



Hiller Highlands V Newsletter

Fire Inspection Notices

The annual fire inspections of your property were conducted by the Oakland Fire Department (OFD) in May. The results were either hung on your doorknob or inserted between your door and the door frame. If you are out of compliance, a notice was also mailed to the property owner.

The HHV Association is responsible for compliance outside any Exclusive Use Common Area. Although there is now a way to figure out which properties are out of compliance, it would be very helpful for the homeowners to notify Collins Management if they receive a noncompliance notice. You are responsible for the property within your Exclusive Use Common Area, but the form will not specify whether this is the area that is out of compliance.

Firemen from throughout Oakland will do the initial inspections on all 25,000 properties in the Oakland Hills within the Oakland Wildfire Prevention District. They will not know which homes are in our homeowners' association. Fortunately, due to the relationship that Bob Sieben has with the OFD and his work in the area, they will work with him to determine which properties in HHV are out of compliance and to bring the home into compliance.

For example, if tree branches or flammable brush are within 3 feet of a window, or within 10 feet under or over decks or roofs. On steep slopes, grasses and ground covers may need to be mowed to a height of less than four inches to 50 feet from the structure. This is required by state and city fire codes. These are minimal standards in close in areas. Dr. Sieben has agreed to supervise the management of fire prone vegetation on the steep, close in slopes, that Serpico no longer manages, in addition to the 14 acres of unlandscaped areas he already supervises. This work is done by Shelterbelt Builders, an expert vegetation management company. His standards are higher than those required by the fire code. Each microclimate is different and requires special consideration of erosion risks, the effects of shade and sun, late rains, and the exposure to dangerous northeasterly Diablo winds. His responsibility is only for wildfire protection, exclusive of concerns about views.

It is extremely important that the Board, through Collins Management, be notified of any property determined to be out of compliance, so they can deal with all of these properties with the fire inspector at one time.

Please spread the word and tell your neighbors in case they are not aware of these fire inspection notices. Your cooperation is greatly appreciated.

Landscape Questions & Requests for Service

All QUESTIONS regarding HHV landscaping should be sent by email directly to Michael Lee at Collins Management at michael@collins-mgmt.com. Michael will respond or forward the questions to the landscape committee.

Requests for grounds service and/or tree service require a Landscape Service Request form. The forms can be downloaded from the HHV website at <http://www.hillerhighlandsfive.com>

To locate the forms, click on the 'Documents' heading in the upper left-hand corner of the home page. Then scroll down to the 'Forms' heading, and down load the 'Landscape Change' form or the 'Tree Service Request' form. After filling out the form please deposit it in to the HHV mailbox located at 37 Starview Dr.

All requests for tree service must be submitted between **July 1st and September 30th**. The landscape committee will review all tree requests and will contact homeowners regarding their requests.

If there is an emergency with a water leak or tree down, please contact Tina Diskon at (510) 540-0929.

Please do not directly contact the landscape workers. They have their instructions for each day they are working on our property and are unable to change their work assignments.

Rules Reminder

As homeowners, we are committed to preserving our neighborhood and protecting our property values by maintaining our homes per the Covenants, Conditions and Restrictions (CC&R's) each of us received and agreed to when we purchased our homes. The community is regularly monitored in accordance with the governing documents to preserve the architectural harmony and appearance of Hiller Highlands V, as well as the health, welfare and safety of all the residents.

The most frequently violated association rules are:

PARKING (complete parking rules are located in the Rules and Regulations)

Parking is explicitly **prohibited** at all times at the following locations:

In the street across the front of any residence driveway on the private streets.

In the circular drives located between 60 and 66 Starview Drive, and between 82 and 86 Starview Drive.

At any location that would impede or block access to another resident's driveway.

GARAGE

Each owner and resident shall keep all garages in safe condition.

Each garage door shall remain closed except when necessary to provide ventilation for individuals working in the garage area.

Garages shall only be used for the parking of motor vehicles, storage and workshop purposes.

WINDOW COVERINGS

Window coverings installed in windows of any residence that are visible from the street shall be of a light color (beige, white, or off-white). In no event shall aluminum foil, contact paper, sheets, newspaper or similar materials be placed in windows.

SPORTS APPARATUS

No sports apparatus of any kind shall be placed upon or attached to any lot, residence (including garage), or Common Areas (including private streets and Exclusive Use Common Areas) without prior written permission of the Board.

OTHER ACTIVITIES

Skateboarding, rollerblading, and similar activities are prohibited at all times in the Common Area, circular driveways, and private streets.

No illegal, noxious or offensive activities shall be carried out or conducted within the development that may be considered an unreasonable annoyance or nuisance to neighboring property owners, including, but not limited to barking dogs, excessively noisy air conditioners, stereos, televisions, motor vehicles, etc.

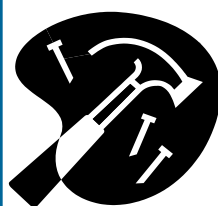
Property Upkeep

We would like to thank those who maintain their property to the standards of the association. At times, we notice that there are items that need to be repaired or replaced. Inspections were done to determine which property needs to have some work done. Some of the homeowners were notified of the necessary work to their property. Additional notices will be sent out in the coming weeks to the remaining properties. Attention to maintenance issues enhances the property values of everyone.

HHV Website

Have you visited www.hillerhighlandsfive.com lately? This website provides important information for our community including our governing documents, contact information, architectural change form, landscape forms, meeting minutes and agendas, etc. Please note that the minutes are only posted after they have been approved by the Board. Another important function of the website is the email list which will allow the Board to notify the Association of safety issues like recent crime activity and reminders for community events. Don't worry, we won't fill your inbox with spam. Please send your email, name and home address to michael@collins-mgmt.com. Sending this information to Michael will also help reduce the mailing costs and office expenses to the Association.

Architectural Application Process



Are you planning to work on your home this summer? Please remember that when the time comes to paint your home or make other exterior modifications, you will need to inform the Association of your plans and obtain approval in order to proceed. A completed Architectural Change form is to be submitted to the Architectural Committee for consideration and approval. To obtain an Application for Architectural Change form, contact Collins Management at (510) 262-1795 or Steve Roland at (510) 644-1315. You can also download the form on the HHV website at www.hillerhighlandsfive.com.

How to Protect Your Home From Embers

70% of homes lost to wildfire are ignited by flying firebrands. It is *your* responsibility to protect your home from the embers that will bombard it when the next major fire occurs. OFD inspections and the HHV CC&R's do not cover this.

Here is what you can to reduce the odds of embers igniting your home:

1. Do not keep combustibles on or under your deck or stairs.
2. If you have a patio, do not place combustibles against your fence, keep vegetation away from windows, remove dead plants and limbs from your vegetation, keep any fuels light and airy, and use non-combustible materials to create a non-ignition zone adjacent to your home and fence. (Recommendations for our area can be found at wildfireprevention.info)
3. Screen vents in the foundation and on or under the roof with 1/8th inch wire mesh.
4. Screen opens spaces below decks or stairs within 12 inches of the ground with 1/8" metal mesh.
5. If the underside of your siding is not sealed, use a fire proof caulk to seal it.
6. Staple 1/8th inch wire mesh to the lower edge of siding within three inches of the ground or driveway to prevent embers from lodging underneath it.
7. Keep mulch at least 12 inches away from any fence.
8. Chip out and caulk decayed wood, which is susceptible to ignition, at edges of window sills, decks, and fences.
9. Replace flammable or damaged utility closet doors and vents with fire resistant material.
10. Lattices made of thin wood ignite easily.

The landscape committee has done a good job of reducing fuels in the landscaped common areas. Firebreaks and fire safe zones have been created in the extensive areas beyond the landscaped zones. But one negligent homeowner can be responsible for the attached homes in his/her pod and the nearby pods being consumed by flames.

Work together to make our community a fire safe one.

— Bob Sieben, Fire Prevention coordinator

Helping to Prevent Mail and Identity Theft

- According to the United States Postal Service, 95% of mail theft can be prevented if people bring in their mail every day. If you will be away, either put your mail on hold or ask a neighbor to retrieve it.
- Do not place outgoing mail in your mailbox. Take it to the Post Office or place it in a Postal Service big blue mailbox.
- When possible, have packages delivered to your place of business or to a central pickup location.
- Consider signing up for Informed Delivery through the Postal Service. You will receive a daily email that includes a scan of all letter size envelopes that should be delivered to you that day. It is quick and easy to sign up at <https://informeddelivery.usps.com/box/pages/intro/start.action>
- An identity thief needs only a name with an address to begin building an identity to steal. Besides shredding mail-back cards, credit card applications and insurance applications you should also shred envelopes addressed to you, extra return address stickers, magazine mailing labels and anything else that includes both a name and an associated address.

Board Officers and Committee Chairs



Jan Howard - President

(510) 848-7094

Michael Saba - 1st V. President

(510) 845-2995

Tina Diskon - 2nd V. President

(510) 540-0929

Joe Schulz - Treasurer

(510) 848-8488

Crystal Lassiter - Secretary

(214) 263-8611

Steve Roland - Architecture Chair

(510) 644-1315

Bob Sieben - Fire Prevention

(510) 841-2746

Diane Seifi - Safety Chair

(510) 705-1203

Bob Mehus - Lighting Chair

(510) 549-2221



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c/o Collins Management

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Hercules, CA 94547

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Email: michael@collins-mgmt.com

www.collins-mgmt.com

Board Meetings and Homeowners Forum

The Hiller Highlands V Board of Directors meets monthly and meetings are typically held on the last Tuesday of every month. There are some exceptions to the meeting schedule and homeowners are notified when there is a change. Homeowners are welcomed and invited to attend and voice their concerns. The Board meeting agenda is posted near the Association's mailbox at 37 Starview Drive, four days prior to the meeting. Come learn about the important issues your Board of Directors are working on.

The Board sets aside 15 minutes at the beginning of each meeting for Homeowners' Forum. The Board President will determine how many people wish to speak and determine a time limit 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 (which sadly has occurred in the past). The time guidelines ensure that others will have an opportunity to speak.

Although members do not have a legal right to participate in Board discussions and votes, the Boards can invite input from the audience on particular items of business if they so choose. This is at the discretion of the Board. Once a motion has been made and seconded on an item of business, the President may invite comments from the audience. Once comments have been received, discussion will be closed and a vote taken by the directors.

The meeting schedule for the remainder of 2017 is as follows:

June— Tuesday, 6/27/17

August — Tuesday, 8/29/17

September — Tuesday, 9/19/17

October — Tuesday, 10/17/17

November — Thursday, 11/16/17

December — No meeting.

Updated Contact Information

Hiller Highlands V utilizes an emergency roster that provides contact information for each homeowner and resident. The list contains names and phone numbers organized into 12 groups according to address that was developed for distribution to the all residents and owners. This list is critical in case of an emergency. You have the right to request your phone number not be on this list. However, if you do so it will put you at a significantly increased risk in the event of a fire, earthquake or other emergency.

Please review the enclosed emergency roster to verify your contact information. If your information or your tenant's information is incorrect or needs to be updated, please contact Collins Management at (510) 262-1795. A form to update your information will be sent to you. For your convenience, you can also fill out the form online at www.hillerhighlandsfive.com. Please return the completed form via mail, email or fax. Also, if you haven't provided your email address or have changed your email address recently, please email it to: michael@collins-mgmt.com.

If you are renting your unit, please remember that you are required to notify the Association and provide your tenant's name and contact information. For more detailed and specific information on the leasing or renting of your unit, please see sections 2.10 to 2.13 of the CC&Rs.

The next Board meeting will be held on June 27, 2017 at the Hiller Country Club starting at **6:30 PM**. Please note that this is the third Tuesday and not the usual last Tuesday of the month. Homeowners are encouraged to attend.