

Burlingame Hills Improvement Association, Inc.
Board of Directors Meeting
Monday, January 25, 2020, 7pm
Committee Reports

Communications and Marketing Committee (Steve Epstein, Acting Chair)

Since the September Board meeting, we:

- Sent out two Urgent Announcements
 - on 12/20/20, a Covid-19 health advisory about staying safe on our streets
 - on 1/24/21, announcing the sewer upgrade start date
- Did not send out any eNewsletters
- No official membership mailings were sent out. (It is rather late in the year and the rate of return from the prior membership mailing was rather low.)
- We sent:
 - email (2) and snail mail announcements for our annual disaster drills in October
 - a group-rate oak tree treatment program snail mailing and email in October
 - an annual meeting announcement snail mailing to all members in late October; for regular members only, include slate of candidates, ballot, and return envelope (combined with the oak tree treatment mailing)
 - an annual meeting reminder email
 - membership renewal reminder snail mailings in mid-November, early December, and mid-January
 - weekly membership renewal reminder emails through mid-December

Nextdoor Burlingame Hills, our online bulletin board, now has 1,252 (up 27 since our September Board meeting. These subscribers represent more than 70% of Burlingame Hills households.

Emergency Preparedness Committee (John Keller, Chair)

Report to be submitted separately.

Finance Committee (Michael Corbett, Chair)

We are still waiting for a response to our application for 501(c)4 status. Steve called the IRS for an update, since the 90 days they said it would take has passed. The representative checked and said that it could take another 90 days until we hear. This did not make sense, but she had no other information about our application.

We (finally) got our debit cards in place so we can cut down on expense processing.

Healthy Forest (Steve Epstein, Acting Chair)

We had 7 new participants in our Group-rate Oak Tree Treatment Program. We estimate that well over 1,000 oaks are being treated annually as a result of our program.

Membership/New Neighbor Welcoming Committee (Steve Epstein, Acting Chair)

As of 12/31/20, we had an 87% renewal rate for the membership year that started on the night of our Annual Meeting, 11/9/20. That is a little higher than our end-of-calendar-year goal of 85%, a goal we have met exactly for the past 8 years.

Our current membership is 374. We have 272 unincorporated homeowner (AKA “regular”) members representing 65% of all regular member homes. We have 99 City members (AKA “associate”), representing 24% of all City homes, as well as 3 tenant members (also AKA “associate” members). Combined, our member households represent 44% of all homes in The Hills. City homes comprise 26% of our total membership.

We have 18 new members so far this membership year and 7 members who renewed after one or more years off (who are not counted in our renewal rate). With 9 months left in our membership year, we are on track for a 10th record year of membership, which will likely top 400 member households for the first time ever, especially if we host a Community Festival, which has traditionally boosted our membership.

Due to Covid-19, we have not started our new neighbor welcoming efforts.

Mercy High School (Gus Petropoulos, chair)

Community Festival: After three failed attempts to contact the Head of School in 2020, Steve wrote to the Kohl Mansion events staff directly and is awaiting a reply. He requested a list of available Sundays in late summer or early fall.

Social Committee (Steve Epstein, Acting Chair)

Due to Covid-19 and the delays in vaccinations, it is very unlikely we will be able to organize spring neighborhood parties. Our ability to host the Community Festival is also in doubt. However, it may be possible to host a scaled-back version with a mask and social distancing requirement.

Safety Committee (Steve Epstein, Acting Chair)

Public paths: No report submitted.

Neighborhood Watch (Steve Epstein, acting point person): We have not had any reported burglaries since August 20, on Tiptoe Lane.

Utilities Committee (Steve Epstein, Acting Chair)

Burlingame Hills Sewer Maintenance District (BHSMD):

The current start date for the Hillside-Upper Adeline sewer upgrade is January 25. The contractor's schedule indicates they plan to complete the project by July 14. The contractor is required to provide notifications to affected property owners and signage.

We will be working with County DPW on an ordinance to require the scoping and repair of private sewer laterals upon home sales. Over time, this will greatly decrease infiltration of roots and inflow of rainwater into our District's sewer mains and into the Burlingame sewage treatment plant.

We will also be working with County DPW to determine the sewer rate for the coming fiscal year, which begins July 1.

Telecommunications:

No report submitted

Other projects in Burlingame Hills:

Stone pillars project (Melina Degiovanni, point person):

No report submitted

101 Tiptoe Lane, Hillsborough (Jan Akers, co-point person):

No report submitted