held on July 24, 2012, as approved by the Board members in attendance.

Signature Date