

**HIDDEN HILLS COMMUNITY ASSOCIATION
BOARD OF DIRECTORS
CORRECTED MEETING MINUTES
April 20, 2021**

The regular meeting of the Board of Directors was held on Tuesday, April 20, 2021 via Zoom.

CALL TO ORDER AND ROLL CALL

The meeting was called to order by President Mitch Jacobs at 6:35 p.m. Also present were John McGinnis, Joe Loggia, Linda Raznick, Patrick Finn, Liz Moses and David Brien. Mitch Jacobs introduced the new General Manager, Cary Brackett, who was present on the Zoom call. He stated Mr. Brackett will be starting May 17, 2021.

APPROVAL OF MINUTES

A motion was made, seconded and passed by a majority to approve the March 16, 2021 minutes as corrected.

DIRECTORS TOPICS

1. Approval of Anti-Harassment Rule Change. Mitch Jacobs reported that the proposed language was published to the membership and that the Gate & Patrol Operations Committee suggested some changes to address issues experienced at the gate houses. A motion was made, seconded and passed unanimously to incorporate those changes and re-publish the proposed rule change to the membership.
2. Approval of Valentine's Musicale Charity Proposal. David Stanley described the proposed format and charity for the upcoming virtual Valentine's Musicale. It will be outdoors with a telethon-style request for donations to Connecting a Caring Community. Mitch Jacobs determined that since donations will not be mandatory, this item did not require Board approval.
3. Discussion of Tennis Court Lighting at Spring Valley Park. Mitch Jacobs reported that years ago residents requested lights on the tennis courts at the Spring Valley Park, but the City required a public hearing and a test of the light fixture. An after-dark test was not feasible then, but Shannon Moore was able to find a company to do it now for \$450.00. A motion was made, seconded and passed unanimously to approve not-to-exceed \$500.00 for an after-dark test of an LED fixture for the Spring Valley tennis courts. If approved, 4 total LED fixtures will be required.

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4. Approval of Proposal to Paint Community Center and Gate House Exteriors. The Board packets included a spreadsheet analyzing bids from 4 painters. A motion was made, seconded and passed unanimously to award the contract to Vicente Serrano Painting for a price of \$57,300.00. The Board will need to approve the paint colors. Burbank gate may need to wait to get painted until after the rear of the structure is remodeled.

TREASURER'S REPORT – Joe Loggia, Treasurer

1. Approval of Financial Statements. Joe Loggia reported that the Board packets included Financial Statements dated March 31, 2021, which included the Balance Sheet, Income Statement, Budget-to-Actual (including quarterly analysis), Reserve Fund analysis, Operating and Reserve Investments, A/R Aging, bank reconciliations, bank statements, general ledger and check disbursements reports. A motion was made, seconded and passed unanimously to approve the financials. Mr. Loggia reported that the 2021-22 budget is in the process of being prepared and will be presented for approval at the May meeting.
2. Approval of Reserve Account Funding Transfer. Joe Loggia reported that a resolution to transfer \$1,020,970 from the Operating fund to the Reserve Fund was in the board packets. This represents the annual Reserve contribution plus and minus expenses that were paid from the wrong accounts. A motion was made, seconded and approved unanimously to adopt the resolution.
3. Approval of Audit Proposal. Joe Loggia recommended approving the proposal from Porter & Lasiewicz for the annual audit for \$7,950.00. A motion was made, seconded and passed unanimously to approve the audit proposal.
4. Review of Delinquent Assessments and Approval of Resolution to Lien. A motion was made, seconded and passed unanimously to file a lien against the property identified as 2049-028-109. Mitch Jacobs reported that the Board voted in Executive Session to initiate nonjudicial foreclosure on the property identified as 2049-023-026.

COMMITTEE REPORTS

1. ROADS COMMITTEE – Mike Kotal, Chair

Mike Kotal reported that the engineers, Labelle Marvin, obtained bids from 4 qualified contractors for the 2021 Road Project, and that the prices were substantially lower than the budget approved by the Board at the February meeting. Accordingly, he requested approval to add some “immediate needs” repair items to the scope. A motion was made, seconded and passed unanimously to approve an expenditure of \$1,060,437.00 for the road work, construction management and a 10% contingency, plus \$250,000.00 for the extra repairs. The contractor will be Champion Paving.

2. PARKS & RECREATION COMMITTEE – Carrie Levis, Chair

Liz Moses reported that, based on the latest reports that the state will be opening up in June, the Committee is planning a summer program, including hiring Amazing Kid

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Company to conduct camp and sponsoring Thursday barbecues starting July 1. The drive-in movie originally scheduled for October will now be held May 21 and 22. The Committee will be distributing Spring Fling bags to interested residents.

3. GATE & PATROL SERVICES COMMITTEE – Jeffrey Korchek and Debbie Seror, Co-Chairs

Debbie Seror said the Committee discussed the proposed anti-harassment rule in light of some recent incidents and made some changes to the Burbank gate interior remodel. The plans for the remodel and bids will be brought to a future Board meeting for approval.

4. LANDSCAPE COMMITTEE – Melissa Wallace, Chair

Melissa Wallace reported that the landscaping refresh is on track and should be completed next week. The Committee would like to use the remaining \$19,000.00 from that Operating Project to plant trees. She was told that the Board requires a Tree Plan before any new trees can be planted. There was a discussion regarding establishing a subcommittee to oversee the preparation of a Tree Plan.

5. THEATER COMMITTEE – Karleen Basch, Chair

Karleen Basch reported that the children are rehearsing “Annie” and will perform the play on May 8 inside the theater with the barn doors open. They are looking into how to seat the family groups while providing social distancing. JAXX will offer several workshops for kids during the summer.

6. ARCHITECTURAL COMMITTEE – Ryan Levis, Consultant

Ryan Levis reported that activity is very brisk.

7. EQUESTRIAN SERVICES COMMITTEE – Keith Christian, Chair

- a. Approval of Trail License Agreements for 24162 Long Valley and 5808 Hilltop Roads: A motion was made, seconded and passed unanimously to approve the trail license agreements.

Keith Christian reported that the Committee continues to work on community education regarding driving around horses.

8. REPORT ON CITY COUNCIL MEETING – Liz Moses, Liaison

Liz Moses reported that the City is planning Fiesta, tentatively scheduled for October 9. The City Hall building will reopen May 9, and the City will sponsor an ice cream truck on two dates in May. They continue to work on Fiber to the Home, improving cellular service and opposing legislation that would allow multi-family houses and subdivisions on all parcels in the State.

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REPORT ON EXECUTIVE SESSION

The Board met earlier in Executive Session to discuss potential litigation, delinquent assessments and personnel matters.

ADJOURNMENT

There being no other business, a motion was made, seconded and passed by a majority to adjourn the meeting.

Mitchell A. Jacobs, President

Linda Raznick, Secretary