



NHCA Board Minutes, February 20, 2023, 7:00 P.M. via Zoom

Present: Carolyn Burgess, Dan Conolly, Shivani Grover, Steve Hanson, Chris Johnson, Donna Karch, Nancy Mueller, Vicki Oliveira, Elizabeth Stage

1. Call to order. Steve Hanson called the meeting to order at 7:05PM.

2. Guests. No guests.

3. Review, revision, and approval of agenda. **Approved** as is.

4. Open Forum for guests, if any. No guests.

5. Review, revision, and approval of draft minutes. Chris Johnson made a motion to approve the minutes as written; Carolyn seconded. Minutes were unanimously approved.

6. Treasurer's Report. Chris Johnson. Chris created a new template for his successor. Total income for January 2023 was \$1,243.79, which included \$175 for the gardens. There is a total of \$4,320.14 designated for the gardens. The general fund is \$15,604.09, bringing the total balance of funds to \$19,929.08. See attached Feb. 2023 Treasury Report (**Attachment 1 contains the Treasury Report**).

The Board had a brief discussion regarding the 4th bore funds. Will NHCA get their deposit back? What is the status with the Parkwoods Association funds? Who will decide how that money is spent?

7. Annual Meeting. Vicki Oliveira. The Annual Meeting Committee met on February 17, 2023 (They have had numerous meetings). Several different flyers were created to announce and highlight meeting activities. On March 1st, Shivani will post flyers at Star Grocery, Safeway, Whole Foods, and Trader Joe's. Donna will post throughout Hiller Highlands. Cornelia will post at Parkwoods. Shivani will also post on Open Forum, Next Door (limited to NHCA area), Chris will post via Announcements, Dan will have Dora post

on NHCA website. Shivani asked if we should include an RSVP; the consensus of the board was that an RSVP was not necessary.

(Attachment 2 contains copies of the flyers and the Annual Meeting Committee Preparation List).

Key Highlights:

Shivani created PowerPoint Presentation

Carolyn - Emcee

Steve – Opening Statement. Highlighting the importance of Open Forum.

Chris will handle the election process. Will have board elections with open nominations from the floor with eligibility requirements that you must be a resident of OPD Beat 13Y.

Carolyn - Public Safety

Elizabeth - Advocacy

Chris – Financials (one page show 2022 activity)

Dan/Vicki – Garden(s)

Sheng Thao has been invited and the meeting is on her calendar but need confirmation. Steve will Contact her office. Janani Ramachandran is on board as well as Fire Chief Freeman.

Annual Meeting Agenda:

6:30-7:00 P.M. Meet and greet.

7:00-7:30 P.M. Business meeting. Carolyn will be the MC.

Election of the Board: The Nominating Committee will present their slate of candidates. Open nominations from the floor. Chris will conduct this portion of the meeting. Must be a resident of OPD Beat 13Y to serve on the Board or to vote. Carolyn will speak to Public Safety; Elizabeth will speak to Advocacy. July 27th bench installation. Chris will give a short presentation on the status of the treasury. One page of financials will be available for the public. Shivani has prepared a PowerPoint of NCHA. While Seng Thao is lined up as a speaker, it is unclear if she can make it. Steve will try to get her to commit.

7:30-8:00 P.M. Speakers and Q & A

Sheng Thao or someone from her office

Janani Ramachandran, our new Councilmember for District 4

Reginald Freeman, Oakland Fire Chief

8:00-8:30 P.M. Raffle and adjournment

The Raffle permit is good until end of August; Will plan another fundraiser with Ice Cream Social August 19.

Dry run/dress rehearsal for the meeting will be in person at Highlands Country Club on March 20, our regularly scheduled Board Meeting night. Nancy will be out of town and not able to attend.

Steve called for a motion that we approve the new Board slate: Fred Booker, Dan Conolly, Carolyn Burgess, Shivani Grover, Donna Karch, David Kessler, Nancy Mueller and Vicki Oliveira. Carolyn was nominated for the Public Safety Chair. Elizabeth moved and Chris seconded. Marcia Tanner declined to be on the Board.

Steve, Chris and Elizabeth are leaving the Board. Shivani will note this in the PowerPoint. We all agreed that they have given so much to the NHCA over the years and are appreciated by all. THANK YOU!

8. Communications. Chris. Chris has NHCA archives on his computer. Shivani said she would meet with Chris and transfer all NHCA files to Google drive, as she is organizing a Google drive for NHCA. DropBox has been difficult to manage.

Elizabeth spoke of the numerous jobs that those going off the board have done. Steve and Chris do Announcements on Open Forum. Elizabeth, Chris and Kay Loughman are moderators on Open Forum and approve new applications. Kay is stepping down from these duties and as Treasurer of CCC.

There are a lot of administrative duties that Chris performs. Who amongst us will do all these duties?? He said he would be happy to help coach us on the inner workings. Thank you, Chris!!

9. Public Safety. Carolyn. Carolyn reported that she and Shivani met with Mr. and Mrs. Plotner who live on Alvarado below a major mudslide, and reviewed their extensive file focused on the Alvarado slide that they have been tracking for some years. The slide has been under repair by contractors for several years, hired by an insurance company. Recently, the mudslide has been exacerbated by the extensive rains in December and January. Mr. and Mrs. Potter of 21 Drury Ct have been mainly affected because of an illegal unpermitted sewage line uphill from their home that has been broken/leaking. Carolyn said that she does not know if this is a chicken or egg situation relative to the slide. Potters have been in discussions with the City of Oakland attorney, DoT, PW and the responsible property owner at 11 Drury Court to resolve. In

Carolyn's absence, Shivani met with Gary Plotner and Nathan Stalknaker from Janani Ramachandran's office. The city has talked about putting k rails along the slide site to mitigate mud flowing into the road if the mudslide reoccurs. CM Ramachandran's team had a conversation with CM Wengraf from Berkeley whose district also experienced mudslides. They both agreed that there is an elephant in the room: the East Bay Regional Parks. The CM's office hopes to speak with the manager, Sabrina Landreth who is a former City of Oakland employee. The CM's office is curious if the East Bay Regional Parks have jurisdiction to help with the mudslides. The CM's office has a standing meeting with Fred Kelley, the head of the city's Department of Transportation. She would like to play the connector role from medium and long-term solutions, not reactive Band-Aids. The question of EBMUD's responsibility in mitigating the slides was addressed with Andy Katz, our elected official, who wrote to inform us that his staff had inspected the slide area and found no evidence of sewage. He also pointed out that the jurisdiction over the sewer lines stands squarely with the city. Shivani said there was positive movement in fixing this. The sewer line has been abandoned and mitigation measures are underway. Shivani committed to touching base with the City every two weeks and conferring with the neighbors.

Public Safety Summary Feb 2023

Last 90 days

2 burglaries

2 auto thefts

6 battery assaults

1 carjacking

A Public Safety Meeting is scheduled for Feb 23rd, 7:00 P.M. - 8:30 P.M. with a new Zoom link:

<https://us06web.zoom.us/j/84456383184?pwd=blo2YmNVWHE0T293TUI4R09NV0d1Zz09>

Topics:

1. Covering crime in our area:

Presented by Crime Reduction Officer (CRO) Officer Silvetri Triana and Sgt Manguy

- Crime specific to our beat in the hills 13Y
- Catalytic Converters
- Other thefts, suspicious people-what to do.....

2. Follow-up on Mudslide and water issues:

- Seeking help from county, state, FEMA
- Experiences from Lia Turk in seeking government funds to aid with the clean up
- Amy Bach of United Policyholders presents the reality of getting insurance coverage in our area

10. Garden Committee including Events, Dan and Vicki. Dan presented the Garden Committee Report (see below), which includes a list of accomplishments that the Garden Committee completed in 2022, and outlined the Garden Committee's Focus for Year 2. Dan announced that the first Friday Volunteer Day would be held on Friday, April 7. These weekly efforts will continue through the fall. On Saturday, August 19, there will be another Ice Cream Social which Dan and Vicki will organize. Vicki has also arranged for some large groups to come in and weed, tidy and possibly re-mulch. Dates to be determined.

'22 Garden Report - Final

FOCUS - Spring to Fall '22

1. Rejuvenate Gateway Garden & Pavilion (abatement, maintenance/site/irrigation/volunteer plans, etc.)
2. Rejuvenate Firestorm Memorial Garden (abatement, maintenance/site/irrigation/volunteer plans, etc.)
3. Refresh & Support the Garden Awareness & Fundraising Program (via multiple channels)

Garden Rejuvenation - Completed

Activity	Gateway Garden	Firestorm Memorial
BrightView Abatement	Completed (June '22)	Completed (July '22)
Maintenance Plan/Site Map	Completed (July '22)	Completed (Sept '22)
Post BV Zone Detailing	Completed (July-Sept '22)	Completed (Oct '22)
Mulching (400 man-hours)	Completed (Sept '22)	Completed (Nov '22)
Oakland Parks & Recreation Foundation	Aug 25th	Posted
Chevron Corp	Sept 15th	Posted
Sequoiah Church	Sept 24th	Posted
Bentley School	Sept 2nd	Posted
Insurance Industry Charity Foundation	Oct 13th	Posted
The Berkeley Project	Oct 23th & Nov 5th	Posted
Oakland Tech - Ecology Club	Nov 13th	Posted
Friday Gateway Volunteers	Friday, In Season	Posted

Awareness & Fundraising - Completed

1. Volunteer-Donation Signs w/Flyer Kiosk + General Garden NHCA Signs Installed (Gateway & Memorial)
2. Volunteer Schedule Calendar Updated (posted to web site calendar, schedule to early Nov '22)
3. Summer Garden Newsletter Drafted (posted to web site, mailed with donation thank-you letter)
4. Web Site Online Donation Link Updated & Operational (utilizing new donation and garden parameters)
5. Remittance Donation Envelopes Printed (utilizing new donation and garden parameters)

Garden Events - Completed

1. OPD Grubensky Bench Ceremony - July 27th (bench purchased & installed) **Posted**
2. National Night Out - Aug 2th (inaugural event, planned & executed) **Posted**
3. Ice Cream Social - Aug 20th (inaugural event, planned & executed) **Posted**

Each of the above garden activities have built upon each other. Starting with the BrightView Abatement, defining an initial maintenance plan and site map for each garden and then continuing with ongoing garden maintenance. These activities were supplemented by volunteers - community organizations noted above and finished up with mulching.

Fall garden focus was mulching. Gateway was completed in September and Memorial was completed in November. The large volunteer groups (Oakland Parks & Rec, Chevron, Sequoyah, Insurance Foundation, Berkeley Project, etc.) have been instrumental in this exercise. WeFirestorm have initiated a Bentley School partnership to help with maintenance at Memorial.

The volunteer groups have been complimentary of our organized garden effort, and look forward to continuing the relationship next year. Adopt-A-Spot, BrightView, Big Chief are also impressed and anxious to continue the relationship. In the Winter off-season, we'll continue a monthly or bi-monthly detailing schedule. Start up again March-April 2023.

The new **Garden + Event** programs finished '22 very strong, which will provide a solid foundation to build upon in '23. Please check out www.northhillscommunity.org to view this season's various garden event-posting details & pictures. The result of these accomplishments is

both unique and impressive w/tremendous support & input from many parties!

'23 Garden Report - February '23

FOCUS - Year 2

1. Gateway Garden - Execute Month-by-Month Maintenance Plan (New)
2. Memorial Garden - Execute Month-by-Month Maintenance Plan (New)
3. Solicit More NHCA Community Garden Support (fundraising, volunteers)*

ACTIVITIES

January - March

1. Reviewed Gardens' Progress with Wylie and BrightView (*both gardens in good shape*)
2. Volunteer Group(s) 'Thank You' (Luncheon, Chevron, The Berkeley Project, etc.)
3. Hiller HOA Garden Presentations (new Board members elected, Donna Karch HHHA)
4. Review Potential Volunteer Schedules/Activities (Spring, Summer, Fall)
5. Pre-Season Clean Up Activities (Bentley School, The Berkeley Project, Litter Pick Up)

April - May

1. Start the Friday Weekly Gateway Garden Volunteer Days on April 7th
2. Initiate BV Abatement Proposals (For Non-Volunteer Mechanical Pruning) *TBD*

June - August*

1. NHCA Weekly Volunteer Fridays (plus 3 Monthly Saturday Volunteer Days - *TBD*)
2. 2nd Annual Ice Cream Social Fundraiser – Saturday, August 17th (raffle permit ok)

September - October

1. Schedule Outside Volunteer Groups - Year End Weeding and Mulching (Chevron, etc.)

11. Advocacy, Elizabeth.

Oakland: Joe DeVries, Wildfire Task Force, said that the Vegetation Management Plan Environmental Impact Report is expected this

summer. The plan itself will be sent to City Council for approval sometime this Fall. If that happens by the end of calendar 2023, then it's possible that there will be a ballot measure for a new assessment district in November 2024.

As shared on Open Forum by Carolyn and Shivani, Cal Trans has started its long-awaited vegetation management activity, specifically SR13, 24, and 84. In addition, Joe reported that Cal Trans will then start working on Interstate 580, which is good news since a couple of roadside wildfires caused serious problems last year.

Adam Ball, Fire Prevention Bureau, said that he's still waiting for Oakland's version of the revised fire code to be reviewed. He's getting lots of questions about the new recommendations for defensible space in 0-5 feet from structures; it's likely that the new rules will go into effect for new buildings immediately, may be phased in for existing homes at a later time.

General Plan Housing Element (Oaklandside). After a request for clarification on February 2nd, Oakland's Housing Element was approved on February 17th; that means that Oakland will continue to be eligible for state funding and that the "builder's remedy" will not allow developers to bypass the approval processes for projects that exceed the zoning code. (A landowner in Los Gatos is challenging that provision by proposing to build a 20-unit apartment building on his lot where he's been waiting for three years for a permit to repair water damage.) There's nothing that will increase housing density in the North Hills area.

Regional Planning: Nothing new to report since January, proceeding slowly but surely with the MOU draft and the model fire code.

State Level: Now that there's less new money coming into the state budget, most of the bills in this session are focused on making sure that the money is spent well. There's a Wildfire and Forest Resilience Task Force and it should have a framework, metrics, plans, reports on progress towards the metrics, etc. There are a couple of bond measures that include wildfire, much less ambitious than the last session. Buffy Wicks (State Assembly Member from District 15) has one bill that addresses transportation for vulnerable people evacuating from wildfire; Nancy Skinner (State Senator from District 9) has the Budget Act. Otherwise no local bills about wildfire prevention or evacuation.

Partnership with UC: Steve and I have represented NHCA as a community partner for a group of researchers based at UC Berkeley, Kenichi Soga and Louise Comfort. We've presented support letters to the board, participated in meetings, and given them feedback on their initial work on wildfire evacuation, then on a successful proposal to the National Science Foundation. When the board reorganizes in April, you may want to identify someone to represent NHCA. (Told Louise that I'd follow up.) **(Board: Please note additional duties that Elizabeth has participated in, as stated above. NHCA will need to have someone represent NHCA in the future.)**

Elizabeth Stage
510-332-0577 (cell)

12. Old Business. See discussion under Treasury as this was discussed earlier in the meeting.

The meeting was adjourned at 9:00 P.M. The next meeting is Monday, March 20th. It was decided that this meeting would be a rehearsal for the Annual Meeting, which will be held on March 23rd. Shivani will organize the meeting, which will be held at Highlands Country Club at 7:00 P.M. Shivani will confirm with HCC staff.

Respectfully submitted, s/Nancy Mueller NHCA Board Secretary

TREASURY REPORT

ATTACHMENT 1-A to 1-D

2023 Income Statement (Savings and Checking)

January 1 - December 31, 2023

INCOME

	Without Donor Restrictions	With Donor Restrictions	Total
Individual Contributions - Checking	1,068.79	175.00	1,243.79
Individual Contributions - Savings	198.51	0.00	198.51
Grants			0.00
Net Assets Released from Restrictions			0.00
In-Kind Donations			0.00
Interest Income			0.00
Total Support and Revenue	1,267.30	175.00	1,442.30

EXPENSES

Administrative	(240.98)	0.00	(240.98)
Programs-Related Non-Gardens	(256.00)	0.00	(256.00)
Programs-Related Gardens Only	0.00		
Fundraising / Marketing	(137.60)	0.00	(137.60)
Total Expenses	(634.58)	0.00	(634.58)

Change in Net Assets: Surplus/(Deficit):

807.72

Programs-Related Expenses			
Total	Events	Gardens	Comms
(256.00)	0.00	0.00	(256.00)

ATTACHMENT 1-A

FUND BALANCES THRU DEC 31, 2023

WFB Checking	Opening Bal	Income	Expenses	In/Out	YTD
Accounts					
Gardens	3,480.57	175.00	0.00	0.00	3,655.57
General	2,687.46	1,068.79	(634.58)	0.00	3,121.67
TOTAL	6,168.03	1,243.79	(634.58)	0.00	6,777.24
WFB Savings					
Accounts					
Gardens	664.57	0.00	0.00	0.00	664.57
General	12,283.91	198.51	0.00	0.00	12,482.42
Earned Income	3.18	1.67	0.00	0.00	4.85
TOTAL	12,951.66	200.18	0.00	0.00	13,151.84
Combined					
Accounts					
Gardens	4,145.14	175.00	0.00	0.00	4,320.14
General	14,971.37	1,267.30	(634.58)	0.00	15,604.09
Earned Income	3.18	1.67	0.00	0.00	4.85
TOTAL	19,119.69	1,443.97	(634.58)	0.00	19,929.08

ATTACHMENT 1-B

Summaries of NHCA Bank Statements 1/1/2023 to 12/31/2023

Checking Acct						
Date	Opening Bal	Credits	Debit Checks	Debit Paypal	Debits & Fees	Ending Bal
Jan-23	6,168.03	675.00	(30.00)	(160.00)	(272.59)	6,380.44
Feb-23	6,380.44	568.79	-	(160.00)	(11.99)	6,777.24
Mar-23	6,777.24					6,777.24
Apr-23	-					-
May-23	-					-
Jun-23	-					-
Jul-23	-					-
Aug-23	-					-
Sep-23	-					-
Oct-23	-					-
Nov-23	-					-
Dec-23	-					-
TOTAL		1,243.79	(30.00)	(320.00)	(284.58)	

ATTACHMENT 1-C

Savings Acct					
Date	Opening Bal	Credits	Interest Inc	Debits	Ending Bal
Jan-23	12,951.66	198.51	1.67	-	13,151.84
Feb-23	13,151.84				13,151.84
Mar-23	-				-
Apr-23	-				-
May-23	-				-
Jun-23	-				-
Jul-23	-				-
Aug-23	-				-
Sep-23	-				-
Oct-23	-				-
Nov-23	-				-
Dec-23	-				-
TOTAL		198.51	1.67	-	

ATTACHMENT 1-D

ANNUAL MEETING COMMITTEE

ATTACHMENT 2-A to 2-F

NHCA 2023 Annual Meeting Prep - February 17, 2023 (UPDATE)

Date & Time March 23, 2023 5:30-9:00pm (In-person)

5:30pm Set Up
6:30p Meet and Greet
7:00pm Meeting Commencement
7:30pm Speakers
8:30pm Raffle/Socializing

Meeting Location Highland Country Club, 110 Hiller Drive, Oakland, CA 94618

Room Setup & Review w/Tim & Kevin at Hiller Country Club

Tables (6' + Cocktail), Chairs, Podium	Onsite - 100 People
Projector Screen	Onsite
Projector w/PowerPoint	Shivani
Microphone	Onsite/Chris
Music	Chris
Writing Pad/Easel	Dan/Vicki
Signs/Banners	Dan/Vicki

Announcements/Invitation (See flyers)

Mark Your Calendars

Announcements Eblast	Chris - DONE
OpenForum/NextDoor	Shivani - DONE
Website Calendar Post	Dan - DONE

Every 1-2 wks w/new teaser info each post (guest speakers, raffle, agenda, etc.) Chris, Shivani, Dan

Flyer or on-line Posting (Garden Kiosks, Star Market, Trader Joes, Montclair, Safeway Vicki, Shivani, Others
Hiller-Donna, Parkwoods Condos-Cornelia, Others - Julie Nachtwey?) Donna, Cornelia

Agenda

Presentations (via PowerPoint - Short, Concise, 2 minutes/person) Shivani/Carolyn Emcee

NHCA Mission Steve

Current Board Members (Steve, Chris, Elizabeth, Nancy, Carolyn, Shivani, Donna, Vicki, Dan)

2022 Accomplishments (See Year-end Newsletter)

Finance	
Communications	
Advocacy	Carolyn
Public Safety	Carolyn/Shivani
Gardens	Dan/Vicki

Election of Directors Members (Sans Steve, Chris, Elizabeth) Chris

Board Member Nominations from Floor Chris

Raffle Vicki

Adjournment

Please see Shivani's presentation and nomination slate

Guest Speaker(s)			
Sheng Thao or Julie Kasky (Advisor to Sheng Thao)			Carolyn
Janani Ramachandran			Carolyn/Shivani
Oakland Officials - OPD Acting Police Chief, Fire Chief - TBD			Carolyn/Shivani
Raffle (See Flyer)			
Raffle permit approved (Expiration 8/31/23)			Vicki/Chris
Prizes (Value \$1,200 - TBD)			
Claremont Suite (\$500 Value)			Nancy
Claremont Dinner (\$200 Value)			Nancy
OPD Ride Along for 2 (Priceless Experience)			Carolyn
Wine - Star Grocery (\$200)			Nancy
FDR Potomac Jack London Boat Cruise for 2 (Value \$150)			Steve
Plant/Floral Arrangement (\$150)			Carolyn
Scott's Seafood Gift Basket/Food Discount (Value \$125 - TBD)			Steve
Ticket denominations: 2 for \$25, 5 for \$50, 12 for \$100			
Refreshments			
Wine			Carolyn
Water			Dan/Vicki
Cups, Napkins			Carolyn
Appetizers/Desserts - Donations/Gift Card (Star Grocery, Safeway, Lucky, etc.)*			Committee
*Template for Donation Letter Handout Created			
Other			
Signup Sheets & Name Tags			Vicki
NHCA Donation Envelopes			Vicki
NHCA Information Table			Committee
Photography - Live Video/Still Shots			Tetiana Redko
Table Cloths			Carolyn
Raffle Tickets			Carolyn
Budget			
Hillier Room Rental	\$150		
Other	\$300		



NHCA Annual Meeting

Thursday, March 23, 2023

6:30pm – 8:30pm

Highlands Country Club, 110 Hiller Drive, Oakland

The North Hills Community Association is pleased to announce our upcoming annual meeting. Please join us to learn about our **2022 Accomplishments**, hear from our **Newly Elected Officials**, and participate in our **Raffle** for a chance to win some great prizes!

We hope to see you on the 23rd!

Refreshments will be served

www.northhillscommunity.org



NHCA Annual Meeting

The North Hills Community Association invites you to our annual meeting.

Thursday, March 23, 2023

6:30 - 8:30pm

Highlands Country Club
110 Hiller Drive, Oakland

6:30pm

Meet & Greet

7:00pm

Business Meeting:

NHCA Mission

2022 Accomplishments

Election of '23 Board of Directors

7:30pm

Guest Speakers

Oakland Mayor:

Sheng Thao

District 4 Councilmember:

Janani Ramachandran

Oakland Fire Chief:

Reginald Freeman

8:30pm

Raffle Prizes (Value \$1,400)

Adjournment

Refreshments will be served

www.northhillscommunity.org

ATTACHMENT 2-D



NHCA Annual Meeting

The North Hills Community Association
invites you to our annual meeting.

Thursday, March 23, 2023

6:30 - 8:30pm

Highlands Country Club
110 Hiller Drive, Oakland

Guest Speakers!

Oakland Mayor, Sheng Thao
District 4 Councilmember, Janani
Ramachandran

Oakland Fire Chief, Reginald Freeman

Join us as we meet and hear from our local
officials and learn what's going on in our city.

Refreshments will be served

www.northhillscommunity.org

ATTACHMENT 2-E



NHCA Annual Meeting

Thursday, March 23, 2023

6:30 - 8:30pm

Highlands Country Club

110 Hiller Drive, Oakland

Raffle Contest!

(over \$1,400 in prizes)

Enter to win one of the following:

Casa Orinda Restaurant – Fried Chicken Dinner for
4

Scott's Seafood Basket plus Food Discount for 2

Plant/Floral Arrangement - Custom Designed

FDR Potomac Jack London - Boat Cruise for 2

Star Grocery - Boutique Wines (3 Bottles)

Oakland Police Department - Ride Along

Claremont Club and Spa - Dinner for 2

Claremont Club and Spa - Deluxe Suite for 1 night

(Must be present to win. One prize per person.)

Refreshments will be served

www.northhillscommunity.org

ATTACHMENT 2-F