



HILLER HIGHLANDS FIVE ASSOCIATION

Board of Directors
Highlands Country Club
110 Hiller Drive Oakland, CA 94618

APPROVED MINUTES

Board of Directors General Meeting
Tuesday, September 24, 2019, 6:30 PM

Call to Order: Diane Seifi, President, called the meeting to order at 6:33 PM.

Board Members present: Diane Seifi, President; Jean Chen, 1st Vice President; Aaron Chan, 2nd Vice President; Christian Kirsebom, Treasurer, and Lisa Sommer, Secretary.

Board Members absent: None.

Staff Present: Michael Lee, Collins Management.

Members Present: Pam Williams, Bet Lai, Akiko Yuda, Rosalie Jing, Michael Saba, Steve Roland, Matt Cantor and Mindy Mull, and Susie Neffinger.

Homeowners Forum: The Board convened an open forum for members and residents to comment on various community issues: M. Mull reported concerns with the tree and landscape request for 90 Starview Drive. R. Jing reported on her tree maintenance request for fire safety. There was discussion regarding the wisteria and whether it is a fire hazard. Management will check with Oakland Fire Department.

President's Report: No report.

Minutes:

July 30, 2019 Regular Board Meeting: J. Chen motioned, L Sommer seconded, to approve the July 30, 2019 Board meeting minutes as presented. Motion carried 4-0 (A. Chan abstains).

August 27, 2019 Regular Board Meeting: L. Sommer motioned, J. Chen seconded to approve the August 27, 2019 Board meeting minutes as presented. Motion carried 5-0.

Committee Reports:

Fire Prevention: Path behind Starview Drive will be looked at. Goat grazing on the hillside for next is being discussed with the contractor.

Landscape Committee: There is poison oak behind the even homes on Starview Court. Fire Prevention will check with EcoSystems Concepts to see if they can assist with the removal of the poison oak. The committee reported on the issues with the landscaping service by Serpico Landscaping.

The committee met with homeowners who requested tree maintenance for tree views. The committee will receive proposals for the view restoration work. Six of the approximately twenty diseased Shumard Oaks are being removed.

L. Sommer motioned, J. Chen seconded, to ratify the approval for the two controller replacements for \$1,980 per controller to be paid out of reserves. Motion carried 5-0.

Safety (Ann Kneissl): No report.

Architecture/Infrastructure (Steve Roland): S. Roland reported that there have been several paint requests from homeowners. They are reviewing the paint color board.

Street Lighting and Parking: No report.

Social Committee: No report.

Treasurer's Report

Financial Statements: The Board reviewed the August 2019 financial statements and bank reconciliation reports as provided by Collins Management.

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

Resolution to Approve Liens: WHEREAS, the Board of Directors has reviewed the current list of delinquent owners and state law requires the Board to decide by a majority vote of directors at an open meeting whether to record a lien against the property of owners who are delinquent in the payment of assessments and WHEREAS, a notice of intent to record a lien has been or will be sent to such owner(s), the Board took the following action: None.

RESOLVED by a majority of directors at this open meeting, to record a lien against the property of those owners whose assessments are delinquent when the 30-day grace period specified in the notice of intent to record a lien has expired. This decision is made specifically in regards to the following account(s): None.

Other Business:

Trail/Steps Repair Proposal by 6662 Charing Cross: Management is waiting for additional proposals. Tabled.

Rental Information Request Letter: Management reported that they have received responses from owners and received copies of their leases.

HHV Website: The Board is interested at looking at an alternative to the HHV website. Management will provide information for the Board to review the Collins Management web portal.

Landscaping Issues: The Board discussed concerns with the Serpico Landscaping and their performance. Management will notify the landscape committee that the Board would like to go out to bid for landscape services.

Solar Policy Proposal: The Board reviewed a proposal from Angius & Terry to draft a solar policy. A. Chan will provide the policy from another association for the Board to review.

Management Report: No report.

Adjournment: There being no further business, the meeting adjourned to Executive Session at 8:23 p.m.

The next regular Board meeting is scheduled for Tuesday, October 29, 2019 at 6:30pm.

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 October 29, 2019 approved by the Board members in attendance.

Signature

Date