

**Hiller Highlands Association Board Meeting Minutes
Highland Country Club: 8/20/2018**

Board members present:

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

Spyglass Hill residents attending the meeting:

Ann Mulligan
Sonja Woodham
Rosalind Ono
Hosein Bavafa
Nahid Razai
Lynette Francis
Judy Geoheagan
Vijay Mahbubani
Shilpa Narang

Meeting called to order: 7:02 pm

Agenda Items:

I. Approval of Minutes from July 16, 2018

Minutes were approved.

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

Operating Account (Union Bank): \$22,527.68
Reserve Account (Union Bank): \$118,724.73
Reserve Account (Certificate of Deposit): 0.00
Total: \$141,252.41

Steve C. mentioned that the operating account fund was reduced compared to the last meeting because \$5,750 was spent on fire prevention work (see comments below in New Business).

III. Homeowner's forum:

- 1) Rosalind mentioned that someone driving a dark colored Audi has been taking down the chain at the South entrance to the street and not putting the chain back after driving through the entrance.

- 2) Rosalind mentioned that people walking their dogs (likely not Spyglass Hill residents) were not picking up the dog poop. No plans were presented to correct this issue.

IV. Current Business:

Neville Colaco Parking Space Exchange Request: Neville was not present to make a formal request to the board concerning the trading his current deeded easement parking space for the visitor's parking space next to the emergency supply shed. The discussion of this matter was rescheduled for the next board meeting.

Diablo Fire Safe Council funded work to be completed: Carole reported at the meeting that the proposal she submitted to the Diablo Fire Safe Council was partially funded (~\$4,450), and that to date, a total of approximately \$21,900 has been spent on fire prevention work. Carole also mentioned that she plans to submit another proposal to the Diablo Fire Safe Council (Post meeting update-this second proposal for \$5,000 was funded). Carole reported on her walk about with Rosanna and with Vince Crudele (Oakland Fire District Inspector) to inspect the HHI Association property. Carole led a discussion about how the "fuel ladder" needs to be properly managed, the dangers concerning the presence of mulch and branches close to the ground. (Post meeting note: Some of the fire prevention work identified by this walk about was completed). Vince Crudele asked to talk to the residents of HHI association. (Post meeting update: The meeting with Vince occurred on Sept. 10th, 2018 and will be reported at the next board meeting).

Landscape Update: Rosanna reported that all three irrigation clocks are properly programmed and running. Carole mentioned that she plans to talk to Charlotte (President of HHIII Association) about coordinating the cleaning out the V-ditch around the boundary between the HHI and HHIII properties (which is full of leaves and mulch) and pulling some bushes at the property line. There was also a discussion about planting native drought-resistant plants on the HHI association property, which everyone agreed was a good idea. Rosanna reported that Lance from Expert Trees has cut/trim some trees adjacent around several units to bring the landscaping back into Fire Hazard compliance. Carole reported that most of the broom around the property line between the HHI Association and the Hiller Highland Country club was pulled out. There still exists a fuel ladder in this area because of broom and other dead plant remnants that remain in the area.

Remaining fire prevention work and budget implications: Carole reported that an important outstanding issue is the cost of completing the fire prevention work, which is estimated to be around \$31,000. Carole provided a list of the costs of the needed fire prevention work in the upper slope and the lower slope of the HHI association property. Trimacs will only trim up to 7 feet from the ground, and they have recommended "hard pruning" of bushes and then maintaining the trimmed state of the shrubbery. The fire prevention work that needs to be completed includes removing lower branches of the trees, shaping shrubs and small trees, pulling broom, raking mulch and leaf debris,

trimming of the upper levels of trees as needed, shaping trees between buildings, and removing dead trees and bushes. The priorities of some of this work were discussed, and this will be an ongoing discussion.

Carole led the discussion on ways to raise the \$31,000 needed to complete the fire prevention work. Funding mechanisms include a special assessment to all unit owners, increased dues, or possibility a combination of both. It was pointed out by Steve C. that no vote is needed to assess the unit owners up to 5% of the gross operating budget (~\$200,000 per year). The civil code allows for such increases when there is an extraordinary experience and threat to personal safety, which everyone agreed is consistent with the need for appropriate fire prevention measures. No decisions were made on how to raise the \$31,000, and this important issue will be discussed at the next board meeting.

V. New Business:

Integrated with the above discussion on fire prevention.

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: 8:04 pm

Next board meeting was scheduled for Monday, Sept. 24th, 2018 at 7 pm, and this meeting was subsequently moved to **Monday, Oct 1st, 2018 at 7 pm.**

Respectfully submitted by Gary Firestone