

**Hiller Highlands Association Board Meeting Minutes  
Highland Country Club: 5/14/2018**

**Board members present:**

Tricia Swift, President  
Carole Anderson, Vice President  
Steven Cobbledick, Treasurer  
Gary Firestone, Secretary  
Rosanna Poret, Board Member  
Steven Willoughby, Board Member

**Spyglass Hill residents attending the meeting:**

Ann Mulligan  
Sonja Woodham  
Judy Geoghegan  
Hosein Bavafa  
Rosalind Ono  
Ursula von Fluegge

**Visitor:** Charlotte Russell-President of HHIII Association

**Meeting called to order:** 7:01 pm

**Agenda Items:**

**I. Approval of Minutes from April 16, 2018**

Minutes were approved.

**II. Treasurer's Report (by Steve C.): Approved**

Operating Account (Union Bank): \$15,348.23  
Reserve Account (Union Bank): \$96,955.76  
Reserve Account (Certificate of Deposit): 0.00  
**Total:** \$112,303.99

Steve C. reported that the drop in operating and reserve account funds compared to last month is due to a payout of \$15,440 to Expert Tree Service, and that the board meeting date is before the monthly dues are to be collected and deposited into the HHI account. Steve C. also reported that the taxes were sent in.

**III. Homeowner's forum**

Rosalind described a failing and damaged retaining wall behind her property. From several pictures that Rosalind brought to everyone's attention, the retaining wall appeared to show significant water-damage, and leaking due to damaged bricks and mortar. It was decided that Scott Sparling, a structural engineer, should be contacted about the nature of the damage and what is needed to repair the retaining wall.

#### **IV. Old Business**

**Speed reduction barriers:** Carole surveyed the residents of the street about their opinions concerning the potential use of physical barriers on the street to reduce speeding, such as speed bumps and humps. Carole reported that the majority of the residents felt that something should be done about regulating the 15 MPH speed limit on the street; however, most of those responding to the survey were against putting in physical barriers such as speed bumps/humps for a variety of reasons (including being unsightly, do not work, not necessary, and braking noise). Carole also mentioned other measures that could be used to reduce the car speeds such as renting a flashing MPH sign and painting the speed limit on the street. Discussion of this issue will be continued at future board meetings.

**Parking issues:** A committee was formed (David Roth, Ann, Hosein, and Gary) to develop a “user-friendly” plan to clearly designate and distinguish visitor/guest parking spaces from parking spaces reserved for individual units, and to coordinate this plan with the design of new signs at the south entrance to Spyglass Hill. The committee will also look into developing and recommending plans concerning other parking issues including potential ways to increase the number of visitor parking spots on the street, defining procedures for communication with towing companies (and regulation of tow truck entry on the street), and developing a potential “code of conduct” for residents related to parking issues.

**Lighting Repairs:** Steve W. reported that the majority of non-working lights are fixed and that work on the remaining non-working lights is in progress.

**Landscaping:** Two the three irrigation clocks are not working (they are both ~15 years old), and they both lack surge protectors. A motion was approved to purchase two new irrigation clocks (at an approximate cost of \$10,200 for both clocks). Also, approved was a motion to let Rosanna decide between the bids of Cleary Brothers or Trimac to replace the old irrigation clocks with the new ones. There were several complaints about the inadequate job that Cleary Brothers was doing concerning the upkeep of the landscaping, such as weeding. It was decided that Cleary Brothers be given a 30-day notice that we plan change landscape companies, and that Trimac should be contacted about providing a bid for the landscaping job on the street. Tricia and Rosanna reported that they met with Dan Frankie (Clearly Brothers) about work needed to clean-up the V-ditch area.

**Fire debris removal:** There was continuing discussion about trimming of trees and hauling of dead trees, and the clearing of the overgrowth bushes for fire safety. Carole has been working on grant proposals to help defray the cost of fire debris removal on HHI property, and she reported that the Diablo Fire Safety Council received the proposal recently submitted by her. Carole also reported that we are waiting to hear from the Diablo Fire Safety Council about their fire-safety recommendations.

**Maintenance Standards:** Rosanna, Sonja, Ann and Carole agreed to form a committee to start working on developing maintenance standards for the HHI Association

## **V. New Business:**

**Coordination with HH III HOA:** On May 9<sup>th</sup>, 2018, Tricia, along with Charlotte Russell (President of HH III HOA) who was attending our board meeting, participated in a meeting that also included Sue Piper, President of the North Hills HOA, Vincent Crudele, OFD, and Steven Hanson. As stated in Tricia's written report, the purpose of the meeting was to review the area above the lower V-ditch, to determine the condition of the hillside, and to discuss how HHI and HHIII might cooperate. Charlotte reported that HHIII sprayed the area above the V-ditch with the intent to kill off existing ivy and other plantings, with the goal of redoing the total landscaping by replanting with drought- and deer-resistant plants. Charlotte (and Tricia) reported that a portion of the sprayed area actually belongs to HHI, and that the HHI irrigation system in this area is decrepit and likely non-functioning. Clearly Brothers were asked for a proposal to resurrect the irrigation system. Charlotte reported that HHIII is planning to have their land surveyed so that the precise boundary between HHIII and Windward Hill (HHVI) land is defined. Both Tricia and Charlotte recommended that HHI and HHIII actively cooperate to complete the landscaping in the area affected by spraying between the two associations' properties, to address fire fuel reduction, irrigation, V-ditch maintenance, and tree trimming for view from HH III downslope homes.

Vincent Crudele (OFD Fire Suppression) commented on fire fuels during a walk along the V-ditch, and he mentioned different types of fire fuels ranging from "Flash Fuels" that can be ignited with a spark or cigarette butt, to fire fuels that take different lengths of time to ignite after exposure to flash fuels. It was noted that Clearly Brothers significantly cleared the V-ditch and the weeds from the area approximately two feet on both sides of the V-ditch. In the hillside above and below the V-ditch, there was oak leaf litter of almost 6 inches in depth, in places, which is considered to be flash fuels. There was also an abundance of tree limbs that are within 15 feet of the ground that need to be trimmed, as well as many dead branches and sticks on the ground that are considered to be "1-hour fuel risks." It was also reported there is an abundance of "broom" that needs to be pulled out becoming more established. Tricia also reported that a tree is growing up against Lynnette's and Sonja's building that needs to be trimmed.

**Other New business:** Tricia formally resigned from the HHI Association board because of her moving to Boston, and Carole was appointed as the new President of the HHI Association.

The Spyglass Hill website address/link is <http://hillerhighlandsone.net> and **spyglassresident** is the login-in phrase. The board encourages everyone to use the website and provide feedback about how it might be improved.

Meeting adjournment: 8:25 pm

Next board meeting is scheduled for Monday, June 18<sup>th</sup>, 2018 at 7 pm.

Respectfully submitted by Gary Firestone