



**BOARD OF DIRECTORS MEETING**

**TUESDAY, JUNE 20, 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 6:34 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 (Left meeting at 8:45 P.M.)

**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 June 6, 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 May 16, 2023.

Motion: Raznick  
Second: Epstein

Resolution: The Board of Directors approved the General Session meeting minutes dated May 16, 2023.

The motion carried unanimously.

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

##### **a. May 2023 Financial Statement**

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

Motion: Tenenbaum

Second: Raznick

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

The motion carried unanimously.

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

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

- One homeowner noted their objection regarding homeowners only being able to comment during homeowner open forum and not speak to every agenda item as they come up in the meeting.
- No other comments were presented during open forum.

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

##### **a. Security Report – Chris Dunn, Covered 6**

Chris Dunn, Mike Grant and Guy Hartsen from Covered 6 were in attendance to provide an update on recent security-related events affecting the community. They also provided an update on the installation of the five new security cameras approved at the March 2023 General Session meeting, as well recent successes in intercepting and preventing potential criminal activity. Particular note was given to the addition of drone coverage that identifies “key areas” of trespassers entering the community; but also noted that drones are not flying over private Hidden Hills residences.

##### **b. Gate Operation Committee – Jeff Korchek, Chair**

The Committee thanked Covered 6 and the HHCA staff for their assistance during a recent Open Party event. As a result, the committee is discussing new ideas related to event management at the gates and is also revising the current Gate Operation Manual to address that issue. The Committee has also been working on addressing the vehicular and pedestrian traffic at the Round Meadow gate in anticipation of the upcoming school year.

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

Board liaison Eric Epstein introduced Hidden Hills Mayor Steve Freedland to provide a report on the most recent City Council meeting. In addition to the update, Mayor Freedland thanked the Board of Directors for all security and technology upgrades and their continued dedication to the City and the Association working closely together, particularly, when it comes to safety and security matters. The public and private model used in Hidden Hills has become a model to other communities looking to achieve the same.

**d. Landscape Committee – Steve Weber, Chair**

The Committee reported on their approved budget for the 2023/2024 fiscal year, as well as their plan to install 14 new trees in the community each month.

**e. Parks and Recreation Committee – Carrie Levis, Chair**

The Committee reported on the Welcome Party that took place Saturday, May 20<sup>th</sup> and the Summer Kick-Off Party that took place Saturday, June 17<sup>th</sup>. Summer Camp at the community center began on June 19<sup>th</sup> and will run until August 11<sup>th</sup>. Summer BBQs start on June 22<sup>nd</sup> and will be every Thursday through August 10<sup>th</sup>. Lastly, Carrie Levis announced that she and Tamika Watkins will be stepping down from the Committee as Chair and Co-Chair, respectively. They will bring forth their recommendation for a new Chair to the Board of Directors in anticipation of the next General Session meeting.

**f. Technology Committee – Hugh Gagnier**

On behalf of the Technology Committee, Hugh Gagnier provided an update on the status of the Proptia system integration. The software and hardware issues have been addressed, and the team is now focusing on necessary data updates, which require manual review and data corrections entry by the staff. It is anticipated that with the completion of the data updates focus can be placed on planning for a new launch date. Further test cycles are being planned.

**g. Theatre Committee – Karleen Basch, Chair**

The Committee reported on the upcoming Valentine Musicale scheduled for Saturday, July 15<sup>th</sup>. The theme is “High School Reunion.” There will be two shows, one at 7:30pm and another at 9:30 pm. More information will come regarding the selected charities and ticket sales. The Committee also reported that they are looking to schedule another Jaxx production in January 2024 and are looking into Golden Circle Theatre as another option for future productions. The Committee also thanked Carrie Levis and Tamika Watson for their service on the Parks and Recreation Committee.

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

On behalf of the Committee, architectural consultant Ryan Levis provided an update on projects currently being reviewed by the Architectural Committee. There are approximately 30 projects in review ranging from solar installation to landscape to larger scale construction.

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

The Committee reported on an upcoming pony ride event scheduled for Sunday, June 25<sup>th</sup>, as well as the Committee’s intent to try and host a monthly equestrian event for the community. The Committee is working with Seed Landcare to clear weeds on the bridle trails, as well as dragging the rings daily. Ruts will be dealt with on a case-by-case basis. They are looking to install additional trail signage and ring protocol at the arenas and will be

sending out an important community notice regarding the VSV (fly-borne) virus outbreak affecting horses.

## **7. UNFINISHED BUSINESS/NEW BUSINESS**

### **a. Proposal: Footings West – Saddle Creek & Spring Valley Arena Repair**

The Board of Directors reviewed and discussed the two proposals received by Footings West for the Saddle Creek and Spring Valley arena repairs, as presented. ESC Chair Anne Kolbe, was in attendance to present the proposals.

Motion: Raznick

Second: Hawk

Resolution: The Board of Directors approved the two proposals received by Footings West for the Saddle Creek and Spring Valley arena repairs, as presented.

The motion carried unanimously.

### **b. Draft Amended/Restated CC&Rs & Bylaws**

1) Following the appointment of the CC&Rs/Bylaws subcommittee at the May 16, 2023 General Session meeting, Linda Raznick presented the revised drafts of the proposed amended/restated CC&Rs and Bylaws for a second round of membership circulation.

Motion: Epstein

Second: Bellissimo

Resolution: The Board of Directors approved the circulation of the revised proposed drafts of the amended/restated CC&Rs and Bylaws for membership review and comment.

The motion carried unanimously.

2) The Board of Directors then discussed a proposed date of Monday, July 17, 2023 for a second Town Hall event at the community theatre where the membership can discuss the revised proposed drafts of the amended/restated CC&Rs and Bylaws.

Motion: Bellissimo

Second: Raznick

Resolution: The Board of Directors approved the second Town Hall meeting event scheduled for Monday, July 17, 2023.

The motion carried unanimously.

**c. Architectural Grading Review:**

1) 5860 Fitzpatrick Road

The Board of Directors reviewed and discussed the architectural grading matter presented for 5860 Fitzpatrick Road. New Construction – 1,850 cu yd. Per the May 16, 2023 General Session meeting, as a condition of approval, a formal grading plan prepared by a licensed civil engineer must be submitted to the Architectural Committee.

Resolution: No action taken. The Board’s condition of approval has been met, as per the May 16, 2023, General Session meeting. The elevation concern will still need to be reviewed by the Architectural Committee.

2) 24300 Little Valley Road

Following their site visit to the property after the May 16, 2023 General Session meeting, the Board of Directors further reviewed and discussed the architectural grading matter presented for 24300 Little Valley Road, New Construction – 13,690 cu yd. Written objections submitted by affected neighbors were taken into consideration.

Resolution: Tabled for additional information. Given that the Architectural Committee is currently split on the proposed grading for the property, the Board of Directors again tabled this item, pending additional information being provided to the Architectural Committee for further review.

3) 5255 Round Meadow Road

The Board of Directors reviewed and discussed the architectural grading review request presented for 5255 Round Meadow Road. New Construction - 2,250 cu yd. The affected neighbors received a Notice of Grading Review, and a written letter submitted by an affected neighbor was taken into consideration.

Motion: Bellissimo  
Second: Tenenbaum

Resolution: The Board of Directors approved the grading volume of up to 2,250 cubic yards for 5255 Round Meadow Road, leaving the details related to whether or not, or how much, the pad could be raised to the Architectural Committee’s future review and approval.

The motion carried.

Aye: Bellissimo, Epstein, Raznick, Hawk, Tenenbaum, Heubusch

Nay: Movva

**d. Architectural Variance Requests:**

3) 5370 Whitman Road

The Board of Directors reviewed and discussed the architectural variance request presented for 5370 Whitman Road. The homeowner is seeking permission to keep the

existing entry rotunda roof without modification as per the approved architectural plans. The affected neighbors had been notified of the variance request and one written letter was submitted for Board consideration.

Motion: Movva  
Second: Bellissimo

Resolution: The Board of Directors denied the architectural variance request for 5370 Whitman Road as the modification of the roofline was a condition issued by the Architectural Review Committee to issue its approval and no “serious hardship” was demonstrated.

The motion carried unanimously.

**e. Encroachment Permit Requests:**

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

- 1) 23661 Long Valley Road – SoCal Gas/Gas Line Abandonment
- 2) 23869 Long Valley Road – SoCal Gas/Gas Line Abandonment

Resolution: No action taken. Reviewed and filed.

**f. Directors Topics**

President Joe Bellissimo provided an update to the community on the Jed Smith Sinkhole issue.

**8. MANAGEMENT REPORT**

General Manager Erin Tudron reported on the following topics:

- Revised Community Restroom Policy Reminder – The community restrooms will be unlocked during daylight hours/7 days a week. They will also be unlocked during any community social events, theatre performances, etc.
- Champion Paving is tentatively scheduled to commence the approved Jim Bridger Road project on Tuesday, September 5<sup>th</sup>.
- The two drinking fountains located at the tennis courts have been replaced with refrigerated units.
- The five additional security cameras approved at the March 2023 General Session meeting have been installed by Covered 6 and are currently active.
- The installation of the new perimeter fence located along the trail behind John Muir and William Bent, near the Spring Valley arena, has been complete. This installation was approved at the November 2022 General Session meeting.
- An update was provided, and photos were shared of the Burbank gatehouse remodel and the Covered 6 control center.

**9. NEXT MEETING DATE**

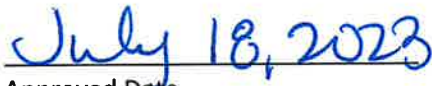
The next General Session meeting of the HHCA Board of Directors is scheduled for Tuesday, July 18, 2023 at 6:30 P.M. via Zoom Video Conference.

**10. ADJOURNMENT**

There being no further business to conduct in General Session, the meeting was adjourned at 8:50 P.M.

ATTEST:

  
Signature

  
Approved Date