

**Hiller Highlands Association Board Meeting Minutes
Highland Country Club: 6/18/2018**

Board members present:

Carole Anderson, President
Steven Cobbledick, Treasurer
Gary Firestone, Secretary
Rosanna Poret, Board Member

Spyglass Hill residents attending the meeting:

Hosein Bavafa
Rosalind Ono

Meeting called to order: 7:02 pm

Welcome and Opening Remarks: Carole began her term as the new HHI board President, taking over from Tricia (who moved to the East Coast). In her opening remarks, Carole mentioned that she wants to facilitate a culture of open discussions at the board meetings. All of the board members present at the meeting agreed that the size of the board should remain at five members, and that the addition of a sixth board member (to replace Tricia) is not needed.

Agenda Items:

I. Approval of Minutes from May 14, 2018

Minutes were approved.

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

Operating Account (Union Bank): \$30,614.36
Reserve Account (Union Bank): \$97,218.11
Reserve Account (Certificate of Deposit): 0.00
Total: \$127,832.47

III. Homeowner's forum:

No issues were discussed

IV. Current Business:

Landscape contractor change and Irrigation Clock: Rosanna reported that Cleary Brothers were given a 30-day notice, and the HHI Association accepted the bid from Trimacs for landscape work on the street. Rosanna also reported that Trimacs installed two new irrigation clocks that were broken, total cost of \$5,490, (the third irrigation clock had previously been replaced by Cleary Brothers). Rosana was also informed that Cleary Brothers (the prior landscape contractor) originally never

programmed the clocks properly. Trimacs programmed all three irrigation clocks, noting that eventually the clock mechanism will be linked to satellite timing. Irrigation is now flowing throughout the property, solving several neighbor complaints.

Fire Prevention: Carole provided an update on the results of the fire prevention walkabout with Vincent Crudele (OFD Fire Suppression). She reported that the back hill needs to be cleared of ground fuels, dead branches and of some broom. Rosanna mentioned that Lance has provided a bid of \$10,000 to do work, and that she will report on the final extent of the work when completed. In this regard, Carole reported that she is waiting to hear from the grant proposal submitted to the Diablo Fire Safety Council that would pay \$5,000 as 50% matching funds to defray the cost of fire debris removal on HHI property. Both Carole and Rosanna pointed out that there is more work needed than available funds.

Cooperation with the Highlands Country Club and HH Phase III. Carole reported on fire prevention strategies involving cooperation with the Highlands Country Club (our downslope neighbor) and with the HH Phase III Association (our upslope neighbor). Carole talked to Tim (of the HCC) about removing broom near our property lines. Rosanna volunteered to talk to Charlotte Russell, President of the HHIII Association, about how to address the landscaping in the area affected by the accidental spraying by HHIII. One suggestion was to discuss with Charlotte the possibility of placing River Rock in the area.

Street Resurfacing Failure: Carole reported that the new resurfacing of the street by Dryco was defective with many areas of the street surface needing to be repaired. Carole plans to discuss the issue with Dryco, and mentioned that the cost of these repairs should be covered by the warranty written into the contract with Dryco.

Emergency Box Replacement: Emergency Box was damaged beyond repair by a car accident caused by a driver who lives in the #46 unit. Carole reported that State Farm Insurance plans to provide a \$1183.56 payout to purchase and assemble a new emergency box. (Post meeting update: The Emergency Box arrived, Joe Firestone assembled it, and the emergency items were placed back into the box).

V. New Business:

Parking Committee: A parking 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 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), enforcement rules, and developing a potential “code of conduct” for residents related to parking issues. Gary reported that the first meeting was scheduled for June 22nd.

Miscellaneous Parking Issue. Carole reported that the Unit #51 owner wants to trade his current deeded easement parking space with the visitor's parking space next to the emergency box. This exchange of parking spaces works well for the HHI Association and for the Unit #51 owner. Carole will prepare a letter to the Unit #51 owner asking him to start the paperwork needed for the exchange the two parking spaces, and that the Unit #51 owner should not use the visitor's parking space until all of the paperwork is completed. (Post meeting update: Carole delivered the letter to the Unit #51 owner).

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: 7:58 pm

Next board meeting is scheduled for Monday, July 16th, 2018 at 7 pm.

Respectfully submitted by Gary Firestone