

**HIDDEN HILLS COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS  
MEETING MINUTES**

**April 30, 2019**

The regular meeting of the Board of Directors was held on Tuesday, April 30, 2019 at the Community Center, 24549 Long Valley Road, at 7:30 p.m.

**CALL TO ORDER AND ROLL CALL**

The meeting was called to order at 7:30 by President John McGinnis. Also present were Deb Spellman, Mitch Jacobs, Joe Loggia, Debbie Seror, Alex Werner and David Zebrack.

**APPROVAL OF MINUTES**

Joe Loggia had a change to the minutes of the November 20, 2018 and January 22, 2019 meetings. Mitch Jacobs made a motion to approve the minutes of the February 19, 2019 meeting as submitted. Joe Loggia seconded the motion, all in favor, motion carried.

**RECOGNITION OF OUTGOING COMMITTEE MEMBERS**

John McGinnis reported that Eric Toeg has led the Equestrian Services Committee for more than a decade. He took the job very seriously and had great input. The horsemen were lucky to have him, and everyone will be extremely sorry to see him go. It's gratifying to see people who really care. He presented Eric with the traditional Association plaque. Eric was very touched and said he would miss the community. John also had plaques for ESC members Curt Miles and Julie Sullivan, who were not able to attend.

**ANNOUNCEMENTS / OPEN DISCUSSION FROM THE AUDIENCE**

1. Phil Kay said he has lived at the end of Long Valley for 35 years. He has an issue with the number of vehicles parked at the residence across the street from his house every day. He believed the residents are running a business from their home and he asked the Board to enforce the rule regarding home businesses. He felt all business-related cars should be parked on the site, not on the parkways.
2. Katherine Gourcier from Hoback Glen Road asked the Board to revisit the Saturday work rules at the next meeting. Residents are grateful that some construction is not allowed on Saturdays. But noise has not been abated. Leaf blowing and tree trimming are very loud. She also doesn't think construction should be permitted until 8 p.m. She would like to see the noisy activities restricted to the hours of 9 a.m. to 1 p.m. John McGinnis asked Shannon to put this on the agenda for the next meeting.
3. Jane Trotman, 5831 Jed Smith, asked the board when the parkway trees that have been

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removed will be replaced. John McGinnis explained that the Board has not yet decided on the species of tree that will be used, so can't yet say when they will be replaced.

4. Jennifer Zuiker, 23921 Long Valley, said another mountain lion died from ingesting rat poison. She urged the Board to push the City to ban it. She would also like the Board to either create an oak tree rule or urge the City to do so. Ron Heston said the Architectural Committee has already started considering amending the Architectural Standards to address oak trees.

### **COMMITTEE REPORTS**

#### **1. PARKS & RECREATION COMMITTEE - Deb Spellman, Chair**

- a. Approval of Playground Project. Deb Spellman reported that the Parks & Rec Committee is proposing to replace the existing playground equipment at the Community Center. The proposed structure will cost \$94,956.89. Since there are still a few details to work out, the Committee is requesting to add a 10% contingency, for a not-to-exceed price of \$104,451.00. This is a Reserve Project. Joe Loggia made a motion to approve the purchase of new playground equipment for not-to-exceed \$104,451.00. Deb Spellman seconded the motion, all in favor, motion carried.

Jennifer Zuiker reported that the committee has a new group of members who are planning different themed BBQs for the summer. They are also planning movie nights every Saturday from June-December, senior (adult) events, drag queen bingo, scotch tasting, and an adult Halloween party.

#### **2. GATE OPERATIONS COMMITTEE / COVERED 6 - Jeffrey Korchek, Chair**

Jeffrey Korchek said the new committee members have integrated well, everyone has contributed a great deal. There are now 10 perimeter cameras up and running. For now they will be monitored by the officers at the gate houses. A protocol for how this is to be handled needs to be developed.

- a. Moving Long Valley Gate House - Approval of Concept & Budget for Plans & Specifications. Jeffrey said the City will be funding a project to move the Long Valley gate house and to landscape the parking lot. The project will provide better safety and aesthetics. During construction, traffic will still be able to enter and exit, except for a few weeks when the actual gate house gets moved. The Association has to pay for plans and specifications for moving the gate house and

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the City will pay for everything else. Kerry Kallman, City Manager, then presented the project. The landscape project could be under construction as early as this fall, but moving the gate house will have to be done during the summer of 2020. Since the Association's portion cannot be done this summer, the budget for the plans was tabled.

- b. Approval of Replacement Generator for Round Meadow Gate. After numerous issues with the generator at the Round Meadow gate, the Committee has decided to replace it. Two proposals were received, with SoCal Generators' being lower at \$6,982.00. This is a Reserve item. Deb Spellman made a motion to approve the replacement of the Round Meadow gate generator for \$6,982.00. David Zebrack seconded the motion, all in favor, motion carried.
- c. Approval of Consolidated Sign for Gate Houses. Jeff reported that Kim Gagnier has been working on a design that combines all of the signs at the gate houses into one. The quote from Sign-A-Rama is \$3213.56. This is an Operating Project, and was budgeted at \$6,000.00. Alex Werner Resnick made a motion to approve the quote from Sign-A-Rama for consolidated signs at the gate houses for \$3213.56. David Zebrack seconded the motion, all in favor, motion carried.

### 3. LANDSCAPE COMMITTEE - Melissa Wallace, Chair

- a. Approval of Remaining Landscape Projects. Melissa Wallace requested approval to use the remaining \$101,765 from the Operating Project budget to finish the landscape projects. A package was included in the Board packets. Lynne Burns from Seed Landcare presented the proposals, which include removing bottle brush plants and iceberg roses from the Burbank gate area and planting little ollies, boulders and salvial; removing the grass from the sides of Burbank Blvd and planting carex; removing the bougainvillea and using a vine more conducive to the sun conditions there. For the Round Meadow entrance wall, the vines will be left but the bottom replanted. At the Community Center, the star jasmine by the alley will be filled in, mulch removed in front of the pool and installing d.g. Mitch Jacobs made a motion to approve the proposal from Seed Landcare for a total of \$101,765.00. Deb Spellman seconded the motion. All in favor except Joe Loggia and Alex Werner Resnick, who voted no. Motion carries.

There was some discussion of the trimming of the trees. Lynne from Seed Landcare said a lot of this year's tree trimming budget was spent on the hazardous pruning. She doesn't feel the current budget is sufficient and has submitted options for pruning more often next fiscal year. The price to prune all 1604

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pepper trees every year will be an increase of \$240,000.00 per year.

- b. Approval of Tree Resistographs. Lynne Burns explained that the resistograph process involves a micro-drill that bores into the tree and measures the resistance. Some trees look healthy but are of an age that gives the arborist concern. There are 28 trees on the list at \$300 each, for a total of \$8400. Mitch Jacobs made a motion to authorize an expenditure of \$8400 to Monarch Environmental for tree resistographs. Joe Loggia seconded the motion, all in favor, motion carried.

### 4. ROADS COMMITTEE - Rick Morris, Chair

- a. Approval of Road Work for May and FY 2019-20. Shannon Moore explained that the road work planned for last summer had to be reduced in scope because of the contractors' schedules. She would like to have that work completed in June. The proposed work is removal and replacement of broken concrete swales along Jed Smith Road and the adjacent side streets. She has one proposal for \$200,274.00 and is expecting two more. She requested not-to-exceed approval. Mitch Jacobs made a motion to approve Copp Contracting's proposal of \$200,274.00 for the removal and replacement of damaged concrete swale sections. Joe Loggia seconded the motion, all in favor, motion carried.
- b. Approval of Annual Parkway Repairs. This item was tabled.

### 5. EQUESTRIAN SERVICES COMMITTEE

- a. Approval of Chair Keith Christian and new Committee Members Lonna Weber and Jill Green. Joe Loggia made a motion to appoint Keith Christian as chair of the Equestrian Services Committee and to approve members Lonna Weber and Jill Green. David Zebrack seconded the motion, all in favor, motion carried.
- b. Approval of Arena Maintenance Proposals. Keith Christian explained that the work on the Lewis & Clark arena footing last year has held up well and has led the committee to decide that the footing should be maintained on a regular basis, before it gets bad. The current proposal is to get the arenas on a baseline level now and then redo one arena each year on a 3-year rotation. The Spring Valley needs to be fixed now. It's been compacted year after year by the Fiesta rides. The proposal is to condition the footing with a specialized machine and to add some Apex additive to the sand. Keith said this is probably more of a Reserve item, but there is money left in this year's operating budget for arena maintenance so the Committee would like to use that. After this year's Fiesta, the Spring

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Valley arena footing will be completely redone. Keith said the arena maintenance proposal also includes adding footing material to Saddle Creek. Mitch Jacobs made a motion to approve the Dave Martin (Footings West) proposal for \$20,500.00 for conditioning the sand at Spring Valley arena and adding footing to Saddle Creek. Alex Werner Resnick seconded the motion, all in favor, motion carried.

### **6. THEATER COMMITTEE - Nathalie Blossom, Chair**

Nathalie Blossom was not present to give a report.

### **7. ARCHITECTURAL COMMITTEE - Ron Heston, Consultant**

Ron Heston reported that activity is brisk. The Committee is working on some rule adjustments relating to grading and oak trees. There was some discussion about construction vehicles on trails, pre-construction meetings to discuss working around horses and architectural fees.

### **8. REPORT ON CITY COUNCIL MEETING - Deb Spellman, Liaison**

Deb Spellman said the Sheriff reported that there have been no burglaries, and the Fire Department asked everyone to clear brush from their properties.

## **DIRECTORS' TOPICS**

### **1. Discussion of Community Survey**

Keith Christian said he's been working on a survey as a long-range planning tool. There will be three areas: usage of current amenities/services, desire for new amenities and assessment increases for new amenities/services. He wants to get a wide sampling and to be able to measure strength of preference for the desires.

## **TREASURER'S REPORT - Joe Loggia, Treasurer**

### **1. Review Financial Report**

Joe Loggia reported that as of March 31, there was \$4,790,000 in operating funds compared to \$4,665,500 last year. Reserves are \$1,123,000 for a total \$5,913,500.00. He expects to end the fiscal year under budget.

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2. Create Financial Subcommittee

John McGinnis appointed an ad hoc financial subcommittee comprised of Joe Loggia and David Zebrack. They will review financials and work on the budget.

3. Authorize Lien on Delinquent Owner

Shannon Moore reported that there's one member who is delinquent in their 2018-19 assessments. The total is just over \$4900. Mitch Jacobs made a motion to authorize the recordation of a lien on the subject property. David Zebrack seconded the motion, all in favor, motion carried.

### **ITEMS APPROVED OUTSIDE OF A MEETING**

- a. Approval of Welcome Party Budget

### **REPORT ON EXECUTIVE SESSION**

John McGinnis reported that the Board met earlier in Executive Session to discuss third party contracts and personnel issues.

### **ADJOURNMENT**

There being no other business, Joe Loggia made a motion to adjourn. David Zebrack seconded, all in favor, motion carried. The meeting was adjourned at 10:10 p.m.

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John R. McGinnis, President

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Mitchell A. Jacobs, Secretary