



BOARD OF DIRECTORS MEETING

TUESDAY, SEPTEMBER 19, 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 6:36 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 (Joined at 7:10 P.M.)
John Heubusch, 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 September 5, 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 August 14, 2023.

Motion: Raznick
Second: Epstein

Resolution: The Board of Directors approved the General Session meeting minutes dated August 14, 2023, as presented.

The motion carried unanimously.

4. FINANCIAL REPORT

a. August 2023 Financial Statement

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

Motion: Raznick

Second: Epstein

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

The motion carried unanimously.

b. Resolution for Fund Transfer

The Board of Directors reviewed and discussed the Resolution to temporarily transfer funds from its reserve fund to the Association's general operating fund to cover approved and budgeted monthly operating expenses, pursuant to California Civil Code Section 5515. The borrowed sum shall be restored to the reserve fund from the Association's annual assessments within one year of the Resolution.

Motion: Raznick

Second: Epstein

Resolution: The Board of Directors approved the Resolution for Fund Transfer to temporarily cover approved and budgeted monthly operating expenses until the annual assessments come in.

The motion carried unanimously.

c. Final 2023/2024 Annual Budget and Assessment Rate

The Board of Directors reviewed and discussed the final 2023/2024 Annual Budget and Assessment Rate following the annual assessment income for the fiscal year. No changes are proposed following the May 16, 2023 General Session meeting.

Motion: Raznick

Second: Heubusch

Resolution: The Board of Directors approved the final 2023/2024 annual budget and assessment rate of .0025 of the total assessed land and improvement property value, per the Los Angeles County Assessor's office.

The motion carried unanimously.

d. Notice of Annual Assessments

As per Article 5, Section 3(c) of the Association's CC&Rs, annual assessments will be fixed and distributed on or about the first Monday of October. Additionally, all annual assessments shall be paid in advance to the Association on or before the tenth day in December.

Resolution: No action taken. Reviewed and filed.

e. Resolution to Proceed with Foreclosure

In accordance with California Civil Code, at the September 5, 2023 Executive session meeting of the Board of Directors the Board voted to approve the Resolution to Proceed with Foreclose on APN 2049-016-027, as per the Association's Delinquency Policy. Per Civil Code, this Resolution must be recorded in the minutes of the General Session.

Resolution: No action taken. Reviewed and filed.

5. HOMEOWNER OPEN FORUM

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

- Request for the Board's consideration on the formation of a Health and Safety Committee regarding construction oversight.
- Jed Smith sinkhole repair and drainage maintenance.
- Concern of trees falling on the trails and residents being notified if there is an observable concern.
- Special Recall Election to recall HHCA Board President Joe Bellissimo.
- Thanks to the Board of Directors and requests for residents to tone down the vitriol throughout the community.

6. COMMITTEE REPORTS

a. Gate Operations Committee – Stefany Tristan, Staff Liaison

On behalf of the Gate Operations Committee, staff liaison Stefany Tristan reported on the Committee meeting held on September 11, 2023. The Committee discussed Proptia and options to secure the Round Meadow pedestrian gate.

b. Technology Committee – John McGinnis, Chair

The Committee reported on the recent Proptia issues with the synching of databases; however, the system is working smoothly processing resident transponders. The Committee encouraged residents to regularly check and maintain their guest lists in Proptia and preemptively add guests directly into Proptia to expedite processing entries at the gates. The Committee is working on changes to enhance program efficiency. The Committee will also be exploring improvement to the community website, as well as ideas for more efficient hybrid meetings.

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

Board liaison Eric Epstein reported the City was awarded funding for Phase 1 of the Long Valley construction project, with an anticipated start date of October 23, 2023. The City

Council also voted to move to one City Council meeting per month, effective January 1, 2024. Fiesta is September 30th through October 1st. Tickets are currently on sale through September 27, 2023.

d. Equestrian Services Committee – Anne Kolbe, Chair

The Committee reported on the completion of the Spring Valley arena repairs and the status of the Saddle Creek arena repairs. It is anticipated the Saddle Creek arena will be completed by the end of next week. The Committee is routinely monitoring the trails and reporting any violations to the office. The Committee is also working on obtaining bids for the installation of security cameras at the arenas (to be considered next year because not in this year's budget), and emergency evacuation procedures.

e. Landscape Committee – Steve Weber, Chair

The Committee reported on tree removals throughout the community. Recommended tree removals are reported, and the Committee looks at the trees prior to removal, apart from an emergency. The Committee will be planting the boxed trees located in the Long Valley parking lot as they need to be moved prior to construction. The Committee also discussed HHCA creating its own nursery of 24" box trees in order to have an available supply due to the large number of trees throughout the community. The Committee offered that anyone interested in joining the Landscape Committee to please step forward.

f. Theatre Committee – Karen Liebrecht, Staff Liaison

On behalf of the Theatre Committee, staff liaison Karen Liebrecht reported on the Committee meeting held on September 11, 2023. The Committee discussed the Jaxx auditions for their January performance of "Into the Woods" and requests for grandchildren to participate in the production. Any requests to use the community theatre should be directed to the Committee. The next meeting will be held on October 2, 2023.

g. Architectural Committee – Ryan Levis, Architectural Consultant

On behalf of the Committee, Architectural Consultant Ryan Levis reported the September Architectural Committee meeting is scheduled for Tuesday, September 27, 2023. There are 22 projects (mostly minor remodels) on the agenda for architectural review.

h. Parks and Recreation Committee – Leslie Bacon, Chair

The Committee reported on the success of the recent Crossroads Kitchen event held on September 8th. The Committee is looking to do more events with them in the future. Save the Dates for the Halloween event scheduled for October 21, 2023 will be going out soon. The Committee is also working on a Bingo, Holiday Market and Karaoke event before the end of the year.

7. UNFINISHED BUSINESS/NEW BUSINESS

a. Committee Appointments: Parks & Recreation, Co-Chair

The Board of Directors reviewed and discussed the appointment of a Co-Chair to the Parks and Recreation Committee. Committee Chair Leslie Bacon recommended Committee member Jamiee Kasower for this appointment.

Motion: Hawk
Second: Bellissimo

Resolution: The Board of Directors approved the appointment of Committee member Jamiee Kasower as Co-Chair of the Parks and Recreation Committee.

The motion carried unanimously.

b. Discussion & Vote on Appointment of Director to Fill Current Board Vacancy

The Board of Directors interviewed the following candidates who stepped forward with an interest in fulfilling the current 4-month board vacancy following Arvind Movva's resignation. Each candidate was asked to make a brief statement.

Candidates:

- 1) Steve Bond
- 2) Jeffrey Grogin
- 3) Jeffrey Gersh
- 4) Brian Goldstein
- 5) Linda Sacket (withdrew)

Motion: Tenenbaum
Second: Raznick

Resolution: After a split vote between Jeffrey Grogin and Jeffrey Gersh, Jeffrey Grogin stepped aside. The Board of Directors voted to appoint Jeffrey Gersh to the Board of Directors to fill the current 4-month vacancy.

The motion carried unanimously.

c. Consideration of Advisory Panel or Committee Formation for Rules & Governing Documents

1) Advisory Panel/Committee Formation

The Board of Directors discussed the proposed formation of an Advisory Panel or Committee for the purpose of providing recommendations and/or input to the Board of Directors on updating the Association's Governing Documents & Standards.

Motion: Bellissimo
Second: Heubusch

Resolution: The Board of Directors approved the formation of a resident Advisory Panel for the purpose of providing recommendations and/or input to

the Board of Directors on updating the Association's Governing Documents and Standards. A community notice will be distributed to the membership for a call of volunteers.

The motion carried unanimously.

2) Draft Amended/Restated CC&Rs & Bylaws

The Board of Directors discussed directing the Association's Legal Counsel to start with a redraft of the Association's CC&Rs and Bylaws in order to bring them into compliance with California State Law and Civil Code requirements. Separately, the Board of Directors also discussed directing Legal Counsel to prepare a list of "optional" best practice CC&R and Bylaws provisions for additional consideration.

Motion: Epstein
Second: Tenenbaum

Resolution: The Board of Directors approved directing the Association's Legal Counsel to start with a redraft of the Association's CC&Rs and Bylaws in order to bring them into compliance with California State Law and Civil Code requirements.

The motion carried unanimously.

Motion: Epstein
Second: Heubusch

Resolution: The Board of Directors approved directing Legal Counsel to prepare a separate list of "optional" best practice CC&R and Bylaws provisions for additional consideration.

The motion carried unanimously.

d. Architectural Grading Review:

1) 24300 Little Valley Road

The Board of Directors reviewed and discussed the architectural grading review request presented for 24300 Little Valley Road. New Construction – 6,235 cubic yards cut/6,235 cubic yards fill. The Architectural Committee gave its recommendation for these grading volumes at its August 29, 2023 architectural meeting finding them to be appropriate for this property. The affected neighbors received a Notice of Grading Review, and written comments were submitted and taken into consideration.

Motion: Hawk
Second: Tenenbaum

Resolution: The Board of Directors approved the grading review request for 24300 Little Valley Road, as presented.

The motion carried unanimously.

2) 5949 Spring Valley Road

The Board of Directors reviewed and discussed the architectural grading review request presented for 5949 Spring Valley Road. New Construction – 1,908 cubic yards cuts/1,908 cubic yards fill. The Architectural Committee finds the grading volumes to be appropriate for this property and the applicant obtained a letter of review, conditions, and recommendation from SoCal Gas Company regarding the proposed grading work. The affected neighbors received a Notice of Grading Review, and written comments were submitted and taken into consideration.

Motion: Hawk

Second: Gersh

Resolution: The Board of Directors tabled this item so that all Board members can get up to speed on the pertinent issues. Additionally, a site visit shall be scheduled between the Board of Directors, Architectural Committee, and City of Hidden Hills in order to review the project concerns.

The motion carried unanimously.

e. **Architectural Lot Merger:**

1) 24895 Long Valley Road

The Board of Directors reviewed and discussed the architectural lot merger request presented for 24895 Long Valley Road and 24878 Eldorado Meadow Road. This item was previously reviewed and tabled at the May 16, 2023 General Session meeting. The Architectural Committee gave its recommendation for the merger. Written comments by affected neighbors were submitted and taken into consideration.

Motion: Hawk

Second: Heubusch

Motion: The Board of Directors approved the lot merger request for 24895 Long Valley Road and 24878 Eldorado Meadow Road subject to the following concessions from the Homeowner: 1) construction will not exceed 15 months from approval to completion of construction, 2) reduction in construction working hours (7 a.m. to 5 p.m.), 3) limitation on construction parking (maximum 5 construction vehicles on property's front parkway, 4) there will be no reduction in annual assessments.

The motion carried unanimously.

f. Encroachment Permit Requests:

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

ENCROACHMENT PERMIT						
Name	Address		Project	Filed	Issued	Permit No.
MJ Star-Lite Inc.	5275	Round Meadow Rd	Excavate for installation of Edison conduit	7/6/2023	8/11/2023	1243
Bob Safai	5303	Round Meadow Rd	Dumpster on parkway	8/24/2023	8/24/2023	1244
SoCal Edison	5841	Fitzpatrick Rd	Use horse trail to access existing equipment on pole	8/25/2023	8/29/2023	1245

Resolution: No action taken. Reviewed and filed.

g. Directors Topics

The Board of Directors discussed the recent decision of the California Court of Appeal authorizing Board members the right to discuss Association related business via email, so long as they do not make any formal decisions, except in an emergency situation, outside of a duly called Board meeting.

Resolution: No action taken. Reviewed and filed.

8. MANAGEMENT REPORT

General Manager Erin Tudron reported on the following topics:

- New pool furniture was installed at the community center on August 17, 2023.
- The height of the safety fence around the community center pool has been extended at the entry to prevent individuals from hopping over the fence.
- The fob installation at the Ahmanson Gate is complete. A custom gooseneck has been ordered to accommodate those utilizing the area on horseback.
- The repair work at the Spring Valley arena is complete and work has commenced at the Saddle Creek arena.
- The DG repair project approved at the August 14, 2023 General Session meeting has commenced. The areas on Jed Smith are complete and Seed Landcare is currently working on Round Meadow.
- The Jim Bridger/Ashley Ridge Road project is scheduled to commence on October 2, 2022.
- New HHCA Administration Assistant Rosita Munoz will be starting on September 20, 2023.

- Office Hours Reminder. The management office is closed on Tuesdays and Thursdays from 12pm-2pm.
- Annual assessment invoices will be going out to the membership on October 2, 2023.
- Reminder that Fiesta tickets are on sale through the City until September 27, 2023.

9. NEXT MEETING DATE

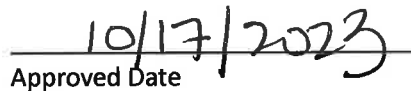
The next General Session meeting of the HHCA Board of Directors is scheduled for Tuesday, October 17, 2023 at 6:30 P.M. via Zoom Video Conference.

10. ADJOURNMENT

There being no further business to conduct in General Session, the meeting was adjourned at 10:41 P.M.

ATTEST:


Signature


Approved Date