

**HIDDEN HILLS COMMUNITY ASSOCIATION
BOARD OF DIRECTORS OPEN SESSION MEETING
FEBRUARY 21, 2023 - 6:30 PM
Meeting held via Zoom Video Conference**

MINUTES

Board Members Present: David Stanley, President
Linda Raznick, Secretary
Eric Epstein, Director
Joe Bellissimo, Director
Kenny Hawk, Director
John Heubusch, Director
Howard Tenenbaum, Director
Bob Berns, Treasurer

Board Members Absent: None

Management/HHCA Staff: Tracie Blankenship, General Manager
Stefany Tristan, Operations Manager
Karen Liebrecht, Administration Manager

Call to Order

The meeting was called to order at 6:34 PM

Vendor Presentation – Griffin Marvin, Labelle Marvin

Jim Bridger/Ashley Ridge Roads Project

Griffin Marvin of LaBelle Marvin attended the meeting to review and discuss the roads proposals and answer questions regarding the proposed project which has a preliminary start date in April 2023.

Approval of Minutes

January 17, 2023, Open Session Minutes

Motion: Howard Tenenbaum
Second: Eric Epstein

Resolved: The January 17, 2023, Open Session minutes are approved with corrections.

The motion carried unanimously.

Treasurer's Report

Treasurer Bob Berns presented the Financial Statements Ending December 31, 2022, and January 31, 2023. Mr. Berns reported on the status of collection files which will be forwarded to association legal counsel and the need to assign the bank signatory duties to a new Treasurer.

Motion: Linda Raznick
Second: Howard Tenenbaum

Resolved: The Board of Directors accepts the December 31, 2022 and January 31, 2023 ending financial statements subject to annual audit.

The motion carried unanimously.

Organization of the Board of Directors

Due to the December election of new Directors, the board appointed new officers. David Stanley announced that he will resign his position at the conclusion of tonight's meeting.

PRESIDENT

Motion: Linda Raznick
Second: Kenny Hawk

Resolved: Joe Bellissimo is nominated as President of the Hidden Hills Community Association.

The motion carried unanimously.

VICE PRESIDENT

Motion: Linda Raznick
Second: Joe Bellissimo

Resolved: Eric Epstein is nominated as Vice President of the Hidden Hills Community Association.

The motion carried unanimously.

SECRETARY

Motion: Joe Bellissimo
Second: Howard Tenenbaum

Resolved: Linda Raznick is nominated as Secretary of the Hidden Hills Community Association.

The motion carried unanimously.

TREASURER

Motion: Joe Bellissimo
Second: Eric Epstein

Resolved: Kenny Hawk is nominated as Interim Treasurer of the Hidden Hills Community Association.

The motion carried unanimously.

John Heubusch, David Stanley, and Howard Tenenbaum will serve as Directors of the Hidden Hills Community Association.

Committee Liaison Appointments

Motion: Kenny Hawk
Second: Linda Raznick

Resolved: The Board of Directors appoints the liaisons to serve standing committees as follows:

- a. Architectural – Joe Bellissimo
- b. Equestrian Services – Linda Raznick
- c. Gates and Patrol Services – Linda Raznick
- d. Landscape – General Manager
- e. Parks and Rec – Joe Bellissimo
- f. Report on City Council Meeting – Eric Epstein
- g. Roads – John Heubusch
- h. Technology – Kenny Hawk

- i. Theater – Howard Tenenbaum

The motion carried unanimously.

Committee Appointments

- a. Architectural - Tabled
- b. Equestrian Services

Motion: Kenny Hawk
Second: Linda Raznick

Resolved: The Board of Directors appoints the following committee members to serve on the Equestrian Services Committee:

Keith Christian (Chair)
Lonna Weber
Linda Yallen
Anne Kolbe
Esther Hahn
Rochelle Holden
Lisa Christensen

The motion carried unanimously.

- c. Gates and Patrol Services - Tabled
- d. Landscape - Tabled
- e. Parks and Rec - Tabled
- f. Report on City Council Meeting
Eric Epstein appointed as liaison.
- g. Roads - Tabled
- h. Technology – Tabled

Motion: Eric Epstein
Second: Linda Raznick

Resolved: The Board of Directors appoints John McGinnis as Chair of the Technology Committee.

The motion carried unanimously.

i. Theater

Motion: Kenny Hawk
Second: Linda Raznick

Resolved: The Board of Directors appoints the following committee members to serve on the Theater Committee:

Karleen Basch (Chair)
Elizabeth Chang
Erica Ginsberg
Lucy Jacobson
Juliet Lee
Megan Sweeney
Tamika Watkins

The motion carried unanimously.

Committee Reports

- a. Report on City Council Meeting – No report presented.
- b. Equestrian Services Committee – Keith Christian, Chair
presented report on vaulting event scheduled on March 18th.
- c. Roads Committee, Mike Kotal, Chair
Report presented during vendor presentation, nothing further reported.
- d. Gates and Patrol Services, Jeff Korchek, Chair
90% of the project at the Burbank gate is completed. Presentation and discussion on the Ahmanson gate proposal.
- e. Parks and Rec Committee, Carrie Levis, Chair
Discussion on postponing the winter social to March 15, 2023. New committee members will be presented during next months meeting.
- f. Theater Committee, Karleen Basch, Chair
Thank you to Stacey Rosen for her efforts on the committee, Stacey has decided to exit due to family commitments. The recent Grease production was a success.

Lion King will have 29 kids participating. Report on the new theater company and Randall Wallace event.

- g. Landscape Committee, Rob Mahterian, Chair
Report about upcoming tree review and proposal which will be provided to the Board of Directors. It's suggested that the association plant a larger quantity of smaller sized trees to allow for growth and fill in on the parkways.
- h. Technology Committee – Eric Epstein, Liaison
No report presented.
- i. Architectural Committee – Robert Mahterian, Chair/Ryan Levis, Consultant
Ryan Levis reported on the upcoming applications for the March 8th meeting, over 20 submittals are on the agenda. A reminder for all homeowners that replacing lawn or plants with artificial turf requires an application and approval before installation.

Open Forum:

Owners present thanked outgoing Board President David Stanley for his service to the community. There was mention of the scheduled July 15th and 16th Valentine's Musicale.

Unfinished/New Business:

City of Hidden Hills Fiber to the Home Project Request

Management has received the enclosed request from the city of Hidden Hills to install fiber during the Jim Bridger/Ashley Ridge Project.

Motion: Hawk
Second: Tenenbaum

Resolved: The Board of Directors approves the preliminary request as presented and requires further review of the proposed equipment prior to installation. The Board is not endorsing the project and has requested that the Equestrian Services Committee review the proposal.

The motion carried unanimously.

Roads Proposals – Jim Bridger/Ashley Ridge Project

The Board of Directors reviewed the proposal breakdown as prepared by consultant Griffin Marvin.

Motion: Raznick
Second: Heubusch

Resolved: The Board of Directors approves the bid package presented by Champion Paving subject to counsel review. Joe Bellissimo is directed to negotiate the contract pricing at a reduced contract cost of \$1,650,000.00.

The motion carried unanimously.

Round Meadow Gate Operations / Closure for Large Trucks

The Board of Directors tabled this matter until there are better metrics available for review. Management was directed to order better signage.

Ahmanson Gate Proposal

The Board of Directors reviewed the proposal for adding a 7' high three rail fence. The item was tabled indefinitely, and management was directed to obtain a proposal for adding a fob access point at the existing gate entrance.

Encroachment Permit – 6165 Spring Valley Road

This permit is for Spectrum to install fiber for the association. No action was taken.

Encroachment Permit - 6051 Spring Valley Road

Motion: Tenenbaum
Second: Hawk

Resolved: The homeowners permit for installation of extended sewer service is approved after the fact.

The motion carried unanimously.

Encroachment Permit - 24549 Long Valley Road

This permit is for Spectrum to install fiber for the association. No action was taken.

Encroachment Permit – 5190 Round Meadow Road

This permit is for Spectrum to install fiber for the association. No action was taken.

Encroachment Permit – 5510 Jed Smith Road

Motion: Heubusch
Second: Epstein

Resolved: The after the fact permit is denied in the existing location, the homeowner will need to remove and relocate the utility box from the parkway to a location inside the private lot.

The motion carried unanimously.

Encroachment Permit – City of Hidden Hills, Jim Bridger/Ashley Ridge

Reviewed on agenda, equipment information will be provided, and the permit approved at a later time. No action was taken.

Encroachment Permit – 5464 Jed Smith Road

Motion: Heubusch
Second: Tenenbaum

Resolved: The permit request is denied.

The motion carried unanimously.

Encroachment Permit – 5491 Hoback Glen Road

Motion: Hawk
Second: Heubusch

Resolved: The permit request is approved.

The motion carried unanimously.

Architectural Variance – 5650 Jed Smith Road

Minor renovation and addition to the existing residence within a non-conforming front yard setback. The proposed addition will not further extend the existing non-conforming setback.

Motion: Tenenbaum
Second: Heubusch

Resolved: The variance application is approved as presented.

The motion carried unanimously.

License Agreement – 5320 Whitman Road

Proposal to maintain current driveways which cross the equestrian easement, requiring a

license agreement which is supported by the Equestrian Services Committee.

Motion: Tenenbaum
Second: Heubusch

The motion carried 6/0/1 (Abstain Hawk)

Trail Map Update Proposal

Surveyor Chris Nelson has proposed to update the HH Community Trail Map at no cost if the map includes the company logo.

The Board of Directors declined the offer and directed management to obtain proposals.

Building Alarm /Fire Alarm Proposals

The Board of Directors reviewed proposals presented by several companies. ADT provided a proposal to support both systems, the building and fire alarms.

Motion: Raznick
Second: Tenenbaum

Resolved: The Board of Directors approves the Fire and Building Alarm proposal as presented by ADT with a monthly recurring service charge of \$131.00 plus added taxes, fees.

The motion carried unanimously.

Spring Valley Arena Project Update

No updates provided.

Trails Maintenance Proposals

Item tabled; no action was taken.

Perimeter Fence Proposals

The Board of Directors reviewed the fence proposals and tabled indefinitely. Management was directed to obtain a proposal from Covered 6 to add 5 or 6 cameras in designated security “hot spots” within the community.

Special Election Meeting Update

No updates were made, the Board of Directors will review the draft documents and determine

a schedule which will include town hall meetings and will be published in advance.

Ad-Hoc Committee – Architectural Standards

Tabled; no action was taken.

Ad-Hoc Committee – Office Efficiency & Resources

Tabled; no action was taken.

Pool Furniture Proposals

The Board of Directors tabled the proposals and directed management to remove the broken furniture from the pool area.

Executive Committee Appointment

Due to the recent organization of the Board of Directors, an update to the Executive Committee was considered.

Motion: Heubusch
Second: Tenenbaum

Resolved: The Executive Committee of the Hidden Hills Community Association Board of Directors shall include Joe Bellissimo, Eric Epstein, and Kenny Hawk.

The motion carried unanimously.

Proposal/Adoption of a new Mission Statement for the Hidden Hills Community Association

Motion: Raznick
Second: Tenenbaum

Resolved: The proposed mission statement is approved.

“SERVING AND PRESERVING THE COMMUNITY-CENTRIC, EQUESTRIAN-BASED LIFESTYLE THAT MAKES HIDDEN HILLS A SPECIAL PLACE TO LIVE”

The motion was carried unanimously.

Directors Topics

No item were presented.

Management Report

No report presented.

Summary of Executive Session

The Board met in Executive Session on February 7, 2023, to discuss litigation, the formation of third-party contracts, personnel matters, homeowner delinquency and other legal items as provided in civil code.

Next Meeting Date

The next meeting is proposed on March 21, 2023, at 6:30 PM to be held via zoom video conference.

Adjournment

There being no further business to conduct, the meeting was adjourned at 9:51 PM.

ATTEST:

A handwritten signature in cursive script, appearing to read "Jinda Pazruick", is written over a horizontal line.

Date: 3/21/2023