

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

BULLETIN
Fourth Quarter 2004

BOARD OF DIRECTORS

President	Alan Reader - areader@orindatravel.com	To 2005	843-0384
Vice President	Bob Kuzma - robbil32@pacbell.net	To 2005	981-1445
Vice President	Bob Allen - rallen@rpa-llp.com	To 2005	548-9088
Vice President	Dick Saalfeld – dsaalfeld@axarosenberg.com	To 2006	843-1088
Secretary	David Spellmeyer – dspellmeyer@mac.com	To 2006	883-1951
Treasurer	Gordon Seligson - sixch@ix.netcom.com	To 2006	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 has been provide a “Hiller Four Info” 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.

Please read the cover letter from Alan Reader, President of the Board of Directors.

An updated **Emergency Telephone Tree** is enclosed. Please replace any earlier copies. Notify Gordon Seligson if your information is incorrect or incomplete.

The **Fall Street Party** was a success – some 65 residents joined for beverages and supper, despite a rather chilly afternoon, which caused the party to close up earlier than usual. The next Association event will be the annual General Meeting on the first Wednesday in April (April 6, 2005). Tentative plans for the 2005 fall event are to change the venue to a Sunday brunch (rather than an afternoon affair) to guarantee a warmer temperature.

Welcome to our new neighbors!

- Robert and Winnie Farwell – 62 Schooner Hill
- Colin Vincent – 67 Schooner Hill
- Gary Dougan and Charlie Priest – 17 Captains Cove
- Robert and Diane Wyatt – 8 Clipper Hill

NEWLY ADOPTED RULES, REGULATIONS, FINES

The Board approved updated versions of the following Rules, Regulations, and Fines at the September 8, 2004 Board of Directors meeting:

- Architectural
- Landscape
- Parking
- Pets

The Board also approved updated versions of the Delinquent Assessment Collection Policy Statement and the Schedule of Monetary Fines at the September 8, 2004 Board of Directors meeting.

Final versions of each of these documents are enclosed with this Quarterly Bulletin and are posted on the Hiller Highlands Four Association website at <http://www.hhiv.org/>.

Owners shall provide their tenants and guests with notice of these new rules and regulations and shall be responsible for payment of fines and penalties assessed for violations by their tenants or guests.

FINANCIALS

The September 2004 **income/expense and balance sheets** are attached. The budget amount for line 163 has been adjusted to include the amounts transferred from reserves. Generally, things are on track, with the exception of water, which is running over budget (see the Landscape Committee report below). Contact the Treasurer if you have questions.

A summary of the updated **Reserve Study** is enclosed. It confirms that the Association remains in an "over reserved" position and that for the immediate future the only contributions to reserves will be the interest on the various reserve accounts (including Certificates of Deposit). Barring any unforeseen expenses, contributions from the annual assessments will not be needed until 2016. Contact the Treasurer if you have questions or want a copy of the complete report.

At its September meeting, the Board set the **2005 quarterly assessment at \$350**, which is an increase of \$25 a quarter from the current assessment. The increase provides additional funds for landscape enhancements, which for the past three years have been taken from reserves – a practice the Board has elected to discontinue based on the advice of our CPA and reserve study consultant. Payment coupons and First Bank remittance envelopes (for those without automatic debits) are enclosed. An authorization form is included for those who would like to use automatic assessment payment.

Enclosed with this mailing is an application for **automatic debit of your quarterly homeowner's assessment** by First Bank. If you are one of the twenty owners who already have this in place, please disregard the application. There is no charge for the service, the debit is made on approximately the seventh business day of the first month of the calendar quarter, you don't have to write a check and your payment is never late! If you are interested in using the service, please complete the application: enter your unit code from the payment slip (the first three characters are always HHF; followed by a two character street abbreviation – CC = Captains Cove, CH = Clipper Hill, CX = Charing Cross and SH = Schooner Hill; followed by your unit number), enter the information and/or sign where indicated by a check mark, attach a voided check (not deposit slip) and mail the application to the address indicated on the reverse side. Contact the Treasurer if you have questions.

A copy of the **2005 proforma budget** is enclosed (see the January 2005 sheet).

ARCHITECTURAL CONTROL COMMITTEE (ACC) - Bob Kuzma (chair), Keith Beckwith, George Innes, Barbara Reader, Liz Dickson, David Spellmeyer.

The ACC proposed and the BOD approved a new color scheme. Paint chips for this scheme are available from the ACC.

Architectural compliance walk-arounds will be in the early spring of 2005.

LANDSCAPE COMMITTEE - Barbara Schindler (Chair), Gay Joyce, Rita Wieland, Gordon Seligson

We need your help to identify leaks and breaks in our irrigation system! We will be well over budget for our irrigation expenses until we identify and repair leaks in the irrigation system.

There have been several "major" breaks in the above ground irrigation lines in the last few months. Some of the breaks appear to have been caused by animals chewing into the lines and/or (deer) stepping on and breaking the lines. These breaks have caused major water flows, which result in large water bills. All the lines are on timers which activate at various times throughout the day, which makes it difficult to identify leaks and breaks.

We need you to report and identify any leaks or breaks. In most cases, you can hear the water running. This is the only real way to identify and repair the breaks. A supply of white "flags" is stored under the 30 Schooner Hill mailbox and on top of the two emergency storage boxes located behind 23 Schooner and beside 49 Schooner. Please put a flag next to the break and report it as soon as possible.

Contact Barbara Schindler to report any problems (841-7753).

STREETS & LIGHTING - Gordon Seligson (acting Chair – streets and lighting), Rita Wieland, Robert Kreider (advisor)

EBMUD has confirmed that the Association is on their schedule for **replacement of the water laterals**, with a project completion date of 6/30/2005. The street surface slurry, which was due for this year, will be deferred until the lateral replacement project is completed – therefore it should be done during the second half of next year.

A reminder: the **speed limit** on our private streets is 15 miles per hour. There have been several near misses on the Schooner Hill curves. Drivers should drive on the right-hand side of the street.

Please report non-working or malfunctioning streetlights to Gordon at 845-1216.

GENERAL

Garbage and recycle containers should be set outside no earlier than Sunday evening or early Monday morning. This will help keep the general esthetics of our neighborhood and will keep us in compliance with the City ordinance.

Over the years, there have been several thefts from garages, generally when the **garage door is left open**. This practice is particularly dangerous if the open garage door provides access into the living area. If you see a neighbor’s garage door open and no one is obviously at home (no car in the garage, no answer to door bell), you may want to consider closing it. In the past the electric door openers have sometimes responded to aircraft radio signals – the solution for this appears to be reducing the length of the “antenna” connected to the unit by cutting the wire to approximately a foot (or less) in length.

General Information
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 leave the information in the mailbox at 30 Schooner Hill.

ATTACHMENTS/ENCLOSURES/FILING

Document	File in Hiller Four Information binder
Cover Letter	Section 8
Bulletin	Section 8
Rules and Regulations	Section 6 – replace previous versions
Architectural	
Landscape	
Parking	
Pets	
Delinquent Assessment Collection Policy Statement	Section 6 – replace previous version
Schedule of Monetary Fines	Section 6 – replace previous version
2005 Quarterly Homeowner’s assessments	Section 8
Authorization for Automatic Assessment Payment	N/A
Income/Expense and Balance sheets	Section 8
2005 Proforma Budget	Section 8
Summary of Updated Reserve Analysis	Section 8
Updated Emergency Phone Tree	N/A – Place near your phone