



BOARD OF DIRECTORS MEETING

MONDAY, AUGUST 14, 2023 – 6:30 P.M. | Meeting held via Zoom Video Conference

GENERAL SESSION MINUTES

1. CALL TO ORDER

The General Session meeting of the Hidden Hills Community Association Board of Directors was called to order at 6:37 P.M. by President, Joe Bellissimo. In accordance with the California Civil Code, the agenda was posted at least four days prior to the meeting.

DIRECTORS PRESENT

Joe Bellissimo, President
Eric Epstein, Vice-President
Kenny Hawk, Treasurer
Linda Raznick, Secretary
Howard Tenenbaum, Director
John Heubusch, Director
Arvind Movva, Director

DIRECTORS ABSENT

HHCA MANAGEMENT/STAFF

Erin Tudron, General Manager
Stefany Tristan, Operations Manager
Karen Liebrecht, Administration Manager

2. EXECUTIVE SESSION SUMMARY

The Board of Directors met in Executive Session on July 22, 2023, July 29, 2023 and August 1, 2023 to discuss some, or all, of the items related to the following: 1) litigation or potential litigation; 2) matters relating to the formation of contracts with third parties; 3) member discipline or delinquency, including payment plan requests; 5) personnel matters; and/or 6) approval of Executive Session minutes.

3. GENERAL SESSION MINUTES APPROVAL

The Board of Directors reviewed the draft General Session meeting minutes dated July 18, 2023.

Motion: Raznick
Second: Tenenbaum

Resolution: The Board of Directors approved the General Session meeting minutes dated July 18, 2023, as presented.

The motion carried unanimously.

4. FINANCIAL REPORT

a. July 2023 Financial Statement

Interim Treasurer Kenny Hawk provided a verbal report on the current operating budget and presented the July 2023 financial statement for review and acceptance by the Board.

Motion: Raznick

Second: Epstein

Resolution: The Board of Directors approved and accepted the July 2023 financial statement as presented, subject to audit.

The motion carried unanimously.

b. Proposal: Porter & Lasiewicz – 2022/2023 Audit & Tax Services

The Board of Directors reviewed the annual audit and tax services agreement from Porter and Lasiewicz for the 2022/2023 fiscal year, approved by the Executive Committee on August 11, 2023.

Resolution: The Board of Directors ratified approval of the services agreement.

The motion carried unanimously.

5. HOMEOWNER OPEN FORUM

Members in attendance provided input on the following items during open forum:

- Recent petition to recall HHCA Board President Joe Bellissimo.

6. COMMITTEE REPORTS

a. Gate Operations Committee – Deb Seror, Co-Chair

The Committee reported on the recent completion of the Long Valley monument project, as well as the Committee's attempt to address the traffic at the Round Meadow gate while school is in session. It was reported that the School Administration indicated they do not presently favor changing the traffic pattern. The traffic issue will be revisited again later in the school year. Also, the Burbank pedestrian gate is on hold until after they get through the launch of Proptia. Proptia officially launched on Sunday, August 13th and the Committee addressed the issues resulting in the backup at the gates this morning. Members were reminded to register with Proptia, as of this date less than half the membership had registered and added their guests.

b. Technology Committee – John McGinnis, Chair

In conjunction with the report provided by the Gate Operations Committee, the Technology Committee also reported on the recent Proptia launch and the issues experienced at the gates that caused traffic to back up in the morning.

c. Report on City Council Meeting – Eric Epstein, Board Liaison

Board liaison Eric Epstein introduced Hidden Hills Mayor Steve Freedland who reported that the funding plan for the City-wide fiber to the home project was discussed at the July 24th Special City Council meeting.

d. Equestrian Services Committee – Anne Kolbe, Chair

The Committee reported on the status of the Spring Valley arena repairs. The vendor is 1-week behind in completing this arena due to issues with the base that were discovered. Once completed, work at the Saddle Creek arena will begin. The Committee also reported on the dog show hosted by ESC on July 23rd.

e. Parks and Recreation Committee – Tamika Watkins, Committee Member

The Committee reported on the final BBQ of the season held August 11th and improvements the Committee is looking to make next year. The Committee also reported on a showing of "A Star Is Born" at this month's movie night. The Committee is working on a Halloween and Seniors event. The Crossroads Kitchen sponsored event is scheduled for Friday, September 8th with a piano performance by Jake Justice. Information on ticket sales will be going out within the next couple of weeks.

f. Theatre Committee – Tamika Watkins, Committee Member

The Committee reported on the Jaxx children's production of "Into the Woods." Performances are currently scheduled for January 12-14, 2024. Information on registration sign-up will be going out in the next couple of weeks.

g. Landscape Committee – Steve Weber, Chair

The Committee reported on the necessary removal of 5 dead trees located at the Spring Valley arena and a few along Long Valley Road. The Committee is looking to plant new trees once the weather cools, hopefully in the month of October. Lynne Burns from Seed Landcare was also in attendance to report on landscape maintenance updates.

h. Architectural Committee – Ryan Levis, Architectural Consultant

On behalf of the Committee, Architectural Consultant, Ryan Levis reported that the August Architectural Committee meeting was scheduled for Tuesday, August 29th. There are over 20 projects on the agenda for architectural review.

7. UNFINISHED BUSINESS/NEW BUSINESS

a. Recall Petition submitted by the HHCA Membership

On July 25, 2023, HHCA was presented with a recall petition, signed by 5% of the membership, to recall Board President Joe Bellissimo from the Board. The petition signatures were verified. The Board of Directors has 20 days from the date the recall petition was received to set a date for the special recall election.

1) Notice of Recall Election Date:

Per the California Civil Code, the Board of Directors has 150 days from the date of the recall petition to hold the special recall election. The Board of Directors discussed the proposed date of October 19, 2023.

Motion: Movva
Second: Tenenbaum

Resolution: The Board of Directors approved the special recall election to be held on Thursday, October 19, 2023 at 6:30pm, via Zoom.

The motion carried unanimously.

2) Proposal: Correct Elect, LLC – Inspector of Election – Recall

The Board of Directors reviewed and discussed the proposal from Correct Elect, LLC to facilitate, as Inspector of Election, the membership vote for the recall election.

Motion: Raznick
Second: Tenenbaum

Resolution: The Board of Directors approved the proposal from Correct Elect, LLC to facilitate, as Inspector of Election, the membership vote for the recall election. Total Cost = \$2,300.00.

The motion carried unanimously.

b. HHCA Annual Meeting & Election Date

At the July 18, 2023 General Session meeting, the Board of Directors unanimously voted to hold this year's Annual Meeting and Director's Election on January 15, 2024. It was brought to the Association's attention that this date is MLK Day. The Board of Directors discussed moving the meeting and election date to Monday, January 22, 2024.

Motion: Tenenbaum
Second: Raznick

Resolution: The Board of Directors approved to move the HHCA Annual Meeting and Directors' Election to Monday, January 22, 2024.

The motion carried unanimously.

c. Community Town Hall Event

The Board discussed the rescheduled community Town Hall event to be held on Monday, August 21, 2023. Because of a scheduling conflict with Round Meadow Elementary, the Town Hall event will be held at the HHCA Community Center with a Zoom link for Members who cannot attend in person.

Action: No action taken. Reviewed and filed.

d. Proposal: Seed Landcare – DG Parkway Repair Project

The Board of Directors reviewed and discussed the proposal from Seed Landcare to perform the needed DG parkway repairs throughout the community, as identified. Lynne Burns from Seed Landcare was also in attendance to present and answer questions regarding the proposed project. This is a planned project for the 2023/2024 fiscal year and a budget reserve item. Total Cost = \$102,660.00.

Motion: Raznick
Second: Hawk

Resolution: The Board of Directors approved the proposal from Seed Landcare to perform the needed DG parkway repairs throughout the community, as identified.

The motion carried unanimously.

e. Architectural Grading Review:

1) 5657 Round Meadow Road

The Board of Directors reviewed and discussed the architectural grading review request presented for 5657 Round Meadow Road. New Construction – 1,840 cubic yards cut/1,840 cubic yards fill/0 export. The Architectural Committee gave its recommendation for these grading volumes at the July 31, 2023 architectural meeting. The affected neighbors received a Notice of Grading Review, and no written communications were submitted for Board consideration.

Motion: Tenenbaum
Second: Raznick

Resolution: The Board of Directors approved the grading review request for 5657 Round Meadow Road, as presented.

The motion carried.

Aye: Bellissimo, Raznick, Hawk, Tenenbaum, Heubusch, Movva.
Abstain: Epstein

f. Encroachment Permit Requests:

The Board of Directors reviewed the following encroachment permits issued by management:

ENCROACHMENT PERMIT			
Name	Address	Project	Permit Number

SoCal Edison	24050 Hidden Ridge Rd	1 day access to pad structure to upgrade equipment/cable. Will have traffic control.	1237
SoCal Edison	5881 Fitzpatrick Rd	SCE trucks to drive on flat horse trail to access 2 existing poles.	1238
SoCal Edison	24341 Rolling View Rd	1 day access to existing pull box to upgrade equipment/pull in cable. Will have traffic control.	1239
DM Footings West	25249 Long Valley Rd	Trail access with vehicle to deliver sand to multiple properties within Hidden Hills	1240
SoCal Gas	25151 Jim Bridger Rd	Service Abandonment	1241
Charter Spectrum	5373 Jed Smith Rd	Service Installation	1242

Resolution: No action taken. Reviewed and filed.

g. Directors Topics

No items were presented for discussion.

8. MANAGEMENT REPORT

General Manager Erin Tudron reported on the following topics:

- The refresh to the Long Valley Monument sign was completed on July 23, 2023.
- Footings West anticipates the work on the Spring Valley arena to be complete by the end of next week; the brief delay is due to unforeseen issues with the base. Once completed, the work at the Saddle Creek arena will begin.
- The new pool furniture has been delivered to the vendor and installation is scheduled for this week.
- The road project is still scheduled to begin on September 5th with Champion Paving. Pertinent notifications on the schedule of construction work and information for affected residents will be sent out accordingly.
- If Members are not receiving HHCA community notices, please contact the management office to register and/or update your email information.
- Trash Bin Reminder: SECTION 1 (GENERAL), Rule 1.10 **Rubbish Removal**. No resident may place or accumulate any rubbish in plain view of other residents except for the purpose of prompt garbage collection. Trash containers must be kept in the resident's Trash Enclosure Area until the day of collection and returned to the Trash Enclosure Area

the same day. Residents without trash enclosure areas must maintain their trash in a manner that does not cause a nuisance.

- Administration Manager Karen Leibrecht reported on the speeding violation numbers for the month of July.

9. NEXT MEETING DATE

The next General Session meeting of the HHCA Board of Directors is scheduled for Tuesday, September 19, 2023 at 6:30 P.M. via Zoom Video Conference.

10. ADJOURNMENT

There being no further business to conduct in General Session, the meeting was adjourned at 7:33 P.M.

ATTEST:


Signature


Approved Date