



**HILLER HIGHLANDS FIVE ASSOCIATION**  
c/o Collins Management  
500 Alfred Nobel Drive Suite 250  
Hercules, CA 94547

**HILLER HIGHLANDS V HOMEOWNERS ASSOCIATION**  
**Board of Directors Meeting Agenda**  
**Highlands Country Club**  
**110 Hiller Drive Oakland CA 94618**  
**September 24, 2018 at 6:30 p.m.**  
**AGENDA**

1. Call to Order: 6:30 p.m.
2. Homeowners Forum: *The Board will set aside 15 minutes at the beginning of each meeting for Homeowners' Forum. Prior to the start of Homeowners' Forum, the Board President will determine how many people wish to speak and determine a time limit of no more than three minutes in order to maximize the opportunity for all owners to have a chance to speak. A director or manager may briefly respond to statements made or questions posed. Speakers must observe rules of decorum and not engage in obscene gestures, shouting, profanity or other disruptive behavior. Sadly, this admonition is necessary because of outbursts in the recent past. These guidelines ensure that others will have an opportunity to speak. Speakers may not allot their time to others.*
3. Guest Recognition: Thuan Tran, Thuan Landscaping & Gardening Service
4. President's Report
5. Minutes
  - a. Approval of the August 28, 2018 Board Meeting Minutes
6. Committee Reports
  - a. Fire Prevention (Bob Sieben)  
Thuan Landscaping & Gardening Vegetation Management Contract
  - b. Landscaping (No chairperson)
  - c. Safety (Ann Kneissl)
  - d. Architecture/Infrastructure (Steve Roland)  
Common Area Fence Repairs  
51/53 Sidewalk Repair Proposals  
Paint Color Guidelines
  - e. Street Lighting & Parking (Michael Saba)
7. Treasurer's Report
  - a. Financial Statement for August, 2018
  - b. Bank Reconciliation for August, 2018
  - c. Aged Receivables for August, 2018
8. Other Business
  - a. Signs for the path along the V ditch from SC to HHC
  - b. Signs (and/or a chain) at the fire road off Hiller Drive below HHC and SD
  - c. Repair to the steps leading down to the V ditch path from SC and HHC
9. Correspondences: Pest Concerns
10. Management Report
  - a. Punch List
  - b. Calendar
11. Adjourn
12. Executive Session (following Board Meeting): Legal Matters