

**HIDDEN HILLS COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS  
MEETING MINUTES  
September 15, 2020**

The regular meeting of the Board of Directors was held on Tuesday, September 15, 2020 via Zoom.

**CALL TO ORDER AND ROLL CALL**

The meeting was called to order by President Mitch Jacobs at 6:32 p.m. Also present were John McGinnis, Joe Loggia, Linda Raznick, Alexander Werner Resnick and Patrick Finn. David Zebrack was absent.

**APPROVAL OF MINUTES**

John McGinnis made a motion to approve the minutes of the August 18, 2020 meeting as amended. Linda Raznick seconded. All in favor, motion carried.

**DIRECTORS TOPICS**

1. Discussion of Proposed Revision to Filming Rules.

The Board reviewed proposed language setting out parameters that would permit residents to film inside their homes and yards as long as they do not film any neighbors, neighboring properties or common areas. The matter will be tabled so the language can be revised to: (a) prohibit naming or identifying Hidden Hills in advertising or online posting of any films, (b) require all vehicles to be parked on the property or adjacent parkway during filming, (c) notify residents that a City permit is required for any filming, (d) remove the fines language from the proposed rule (as fines are already addressed in our existing Rules and Regs.), and (e) correct typos and grammatical errors.

2. Discussion of Adopting Anti-Harassment Policy.

The Board reviewed proposed language that would prohibit harassment of any resident, board member, employee or vendor. There was some discussion of issues with the language, including: (a) whether paragraph 1 should be included, (b) whether the "policy" should be written as a "policy," a new "Rule" or simply a "Code of Conduct," (c) whether a section on harassment of employees is necessary since our Rules already prohibit harassment or mistreatment of employees, and (d) whether the fines language should be removed (as fines are already addressed in our Rules and Regs.). Typo and grammatical error corrections will also be required. The Board decided to table this matter and requested Joe Loggia to consult with our lawyer concerning the issues.

3. Approval of Arborist Proposal for Monitoring Trees.

Evin Lambert of Monarch Environmental was present to discuss her proposals for a continuation of the tree monitoring. Option #1 included inspecting all trees, which she

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recommended be done every year, but if the budget won't support the expense, she provided a quote (option #2) for a deeper inspection of the trees identified to be at risk during the last review. Joe Loggia made a motion to approve option #1, inspection of all trees, for a price of \$12,000.00. John McGinnis seconded the motion. All in favor, motion carried.

4. Approval of Strategic Plan.

Joe Loggia reported that the Board has been working with a management consultant on operations and office infrastructure, and she has assisted with the development of a Strategic Plan for the community. The plan defines character of the community, establishes core values and sets forth path for the future. Joe went through the Plan for the audience and will post it on the website tomorrow. Patrick Finn made a motion to adopt the Association's new Strategic Plan. Linda Raznick seconded the motion. All in favor, motion carried.

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

1. Approval of Financial Statements. Joe Loggia reported that as of August 31, 2020, the Association had \$1,546,213.00 in Operating cash and investments and \$3,433,632.00 in Reserve funds, for a total of \$4,979,845.00. That figure was \$4,003,427.00 last year. The Board's packets contained the following reports: budget to actual, income statement, balance sheet, general ledger, cash disbursements, bank reconciliations, A/R aging and bank statements. Next month's report will include the quarterly analysis. John McGinnis made a motion to approve the financial reports. Linda Raznick seconded the motion. All in favor, motion carried.
2. Approval of Revised 2020-21 Budget/Set Assessment Rate. The assessor's roll showed a higher value than when the budget was adopted in May. Also, the last fiscal year ended with a lower overage than anticipated. Accordingly, a revised budget was included in the Board's packets, showing additional income of \$198,005.00, a reduction of the prior year over/under by \$100,450.00 and a new contingency line item to cover possible declines in valuation and/or unexpected expenses due to the COVID pandemic. John McGinnis made a motion to approve the revised 2020-21 budget. Linda Raznick seconded the motion. All in favor, motion carried. Joe Loggia then recommended setting the assessment rate at \$.25 in order to generate the revenue reflected in the revised budget. Patrick Finn made a motion to set the 2020-21 assessment rate at \$.25. Linda Raznick seconded the motion. All in favor, motion carried.

### **COMMITTEE REPORTS**

1. **ARCHITECTURAL COMMITTEE – Ron Heston, Consultant**

Ron Heston reported that he is working on a process for inspecting construction sites. He will draft a procedure for residents/contractors to call for inspections at certain stages in the project and will stagger inspections over each month.

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### 2. EQUESTRIAN SERVICES COMMITTEE – Keith Christian, Chair

Keith Christian reported that the new committee members are turning in lots of work orders. He is working with Shannon Moore and Jackie Castillo on the new procedures. He has seen improvements in follow-through.

### 3. ROADS COMMITTEE – Mike Kotal, Chair

Mike Kotal was not present to give a report. Shannon Moore said the engineer finished taking core samples and has been back out for a second visual inspection. He should have the report ready next week.

### 4. PARKS & RECREATION COMMITTEE – Liz Moses, Chair

Liz Moses reported that Tamika Watkins and Carrie Kasper-Levis have joined the committee. They met yesterday to discuss Halloween, and have several proposals for events.

- a. Approval for Drive-In Movies. The committee would like to schedule two drive-in movie nights, on October 17 and 18, for a maximum of 50 vehicles/golf carts each night at the parking lot outside the Round Meadow Gate. Admission will be \$10/vehicle, so that will generate \$1000 in revenue. The cost for the two events is \$3000, to come from the Mini Events/Movie Nights budget. She would like to have \$400-\$600 additional for licensing of the movie. Joe Loggia made a motion to approve \$3600 for Drive-In Movie Nights. John McGinnis seconded the motion. All in favor, motion carried.
- b. Halloween Parade. Since no gatherings are permitted, the committee would like to have a Halloween parade at 4 p.m. on Halloween. Liz reported that the City has offered to have Sheriff's deputies assist, and Covered 6 patrol officers will help as well. The idea is to close Round Meadow and Long Valley Roads, with residents watching from socially-distanced locations in the parkways or in their yards. They'd like to hand out candy as well. John McGinnis made a motion to approve up to \$1000 for candy distribution during the Halloween Parade, subject to ensuring such distribution are done in conforms with County's protocols. Patrick Finn seconded the motion. All in favor, motion carried. Liz mentioned that they would like to schedule socially-distanced food trucks for Halloween night. The Board suggested making sure there are enough trucks to service everyone. Residents will be strongly urged not to invite any friends/guests into the community on Halloween.
- c. Boo-Ing. The committee would like to "Boo" residents with a pumpkin and basket with goodies. The residents who were "boo'd" then would enter their pumpkins in a virtual contest. John McGinnis made a motion to authorize the committee to spend up to \$1500 for pumpkins and goodies for the Halloween Boo-ing Project. Linda Raznick seconded the motion. All in favor, motion carried.
- d. Spooky Trail. The committee proposed decorating a section of the equestrian trail at Deep Well to be spooky, with lights and decorations. The Board felt it

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would be impossible to monitor social distancing on such an event and did not approve it.

- e. Online Costume and House Decorating Contest. The committee will organize an online costume contest, with different categories so everyone can participate, as well as a house decorating contest. Participants will have to sign up and the community will vote. Liz requested \$500 for gift cards to give as prizes. John McGinnis made a motion to authorize the committee to spend up to \$500 for prizes for the contests. Patrick Finn seconded the motion. All in favor, motion carried.
- 5. TECHNOLOGY COMMITTEE – Jack Goldman, Chair**  
The Technology Committee has not met and had no report.
  - 6. GATE OPERATIONS AND PATROL SERVICES COMMITTEE – Jeffrey Korchek, Chair**  
There was no report from the Gate Operations and Patrol Services Committee.
  - 7. LANDSCAPE COMMITTEE – Melissa Wallace, Chair**  
There was no report from the Landscape Committee.
  - 8. THEATER COMMITTEE – Karleen Basch, Chair**  
Karleen Basch reported that the JAXX camp will go forward outdoors, with 12 children signed up (2 camps).
  - 9. REPORT ON CITY COUNCIL MEETING – John McGinnis, Liaison**  
John McGinnis reported that the City has hired a lobbyist to assist with some bills that are going through the Legislature. The City may also retain the lobbyist to work on future projects such as a ban on rodenticide in Hidden Hills. The City tabled the request for a filming permit on Wingfield, discussed use of Measure R funds, and reported on an LVMWD water main replacement project.

### **ANNOUNCEMENTS / ITEMS NOT ON THE AGENDA**

1. Mitch Jacobs reported that there is currently a bill on the Governor's desk, AB 3182, that would remove any rental restrictions in HOAs. He urged residents to contact the Governor and request him to veto this bill.
2. Resident Jennifer Zuiker reported on recent wildlife deaths.
3. Resident Jennifer Zuiker felt the Association should still rent lights and barricades for Halloween, as there will be trick-or-treaters. Mitch Jacobs said the Association is going to actively discourage trick-or-treating and will be scheduling an emergency Board meeting to discuss possible restrictions after consulting with the City Council about whether the City is considering any restrictions and verifying County restrictions.

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4. Resident Allison Triessl commented on the new driver's license rule at the gates. She said the DMV is not able to process driver's license applications and renewals due to COVID-19, and nobody can be cited by police for not having a valid license right now. She urged waiting until after the pandemic is over to begin enforcing this rule.

**REPORT ON EXECUTIVE SESSION**

The Board did not meet in Executive Session.

**ADJOURNMENT**

There being no other business, Joe Loggia made a motion to adjourn the meeting. Linda Raznick seconded the motion. All in favor, motion carried. The meeting was adjourned at 9:08 p.m.

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Mitchell A. Jacobs, President

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David Zebrack, Secretary