



**BOARD OF DIRECTORS MEETING**

**TUESDAY, OCTOBER 17, 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 6:35 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  
Jeffrey Gersh, 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 an Emergency Executive Session on September 15, 2023 and Executive Session on October 3, 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 and/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 September 19, 2023.

Motion: Raznick  
Second: Tenenbaum

Resolution: The Board of Directors approved the General Session meeting minutes dated September 19, 2023, as presented.

The motion carried unanimously.

#### **4. FINANCIAL REPORT**

##### **a. September 2023 Financial Statement**

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

Motion: Bellissimo  
Second: Tenenbaum

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

The motion carried unanimously.

##### **b. 2022/2023 FYE Audit Update**

The first draft of the Association's 2022/2023 FYE annual audit should be completed by the CPA within the next 2-weeks for review. It is anticipated that the final draft will be presented at the November General Session meeting for Board acceptance and membership distribution.

#### **5. HOMEOWNER OPEN FORUM**

In lieu of prior standard Homeowner Forum, members were given an opportunity to comment on agenda items, prior to each agenda item being discussed. The time limit for each homeowner is 3 minutes. All comments pertaining to non-agenda related items were held later in the meeting.

Members in attendance provided no comments on this meeting's agenda items during this session of the open forum.

#### **6. COMMITTEE REPORTS**

##### **a. Report on City Council Meeting – Eric Epstein, Board Liaison**

Board liaison Eric Epstein reported the City of Hidden Hills called a special meeting on Tuesday, October 17, 2023 to pass a Resolution supporting Israel and condemning the recent attacks. The Long Valley gate project is scheduled to begin on Monday, October 23, 2023.

##### **b. Parks and Recreation Committee – Leslie Bacon, Chair**

The Committee reported on the upcoming Halloween event scheduled for Saturday, October 21, 2023 at the community center and movie night. Details will be forthcoming on the Bingo and Holiday Market events the Committee is planning for the month of November.

##### **c. Theatre Committee – No report provided.**

**d. Landscape Committee – Nanette Walden, Committee Member**

The Committee reported on the recent planting of 5 boxed pepper trees previously staged in the Long Valley parking lot. 3 were installed at the corner of Long Valley and Round Meadow, 1 at the Ahmanson gate, and 1 at the corner of Penland and Lupin Hill for shade. The Committee is working on a proposal with Seed Landscape to install 20-24” box pepper trees along Long Valley.

**e. Equestrian Services Committee – Anne Kolbe, Chair**

The Committee reported on the completion of the arena repair project at Spring Valley and Saddle Creek by Footings West. The Committee is discussing events for November and December, as well as future programs for adult riders. The Committee is also working on an emergency preparedness plan for the horses in the community. The new commemorative sign at the Saddle Creek arena is installed and the Committee is planning on a dedication ceremony in the near future.

**f. Architectural Committee – Ryan Levis, Architectural Consultant**

On behalf of the Committee, Architectural Consultant Ryan Levis reported the October Architectural Committee meeting is scheduled for Wednesday, October 25, 2023. There are 23 projects on the agenda for architectural review, including 5 new homes for discussion.

**g. Technology Committee – John McGinnis, Chair,**

The Committee reported on the end of the Proptia system integration and continued work with the vendor in order to make important user-friendly updates, including the release of the updated Proptia app.

**h. Gate Operations Committee – Barbara Lipkin, Committee Member**

No Gate Operations Committee meeting is scheduled for the month of October. The Committee provided a reminder that there will be no call-ups or call-downs to the gates after 5pm on Halloween. Guests need to be pre-registered with the gates. The Committee also reported on securing pedestrian access at the Round Meadow and Burbank gates.

**7. UNFINISHED BUSINESS/NEW BUSINESS**

**a. Insurance Policy Renewal: Workers Compensation**

The Board of Directors reviewed and discussed the proposed renewal of the Association’s Workers Compensation Policy, effective October 22, 2023 to October 22, 2024. There are no proposed changes to the existing policy in terms of coverage or limits.

Motion: Hawk  
Second: Raznick

Resolution: The Board of Directors approved the renewal of the Association’s Worker’s Compensation Policy, effective October 22, 2023 to October 22, 2024, as presented.

The motion carried unanimously.

**b. Discussion & Appointment of Volunteer Candidates to Advisory Panel**

The Board of Directors discussed the appointment of volunteer candidates to an advisory panel for the purpose of providing recommendations and input to the Board of Directors on the updating of the Association's CC&Rs and Bylaws.

Advisory Panel Members:

1. Barbara Lipkin
2. Bob Freedman
3. David Zebrack
4. Gabe Nussbaum
5. Jeff Grogin
6. Marsha Weidman

Motion: Hawk  
Second: Raznick

Resolution: The Board of Directors approved the appointment of volunteer candidates to an advisory panel for the purpose of providing recommendations and input to the Board of Directors on the updating of the Association's CC&Rs and Bylaws. A secondary advisory panel will be formed at a later date to address the Association's Architectural Standards and other Rules and Regulations.

The motion carried unanimously.

**c. Architectural Grading Review:**

1) 24877 Eldorado Meadow Road

The Board of Directors reviewed and discussed the architectural grading review request presented for 24877 Eldorado Meadow Road. New Home Construction – 629 cubic yards cut/629 cubic yards fill. The Architectural Committee gave its recommendation for these grading volumes at its September 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: Tenenbaum  
Second: Gersh

Resolution: The Board of Directors approved the grading review request for 24877 Eldorado Meadow Road, as presented.

The motion carried (5-1).

Aye: Tenenbaum, Gersh, Raznick, Heubusch, Bellissimo.

Nay: Hawk  
 Abstain: Epstein

**d. Encroachment Permit Requests:**

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

ENCROACHMENT PERMIT						
Name	Address		Project	Filed	Issued	Permit No.
Sewer & Pipeline	5742	Hilltop Rd	Replace sewer line	9/18/2023	9/21/2023	1246
SoCal Edison	5373	Jed Smith Rd	Access existing pole to install equipment; pull in cable to existing duct.	9/13/2023	9/22/2023	1247
Cowboys Roofing	5449	Paradise Valley Rd	Forklift parking permit at the Saddle Creek arena for 3 days	9/22/2023	9/22/2023	12458
Charter Spectrum	23485	Long Valley Rd	Install new utility pole to replace failed one, place fiber overhead on 15 existing poles, then add temporary poles through the LV parking lot to provide fiber to Long Valley gate house. Once HH city trenches for their project, Spectrum will run underground fiber conduit to the gate house and remove the temporary poles in the parking lot.	9/13/2023	9/28/2023	12459

Resolution: No action taken. Reviewed and filed.

**e. Directors Topics**

No items were presented for discussion.

## **8. HOMEOWNER FORUM**

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

- Formation of advisory panel. How the panel members were chosen and will be moderated.
- Use of motorbikes/e-bikes in the community, including the safety concern for residents and riders.

## **9. MANAGEMENT REPORT**

General Manager Erin Tudron reported on the following topics:

- Thank you to the City of Hidden Hills for their hard work and collaboration in hosting the annual Fiesta event.
- Reminder that the City of Hidden Hills Long Valley parking lot improvement project is scheduled to begin on Monday, October 23, 2023.
- An update on the Jim Bridger/Ashley Ridge Road project with Champion Paving was provided. Phase 1 of the project commenced on October 2, 2023 and is currently on schedule to be completed by November 10<sup>th</sup>. Information on Phase 2 of the asphalt installation will be forthcoming.
- The DG repair project approved at the August 14, 2023 General Session meeting is still underway. Seed Landcare is currently inspecting the DG areas already installed for any needed recompacting. The beginning of Jim Bridger, Dixon Trail, John Freemont, Kit Carson, John Colter, Round Meadow, Wingfield, Rolling View, Bridle Trail, and Jed Smith are complete. Additional areas to complete include Long Valley, Clear Valley, and Eldorado Meadow. The areas at the end of Jim Bridger are on hold due to the road construction project.
- The fob installation at the Ahmanson Gate is complete, but activation is pending the resolution of connectivity issues and will remain unlocked until resolved. Fob access will not be needed to exit the Ahmanson gate, only to enter back into the community.
- Reminder that 2023/2024 Annual Assessment invoices were set out on October 2, 2023 via email and U.S. Mail. The due date by which all annual assessments should be paid is December 10, 2023. Unpaid assessments will be considered delinquent if not received, post marked or brought to the office by this date.
- The HHCA Annual Meeting and Directors Election is scheduled for January 22, 2024. Candidate nomination forms and statements must be submitted to the Inspector of Elections, Correct Elect, no later than Tuesday, October 24, 2023.
- Reminder the Special Membership Meeting for the Recall Election is Thursday, October 19, 2023 at 6:30pm and will be facilitated by the Association's Inspector of Elections, Correct Elect.
- Information on street closures on Halloween can be found in the October Round Up. Additional notifications will be sent out to the community next week.
- New Admin Assistant Rosie Munoz started in the HHCA office on September 20, 2023.

## **10. NEXT MEETING DATE**

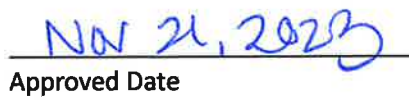
The next General Session meeting of the HHCA Board of Directors is scheduled for Tuesday, November 21, 2023 at 6:30 P.M. via Zoom Video Conference.

**11. ADJOURNMENT**

There being no further business to conduct in General Session, the meeting was adjourned at 8:02 P.M.

ATTEST:

  
Signature

  
Approved Date