

Burlingame Hills Improvement Association, Inc.
Board of Directors Meeting
Monday, July 22, 2019, 7pm
Committee Reports

Bylaws Committee (Gus Petropoulos, Chair)

Any Bylaws amendments you have to propose will be appreciated at our July 22 Board meeting. Our Bylaws, practically speaking, can be amended once per year, at the Annual Meeting (this year, on Monday, November 4) and just prior, by mail-in ballot.

Communications and Marketing Committee (Steve Epstein, Chair)

Since the June Board meeting, we:

- did not send out any membership reminder emails, Urgent Announcements (because there was no reported crime), or quarterly eNewsletters.
- sent an email and Nextdoor post about our Upper Hillside neighborhood party (at the request of the host)

Nextdoor Burlingame Hills, our online bulletin board, now has 1,065 (up 9 since our June meeting). These subscribers represent more than 2/3 of Burlingame Hills households (City and County combined).

Community Festival Committee (Steve Epstein and Don Dains, Co-Chairs)

Two weeks ago, Steve met with former Mercy Head of School Karen Hanrahan to present a framed proclamation thanking her for her efforts on our community's behalf. She was most appreciative and looks forward to returning for her special day, Sunday, September 27, 2020.

Neighborhood Watch Committee (formerly Burlingame Hills Neighborhood Network) (Steve Epstein, Acting Chair)

Forming new neighborhoods in the City area of The Hills: On Friday, John, Steve, and Burlingame Neighborhood Network (BNN) Board member and neighbor Beth Bhatnagar met with BNN neighborhood lead coordinator Suzanne Tateosian to discuss her technique for establishing new neighborhoods and leaders for each. She had lots of great ideas and we were very impressed with how organized she is. The plan is to form about 9 new neighborhoods in these areas. Only one neighborhood, Glen Aulin-Summit, would need to adjust its boundaries to accommodate the new neighborhoods. This plan would increase neighborhood cohesion in the City areas and identify and train volunteers for future Association activities, including Community Festivals.

Neighborhood parties: The last of ten Neighborhood Parties, for Tiptoe-Tulip neighborhood, took place the Saturday after the June Board meeting. About 15-20 people attended. As was the case with nearly all 10 parties this year, attendance was down about 10-20%. Any ideas as to why?

Recruiting neighborhood leaders: This summer and fall, Steve is planning to prioritize the recruitment of neighborhood leaders. The idea is to have at least two leaders per street per neighborhood. Leaders within each neighborhood would be encouraged to network with each other and all leaders would be part

of a community-wide network of neighborhood leaders. Leaders would be responsible for identifying neighbors who are moving away and neighbors who are moving in. Leads would be encouraged, but not required, to welcome new neighbors, host neighborhood parties, and host and/or lead neighborhood disaster drills.

Public paths (Jon Lueders, point person): No report

Security patrol (Michael Corbett, point person): No report

Emergency Preparedness Committee (John Keller, Chair)

Disaster drills: during our meeting with Suzanne on Friday (see Neighborhood Watch Committee Report), we discussed preparations for the Saturday, October 12, at 8:45AM, city-wide disaster drills and how we hope to expand the number of locations in The Hills.

Finance (formerly Budget) Committee (Michael Corbett, Chair)

A Gifts and Meals policy is under review and may be presented at the July Board meeting.

We had a lively discussion on donation policy and are working with the State Attorney General's office to confirm our ability to make charitable contributions. They require some additional documentation.

Our Customer Relationship Management (CRM) project kicked off. Our goal is to use CRM to manage our Association's relationships and interactions with our members and non-members. For example, CRM would allow us to set up a member portal at our Association website so that members can log in, update their contact and emergency preparedness information, and download a neighborhood directory. We are still working with Salesforce to confirm we can use their 10 free non-profit license. They also require additional documentation.

Prior to the September Board meeting, we will meet to discuss the 2020 budget and other financial matters.

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

Our current membership is 353, the same as in June.

From time-to-time, we send welcome letters to all new homeowners in the unincorporated area. We have not sent letters to new homeowners in the City area. Since the June Board meeting, they were sent to the five new residents for whom we have names.

We do not have names for the new residents at 2804 Adeline (under renovation), 2831 Adeline (under contract), 2917 Adeline Drive, 141 Glen Aulin Lane, 179 Glen Aulin Lane (new construction), 3123 Hillside Drive, 1 La Strada Court, and 166 Los Robles Drive (likely a rental). Do you know any of these new neighbors?

These houses are for sale: 2856 Adeline, 2875 Canyon Road, 109 Los Montes Drive, and 158 Los Robles Drive. Do you know of any other houses that are or recently were for sale?

Nominating Committee (Gus Petropoulos, Chair)

Patricia Espinosa (40 Howland Hill Lane) was deciding whether she is interested in being considered for the opening. We have not heard back from her. Not promising. Any other ideas?

Utilities Committee (Steve Epstein, Acting Chair)

Sewer sub-committee (Tom Hayes, point person): We are drafting a letter to County Supervisor Dave Pine that will express our concern with the long delays in progress on issues of concern to our community, including

- the Hillsborough homes issue (28 homes in Hillsborough that are connected to our District but do not pay our District for transport services),
- development of a Private Sewer Lateral Ordinance (to require sewer inspection and repairs prior to sale or major renovations)
- starting the engineering and CEQA studies required for Capital Improvement Plan Project #3 – Hillside/Adeline Area Rehabilitation, to be funded by the BHSMD fund balance (currently over \$2.1 million)

Cellular towers (Jan Akers, point person): No report

OTHER PROJECTS IN THE HILLS

HubHaus project (Steve Epstein, acting point person)

In June, I received word from a neighbor that the tenants in the HubHaus on Newton Drive had vacated the house as a result of multiple County building code violations. We will continue to monitor HubHaus for future attempts to subdivide houses and rent out non-code-compliant rooms.

COMMITTEES/PROJECTS WITH NO REPORTS

Garden Club (Tomas Zillmann and Alison Sampson, Co-Chairs)

Healthy Forest Committee (Steve Epstein, Acting Chair)

Hoover School Committee

Mercy High School Committee (Gus Petropoulos, Chair)

Stone pillars project (Jon Lueders, point person)