

HILLER HIGHLANDS FOUR ASSOCIATION
30 Schooner Hill Oakland, CA 94618-2335

BULLETIN
First Quarter 2004

BOARD OF DIRECTORS

President	Alan Reader - areader@orindatravel.com	To 2004	843-0384
Vice President	Liz Dickson - dickson@grubbco.com	To 2004	849-0801
Vice President	Bob Kuzma - robbil32@pacbell.net	To 2005	981-1445
Vice President	Bob Allen - rallen@rpa-llp.com	To 2005	548-9088
Secretary/Treasurer	Gordon Seligson - sixch@ix.netcom.com	To 2004	845-1216 fax-1403

Hiller Highlands Four Association is a Planned Unit Development ("PUD"), which operates under the provisions of California's Davis Stirling Act. An elected Board of Directors is responsible for operation of the Association, including enforcement of the various rules and regulations that are part of a PUD. Each owner and resident should have a binder with the current rules and regulations, if you are missing the binder or are not sure if the contents are current, contact the Secretary.

The November 2003 Board meeting included the following in addition to routine business:

- Discussed status of the alignment of the insurance policy expiration dates.
- Confirmed engagement of Joelyn Carr-Fingerle, CPA, for preparation of the Association's 2003 tax returns.
- Reviewed summary of the ACC walk-around, letters have been sent to owners for corrective actions
- Approved landscape funds for small retaining wall at corner of Schooner Hill and Captains Cove next to 19 Schooner Hill; various planting projects; and funding for plantings and additional wood retaining walls on the slope above Captains Cove.
- Accepted Pauly Langguth's offer to become Hiller Four's representative to Hiller CORE as the Eastman's have asked to be relieved of this responsibility after many years of service. Acy Moore and Julia Burch have also graciously offered to assist with CORE activities as time allows.

The January 2004 Board meeting included the following in addition to routine business:

- Received an update on CORE activities and "duties" from John & Marlene Eastman.
- Reviewed and approved the 2004 budget (see enclosed January financials)
- Discussed the need for additional retaining walls and plantings on the slop above Captains Cove. Approved an additional \$3,750.

The Board held a special meeting on February 25th to review proposed landscape improvements and consider the future funding requirements for landscape and irrigation maintenance and improvements (see below under LANDSCAPE for more information)

Annual general meeting

The meeting will be held on **Wednesday, April 7th** at the Hiller Country Club. The social hour/buffet supper will start at 6pm, followed by the business meeting at 7:30. **Please complete and return the enclosed RSVP by March 19th**. If you do not expect to attend, also please complete and return the **proxy** (which can be made in favor to any other Hiller Four resident – who presumably intends to be present at the meeting – or to "the Board of Directors").

The terms of three members of the Board expire this year, although the three expiring director could each stand for another term, the Board is extremely pleased that Dick Saalfeld of 5 Captains Cove, David Spellmeyer of 23 Schooner Hill and Paul Goettlich of 35 Schooner Hill have agreed to stand as candidates for 2004/2006 Board.

Board meetings dates. The meetings are held on the third Wednesday of every other month at the Hiller Clubhouse starting at 7pm. Dates are March 17; the 2004 general meeting will be on April 7 (which is the first Wednesday of April), May 19, July 21, September 15 and November 17.

Please review the enclosed **Emergency phone tree** and provide updates if your telephone number is missing and/or other information is incorrect. Bob Kuzma continues to work on the **Hiller Four website** (HHIV.ORG) which will provide current Association contact information and the various governing documents.

FINANCIALS

The December 2003 (end of year) and January 2004 income/expense statements & balance sheet are attached. The majority of operating funds carryover, as shown on the December balance sheet, consists of prepaid 2004 assessments. The 2004 budget is indicated on the January document. Please contact the Treasurer if you have questions.

INSURANCE

The Association carries several policies (1) general liability, (2) directors & officers liability, (3) fidelity bond, (4) workman's compensation and (5) umbrella liability. The Statement of Insurance Coverages provides information about these policies, it is distributed whenever there is a change or policy renewal.

As previously reported, we experienced an approximate 70% increase in the liability/umbrella policy premium last year. The increase was not out of line with what other associations have been experiencing (in fact some encountered a 200% increase, which makes our 70% look pretty good). The continuing increases are due principally to a decreasing number of companies writing association policies. The Board choose to finance the liability/umbrella premiums, as we did not have sufficient operating balances on hand to pay the entire premium at one time.

With the 2003 policy renewal, the umbrella/excess policy (which heretofore had been excess only over the general liability coverage) limit was in fact increased to \$15 million and extended so that it also became excess over the Directors & Officers coverage. However the expiration dates for the general liability and D&O policies did not come up for renewal on the same dates, which going forward would make it difficult to put the policies out for bid. The following actions have therefore been taken:

- The expiration dates of the general liability, umbrella, D&O and fidelity bond policies have all been changed so all the policies expire on a common date, July 11th, which should simplify placing the policies out for renewal bids.
- The D&O coverage was reduced from \$5 million to \$1 million, since the \$15 million excess coverage is now in place.

It seems to take five to six months after policy renewal for the company to provide an updated policy to our insurance agent. When the general liability policy finally arrived in early January (for the July renewal) it turned out that we had an approximately \$4,000 refund for overpayment of the policy premium coming. So the 70% increase in fact is more in the order of 40%. An updated Statement of Insurance Coverages is enclosed. Contact the Treasurer if you want more information.

Flood Insurance

The following comes from a member of the North Hills Phoenix association and provided for your information.

"The recent rainy weather has caused us to think about floods and possible damage to the house (especially since the storm drain on our property was overwhelmed with runoff and sent a muddy flow of water towards our house). When I checked our insurance policy there was a clear exclusion for any damage that results from surface water flows, and that was quite a surprise to me. In addition to getting sandbags in place I called our insurance agent (State Farm) to discuss any coverage that was available and do some online searches on the topic.

Our agent told us that there was, for the most part, no coverage provided for water damage from runoff. I was troubled by this and did more research and found that there is a federal insurance program (the National Flood Insurance Program) administered by FEMA (more information is available at <http://www.fema.gov/nfip/>). While the program is limited in coverage and applicability, I called our insurance agent a second time to find out the details, as the policies are issued through insurance agencies. My agent first told me that the policies wouldn't be available for hills residents, as the policies are designed to provide coverage for things like burst dams or lakes that overflow their banks, and we generally don't have such things in this area. After pushing the agent a bit more, I found that the coverage would also apply to damage caused by seasonal creeks that overflow as well as natural watercourses that cause damage. We happen to have a seasonal creek that runs into our backyard (and into a storm drain) and when I informed the agent of this she thought that we could get a policy. I'm not sure of the specifics of coverage, but the preliminary quote I got was about \$400 and that sounded like a good deal.

So if anyone else is concerned about flood damage and would be interested in insurance to cover such damage, I encourage you to contact your insurance agent and ask about the National Flood Insurance Program. There are so many watercourses in the hills that it's possible many more people who don't know about the potential coverage are eligible for this program. And, of course, if anyone knows about other alternatives I'd be happy to hear about it."

ARCHITECTURAL CONTROL COMMITTEE (ACC)

Members: Bob Kuzma (chair), Keith Beckwith, George Innes, Christine Gehring, Barbara Reader, Liz Dickson, David Spellmeyer.

Owners were provided summaries of required corrective actions as the result of last summer's walk around in late November. As of the January Board meeting, approximately 50% have responded to the request.

There are still several **garage doors** which have assumed unsightly sags – for information, Connor's Overhead Door (who has done several replacements in the association) estimates replacement cost with an insulated metal door to be \$1,175; add another \$375 if a new motor (with 2 remotes) is required. If any owner has replaced their door using another contractor who provided satisfactory service (at a competitive price), please provide the name and price and we will include it in the Second Quarter bulletin.

Several owners are seeking a reliable **handyman**, if you have someone who has provided reliable and cost-effective service, please leave the information in the 30 Schooner Hill mailbox so we can include it in the Second Quarter Bulletin.

A reminder, you must obtain prior approval from the ACC before installing a satellite TV dish.

Another reminder: it seems like the PG&E meter reader is not consistently closing the **meter closet doors** after monthly readings, which has caused some number of the doors to swing in the wind and tear from their hinges. So, check your door as you pass it and if you spot the meter reader, perhaps a polite reminder/request would be in order!

LANDSCAPE COMMITTEE

Members: Barbara Schindler (Chair), Gay Joyce, Rita Wieland, Gordon Seligson

Work on the **North entrance**, the fourth of the “major” projects approved by the Board in 2001 is complete.

Efforts to stabilize and improve the appearance of the **slope above Captains Cove** are essentially complete (there are a few final plantings to be installed). During the project, a broken sewage or septic tank line from the last house on Buckingham was discovered; thanks to the persistence of Palmer Hill, our Cleary crew superintendent, the owner finally made repairs.

At the January meeting, the Board reviewed the proposal for the last of the 2001 major projects, that being the area above the guest parking area/below the down slope homes on Clipper. After lengthy discussion, it was agreed to defer approval of the project until consideration was given to alternative projects (which possibly include the slope below the Schooner Hill curve between 68 and 70 Schooner, the area beside 63 Schooner, the slope above Schooner at the South entrance, etc.), which may be a higher priority. The Board and Landscape committee will meet to consider these issues within the immediate future (see below). Unfortunately, given the very poor soil conditions (remember that most all of the little topsoil that was present pre-fire was lost during the removal of the foundations after the fire), so getting anything to grow (except in confined areas such as the streetscape plots in front of individual units) is a major challenge and expense!

The Board held a special meeting on February 24th as a follow-up to the January meeting. Three proposals for landscape enhancements were considered. It was agreed to proceed with a collection of seven smaller projects, which promise to have greater impact throughout the common area than either of the two suggested “major” projects (the area above the guest parking and the slope above Charing Cross (between residences at 68 and 70 Schooner Hill)). It is anticipated that work will commence on (at least one of) the two major projects later in 2004 once funding considerations have been resolved.

We survived the deluge of February 25th, which caused the “creek” flowing from the Felton property into the drainage ditch behind 1-3-5-9 Schooner Hill to bring large amounts of soil, tree limbs and grass down the hill. By the time Barbara Schindler and Julia Burch arrived with shovels, the water was within inches of the top of the wall (at it

is over three feet high at the point of the drain! The saving grace, in addition to the efforts of the two ladies (who really saved the day) and a quick to arrive Cleary crew, was Walter Schindler's outstanding design of the raised grate which allows water flow to continue despite rising levels of debris. The costs of the Cleary crew, together with a strong letter about the continuing situation, will be passed to Robert Felton. Those of you who are keeping an eye on the hillside will note a couple of new slippages, particularly in the middle of the grove of trees high above 1 and 3 Schooner.

STREETS, LIGHTING AND PARKING

Members: Robert Kreider (Chair – streets and lighting), Alan Reader (Chair – parking), Rita Wieland, Gordon Seligson

In late December we experienced the four (or fifth) break of an EBMUD water lateral. This means that we still have 71 or 72 still to go (without counting the possible four on Charing Cross). Because the problem is so widespread – the defective material is throughout the fire area and on Bay Farm Island in Alameda – it is unlikely that EBMUD will fix all the laterals at once. Therefore owners are asked to be vigilant and promptly report leaks (it is very obvious, water pours from the seams at both sides of the street) to EBMUD at 635-3000.

Parking on Grandview and Hiller may be somewhat risky, the car of one of our owners was stolen late last year. This came after the attempted entry of a car parked outside a unit on Schooner Hill. The best prevention appears to be putting cars in the garage! And keep the garage door closed, residents on Schooner Hill recently lost two bicycles – their garage door was unfortunately left open by accident.

We will be doing the street surface slurry during 2004 summer season, which is on schedule with the every four year schedule. More details will be forthcoming.

Please report non-working or malfunctioning streetlights to Bob Kreider at 649-0608.

CORE (City of Oakland Residents respond to Emergencies)

Hiller Four representatives: Pauly Langguth, Acy Moore, Julia Burch

Last fall, John and Marlene Eastman indicated their desire to reduce their involvement in CORE activities. Pauly Langguth has generously volunteered to represent Hiller Four at the monthly Hiller CORE meetings; with Acy Moore and Julia Burch agreeing to assist as their schedules allow.

Hiller CORE has purchased new radios to replace the battery-powered walkie-talkies that required monthly recharging. The Board approved an \$800 contribution to Hiller CORE, which is the first payment in two years (originally it was envisioned that each Hiller phase would contribute \$10 per year per unit to Hiller CORE). This will help replenish Hiller CORE's balances after the radio purchase.

Hiller CORE meets at the Club on the second Tuesday of each month, the meetings are open to all Hiller members. Please remember that our phase's two emergency storage lockers (behind 23 Schooner and beside 49 Schooner) contain important supplies – the radios, firehoses, shovels, first aid materials, etc.

<i>General information</i>
EBMUD's emergency number , when you see water flowing from beneath the street, as the result of a broken lateral, is 635-3000. Please call them quickly to avoid additional damage to our infrastructure.
The association owns a 24' extension ladder , which can be borrowed as needed (for instance to replace smoke alarm batteries). Contact Gordon at 845-1216.
The illuminated exterior address numbers use two No. 57 automotive bulbs.
Operation of the high pressure sprinkler system , which runs along the north and east of the common area is controlled by valves which are located between 7 & 9 Schooner, 5 & 7 Captains Cove and beside 1 Clipper Hill (there is a red reflective marker that can be seen from the street at each location). There is a tool to facilitate operating the valve hanging on a short pole beside each valve. In the event of a grass fire: (1) locate the valve closest to the fire, (2) remove the round green plastic cover to expose the valve handle and (3) open the valve completely by turning the handle counter-clockwise. Call 911 as soon as possible to summon OFD. Once the fire is extinguished, reverse the process to shut of the sprinklers.
Testing of the Oakland Emergency Siren system will be conducted at noon on the first Wednesday of each month. Since Radio Oakland, 530 AM does not have a lot of broadcast power, it may not be available in the hills area, in which case you should check KCBS 740 AM or Oakland Cable Channel 10 (KTOP).

The Hiller Highlands Four Bulletin is published quarterly. If you have an item to be included, please let the Secretary know via a note in the 30 Schooner Hill mailbox or contact the Secretary.

ATTACHMENTS/ENCLOSURES/FILING

Document	File in Hiller Four Information binder
Bulletin	Section 8
Income/Expense and Balance sheets	Section 8
Statement of Insurance Coverages	Section 6 – replace previous version
Hiller CORE overview	Section 1
Emergency Telephone Tree	Section 2 (or beside your main telephone)

**HILLER HIGHLANDS FOUR ASSOCIATION
GENERAL MEETING – RSVP and PROXY**

WEDNESDAY – APRIL 7, 2004 – HILLER COUNTY CLUB

SOCIAL HOUR/SUPPER – 6PM, BUSINESS MEETING – 7:30PM

Second request - we have not heard from you and need to know if you will be attending, and if not, to obtain your proxy.

Thank you

----- detach here – return to 30 Schooner Hill -----

PROXY

I/We (name/s) _____, owners of
(address) _____ will not be able
to attend the 2004 annual meeting and hereby appoint the following person(s) to vote in our
stead (name/s) _____.

Signed: _____

Dated: _____

----- detach here – return to 30 Schooner Hill -----

RSVP

I/We (name/s) _____, owners of
(address) _____ will:

_____ attend the 2004 general meeting (_____ persons)

_____ NOT attend the 2004 general meeting (please provide a proxy)!