

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

May 19, 2020

The regular meeting of the Board of Directors was held on Tuesday, May 19, 2020 via Zoom.

CALL TO ORDER AND ROLL CALL

The meeting was called to order at 6:35 p.m. by President Mitch Jacobs. Also present were John McGinnis, David Zebrack, Patrick Finn, Joe Loggia, Linda Raznick and Alex Werner Resnick.

APPROVAL OF MINUTES

John McGinnis made a motion to approve the minutes of the April 21, 2020 meeting as submitted. Patrick Finn seconded the motion, all in favor, motion carried.

ANNOUNCEMENTS / ITEMS NOT ON THE AGENDA

1. Mitch Jacobs reported that the tennis courts have been reopened with restrictions. He asked residents to please comply with the restrictions so that the County doesn't shut them down again.
2. Jennifer Zuiker said she's seen violations of the COVID-19 rules on construction sites. She also asked about the equestrian set-asides being unrealistic on some properties. She was told to contact Mike Woodard about the construction sites and that the ESC and Architectural Committees are working on the set-aside issues.
3. Joe Loggia said he's aware of complaints by residents about being harassed by construction workers. There currently is not a rule in our governing documents against harassing residents, but since the Association has rules prohibiting private security officers from interacting with residents, it seemed reasonable to create a similar one for construction workers. Mitch Jacobs set up an ad hoc committee of John McGinnis and David Zebrack to investigate options. This will be added to the agenda for discussion at the next meeting.
4. Bob Payne complained about horses not making way for pedestrians on the trails. A notice will be published in the Round Up asking riders to share the trails.

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COMMITTEE REPORTS

1. PARKS & RECREATION COMMITTEE - Liz Moses, Chair

Liz Moses reported that the Committee has some new ideas for quarantine-friendly events, such as creating an HH cookbook, hosting a drive-in movie night and arranging weekly food trucks. Regular events will be resumed once the pandemic restrictions are lifted.

2. TECHNOLOGY COMMITTEE - Jack Goldman, Chair

Jack Goldman was not present to report, as the Committee has not met.

3. GATE AND PATROL SERVICES COMMITTEE - Jeffrey Korchek, Chair

Jeff Korchek reported that the Committee met last week. He thanked Joe Loggia, liaison, for all of his recent help.

The new gate arms have been installed at Round Meadow and Burbank, and the enclosures need to be modified. Ron Heston and Kim Gagnier will be meeting to discuss.

Jeff said the Committee would like to begin issuing violation notices and holding hearings for residents who hit gate arms. The current policy is that residents get one “free pass,” but Jeff would like to change to a zero tolerance policy. This will be discussed at the next meeting.

Jeff said the Committee would like Covered 6 to upgrade the training of the guards. There are a number of new guards who don’t seem to know our rules.

At the next meeting, the Committee will discuss modifying the construction traffic rules at the Round Meadow gate.

4. ROADS COMMITTEE - Mike Kotal, Chair

- a. Approval of Engineering Proposal for Road Project. Ron Heston reported that the Board requested the Committee to engage a professional to create the scope of work/RFP for future road work, review bids and conduct a job walk. Three engineering firms were contacted and the Committee would like to request approval of the proposal submitted by LaBelle Marvin, who was referred by the Association’s attorney, for a price of \$17,500.00. The Reserve Study has a budget of \$25,000.00 for this project. John McGinnis made a motion to approve a

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Reserve expenditure of \$17,500.00 for LaBelle Marvin to provide engineering services in preparation for the 2020 roads project. Linda Raznick seconded the motion, all in favor, motion carried.

5. LANDSCAPE COMMITTEE - Melissa Wallace, Chair

Melissa Wallace was not present to report, as the Committee did not meet.

6. THEATER COMMITTEE - Karleen Basch, Chair

Karleen Basch reported that the theater programs are being conducted via Zoom for the time being. JAXX hopes to actually have a show in late July or August, and the Committee hopes to be back to live theater next year.

7. EQUESTRIAN SERVICES COMMITTEE - Keith Christian, Chair

Keith Christian reported that the Committee has scheduled a fire/emergency clinic for September and is working on obtaining bids to repair d.g. at Saddle Creek arena. There have been many resident complaints about weeds on the trails, and the landscapers are working hard to get them all cleared. Joe Loggia had some questions about the Reserve line item of resurfacing the Saddle Creek arena. Keith said he would get back to Joe with the answers.

8. ARCHITECTURAL COMMITTEE - Ron Heston, Consultant

- a. Consideration of Proposed Rule Change - Private Security Cameras. Ron Heston reported that the proposed amendment to the Architectural Standards was published and that only 1 comment was received. Joe Loggia asked for clarification about the permitted locations for cameras, and it was decided to work on the language and bring the revisions back next month for approval, as it will need to be republished.
- b. Consideration of Proposed Rule Change - Native Tree Protection. There was some discussion about the proposed new rule's provisions for exemptions, self-help, emergencies, etc. Patrick Finn made a motion to approve the proposed new rule as submitted. There was no second. Motion fails. Keith Christian and Ron Heston will work on the language and bring it back next month for consideration.
- c. Consideration of Clarification of Architectural Standards - Export of Dirt. Ron Heston requested the Board approve an addition to the Architectural Standards clarifying what "dirt removal" consists of. It is common for the dirt generated

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from the digging of footings to be exported from a building site, and this dirt should not be considered “export,” which is prohibited by the Standards. John McGinnis made a motion to approve the proposed amendment to the Architectural Standards clarifying that footing spoils are not considered “export” and to publish the rule change to the membership. David Zebrack seconded the motion. All in favor, motion carried.

9. REPORT ON CITY COUNCIL MEETING - John McGinnis, Liaison

John McGinnis reported that the City Council approved a minor accommodation of one of the ½ acre properties near the Long Valley gate. Council also approved a contract to bring goats in to eat weeds in the Ahmanson and they discussed the Long Valley gate project.

TREASURER’S REPORT - Joe Loggia, Treasurer

1. Review of Financial Reports. Many of the items required to be reviewed by the Board were included in the budget package. The other items will be reviewed by Joe Loggia and David Zebrack in the Finance Sub Committee meeting.
2. Approval of 2020-21 Pro Budget. Joe Loggia went through the budget package, which included: assessment rate history; budget summary; budget detail based on an assessment rate of \$.025; operating projects; reserve contributions and expenditure schedule; potential spending reduction options; assessment rate per cost category; and details for Parks & Recreation, Theater and Equestrian events. John McGinnis made a motion to approve the proposed operating projects, noting that they can always be revised later if needed. Patrick Finn seconded the motion, all in favor, motion carried. Since none of the Committee chairs were asked to prepare for discussion of possible spending cuts, those items will be reviewed at a future meeting. John McGinnis made a motion to approve the draft 2020-21 Budget based on an assessment rate of \$.25 and based on a future review of spending reduction options. David Zebrack seconded the motion. All in favor, motion carried. Mitch Jacobs asked Joe Loggia and Linda Raznick to serve as an ad hoc committee to look into ways to reduce the Covered 6 contract.

DIRECTORS TOPICS

1. Approval of Reserve Projects
 - a. Community Center Roof/Gutter Repair. Ron Heston presented three qualified bids for the repair of the community center roof leaks and replacing the hidden rain gutter system with an exposed gutter. He recommended accepting the proposal from Preman Roofing for \$27,725.00. John McGinnis so moved. David

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Zebrack seconded the motion. All in favor, motion carried. Mitch Jacobs requested that the repair of the Long Valley gate house roof, which will be paid for by the person who damaged it, be broken out of the contract and handled separately.

- b. Spring Valley “Snack Shack.” Ron Heston described the project, which consists of demolishing the existing snack shack/announcer’s booth building and replacing it with one that has a proper foundation, indoor stairs and windows instead of the leaky roll-up doors. This is a Reserve item, but based on preliminary bids the Reserve amount was established at \$250,000.00. However, the hard bids came in at \$350,000.00 and up. There was a significant amount of discussion about alternatives to the proposed building. Linda Raznick made a motion to contract with Ken Mahler to replace the Spring Valley snack shack/announcer’s booth structure for a price of \$332,925.00. There was no second, motion fails. Joe Loggia requested Ron Heston to report back to the board with a diverse set of options that will meet the proposed use requirements.
 - c. Tennis Courts, Sport Court Resurfacing, Replace Wind Screen. Shannon Moore reported that the Reserve Study calls for the community center tennis courts and sport court to be resurfaced this year, and she has confirmed with several tennis specialists that they actually need to be done. The windscreen also needs to be replaced. Three qualified bids were received and a fourth is expected. Shannon recommended contracting with Dreamcourts for \$23,900.00. The Reserve budget for these items is \$27,300.00. David Zebrack made a motion to contract with Dreamcourts to resurface the community center tennis courts and sport court and to replace the windscreens for a price of \$23,900.00. Patrick Finn seconded the motion. All in favor, motion carried.
 - d. Three-Rail Fence Behind Community Center. Four qualified bids were received to replace the three-rail on the trail behind the community center. Photos of the dilapidated fence were included in the board packets. Patrick Finn made a motion to contract with Dynamic Fencing to replace the fence for \$5870.00, including demolishing and removing the existing fence and debris. Linda Raznick seconded the motion. All in favor, motion carried.
2. Grant of Easements for City Undergrounding Project. The City of Hidden Hills is in the process of undergrounding several power poles on Long Valley Road, and Edison needs easements for the locations of the new underground lines and vaults. David Zebrack made a motion to grant the easements subject to the Association’s attorney reviewing them. Linda Raznick seconded the motion. Discussion: Joe Loggia asked City Manager Kerry Kallman, who was present in the audience, several questions about the project. A vote was then taken, with unanimous approval. Motion carried.
 3. Add Bulletin Board to Bus Stop Property. Due to the late hour, this item was tabled.

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ITEMS APPROVED OUTSIDE OF A MEETING

There were no motions approved outside of meetings.

REPORT ON EXECUTIVE SESSION

Mitch Jacobs reported that the Board met earlier in Executive Session to conduct a member disciplinary hearing.

ADJOURNMENT

There being no other business, Joe Loggia made a motion to adjourn the meeting. Linda Raznick seconded. All in favor, motion carried. The meeting was adjourned at 9:45 p.m.

Mitchell A. Jacobs, President

David Zebrack, Secretary