



HILLER HIGHLANDS FIVE ASSOCIATION

Board of Directors
Highlands Country Club
Oakland, CA 94618

APPROVED MINUTES

Board of Directors General Meeting
Tuesday, February 20, 2013 7PM

Call to Order: President Gerhart Kneissl called a regular meeting of the Board of Directors to order at 7:25 PM.

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

Staff Present: Michael Lee, Collins Management.

Homeowners Forum: No discussion

President's Report:

President Kneissl reported that two new owners residing on Hawks Hill Court. 6666 Charing Cross has been listed for sale. Waste water lateral replacements by HOA summarized. Estimate for the removal of rocks from the slide was discussed. Annual meeting (March 26) it will be preceded by dinner for members.

Agenda: The Board reviewed the agenda of the February 20, 2013 regular Board meeting.

Minutes: Upon motion duly made and seconded, the Board approved without objection, the minutes of the January 22, 2013 meeting.

Committee Reports:

Landscape Committee

Chair submitted a written report and chair of the committee submitted the resignation of the committee subject to reappointment by the newly elected Board. Tree policy was approved; alternative signage to be located at the bottom of Hiller Avenue, will be displayed at annual meeting for member input. Chair will contact other HOAs to determine their willingness to contribute to the sign.

Safety and Fire Prevention (Bob Sieben):

Bob Sieben unavailable but his written recommendation to support Wild Fire Prevention Assessment District (WPAD) funding was discussed. Board unanimously agreed to refer the information and request for support to the individual owners and to allow information to be included in the annual meeting packet to owners. Discussion regarding emergency generators was postponed to April meeting when Bob Sieben could provide more information on specs and use of such generators in other venues. Renewal of contract for fire prevention services/clearing and debris removal moved, seconded and adopted unanimously.

Architecture/Infrastructure (Steve Roland):

Chair Roland will obtain by April meeting a second set of paint color charts. Letter to owner (#88) with photos showing areas needing repair approved; Collins to prepare letter and send to owner with 60 days to respond. Gunnite estimate will be presented at April meeting. Fences (and rear gate) on # 15,17 & 6 need to be painted; Chair will report.

Street Lighting (Bob Mehus): no report

Treasurer's Report: S. Bonacini reported on the Association's financial activity for January – February 22, 2013. Approved

Financial Statements: The Board reviewed the financial statements ending January 31, 2013 provided by Collins Management Company. Approved

Bank Reconciliation: The Board reviewed the bank reconciliation and aged receivables report January 31, 2013 provided by Collins Management Company. Approved.

Motion to approve 2013-2014 budget as presented, with no increase in assessments made, seconded and approved unanimously.

Management Report:

Annual meeting package will be mailed following week.

Other Business:

Rockslide: Estimate by Miller Pacific Engineering for rock removal (\$2400). MM will assume lead responsibilities on the project for 2013-2014 Board and meet with engineers to inspect the slide. Miller Pacific will submit a proposal for removing the debris. The Board will consider a special meeting to consider the proposal, if necessary. Motion made and seconded to approve \$2400 for the engineering study; passed unanimously.

New Business:

Reserve Study discussed; no modifications were submitted by Board. Motion was made and seconded to approved; passed unanimously.

Adjournment: There being no further business, the meeting was adjourned at 8:39p.m. The next meeting is annual meeting on March 26, 2013.

EXECUTIVE SESSION

Convened at 8:39 PM by President Kneissl. Minutes of January 22, 2013 Executive Session Meeting received, reviewed. Motion made and seconded to approve; passed unanimously. Adjourned 8:41 PM.

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 February 20, 2013, as approved by the Board members in attendance.

Signature

Date