



BOARD OF DIRECTORS MEETING

TUESDAY, JANUARY 16, 2024 – 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 6:33 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 meeting at 7:53 P.M.)
John Heubusch, Director
Jeffrey Gersh, Director

DIRECTORS ABSENT

HHCA MANAGEMENT/STAFF

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

The Board of Directors formally recognized Linda Raznick for her valuable contributions and dedicated years of service to the Hidden Hills community. The Board expressed their sincerest gratitude and appreciation for her impactful efforts towards the shared goals of the community during her time on the Board.

2. EXECUTIVE SESSION SUMMARY

The Board of Directors met in a Executive Session on December 5, 2023, Special Executive Session on December 31, 2023, and Executive Session on January 10, 2024 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 November 21, 2023.

Motion: Raznick

Second: Gersh

Resolution: The Board of Directors approved the General Session meeting minutes dated November 21, 2023, as presented.

The motion carried unanimously.

4. FINANCIAL REPORT

a. November 2023 Financial Statement

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

Motion: Hawk

Second: Heubusch

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

The motion carried unanimously.

b. December 2023 Financial Statement

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

Motion: Hawk

Second: Gersh

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

The motion carried unanimously.

c. Bank Account Operations

Treasurer Kenny Hawk reported on the current account balances and that we are currently operating within 0.3% of the 2023/2024 budget.

Resolution: No action taken. Reviewed and filed.

d. 2022/2023 Annual Tax Return

The draft 2022/2023 FYE Annual Tax Return was prepared by Porter & Lasiewicz and reviewed by the Board of Directors.

Motion: Raznick

Second: Heubusch

Resolution: The Board of Directors approved and accepted the 2022/2023 FYE Annual Tax Return prepared by Porter & Lasiewicz to be filed, as presented.

The motion carried unanimously.

e. Resolution to Proceed with Foreclosure

In accordance with California Civil Code, at the January 10, 2024 Executive Session meeting of the Board of Directors, the Board voted to approve the Resolutions to Proceed with Foreclosure on APN 2049-011-018 and APN 2049-028-109, as per the Association's Delinquency Policy. Per Civil Code, these Resolutions must be recorded in the minutes of the General Session.

5. COMMITTEE REPORTS

a. Architectural Committee – Ryan Levis, Architectural Consultant

On behalf of the Committee, Architectural Consultant Ryan Levis reported the December Architectural Committee meeting was held on Wednesday, December 13, 2023. The January meeting is scheduled for Wednesday, January 24, 2024. There are 20 projects on the agenda for architectural review. In February, the Committee will resume their regular meeting schedule of the last Wednesday of the month.

b. Equestrian Services Committee – Anne Kolbe, Chair

The Committee thanked Linda Raznick for her service as liaison to the Equestrian Services Committee. The Committee reported on the success of the pony ride event held on January 14, 2024, with over 100 residents in attendance. The Committee is still working on the trail repair proposals and will be prioritizing those that need immediate attention. The next ESC meeting will be held on January 25, 2024.

c. Gate Operations Committee – Jeff Korcsek, Chair & Deb Seror, Co-Chair

The Committee thanked Linda Raznick for her service as liaison to the Gate Operations Committee. The Committee reported on the holiday tip collection for Covered 6 and thanked everyone for their contributions. The Committee also reported on the need for changes to the Ahmanson gate to allow for easier ingress and egress for riders on horseback, as well as the formation of an ad-hoc Halloween Committee and continued work on new party rules. The proposed revised Gates Manual has been submitted to the Board for review and comment.

d. Landscape Committee – Steve Weber, Chair

The Committee reported that the 5 trees relocated from the Long Valley parking lot are all doing well since being planted. It was also reported that Seed Landcare has started work on the approved Phase 1 tree planting plan, and it is anticipated that all of the trees in this phase will be installed by the end of the week. The Committee is working on a Phase 2 planting plan.

e. Parks and Recreation Committee – Leslie Bacon, Chair

The Committee reported on the success of the Ugly Sweater Karaoke event and the wide age range of participants. The Committee is hoping to do more events geared toward all ages to encourage community participation. The Winter Social event is scheduled for Saturday, January 27, 2024 and will be held at the Community Center. The Committee is also working on planning a senior’s event, as well as working on a proposal to install permanent event lighting at the Community Center.

f. Technology Committee – John McGinnis, Chair

The Committee reported that they have not been working on a lot since the launch of Proptia, but they will be working with the new Board on new project priorities for 2024.

g. Theatre Committee – Karleen Basch, Chair

The Committee thanked Linda Raznick for her years of service and support of the Committee. There was no December 2023 meeting, but the Committee reported on their wine and opera night featuring Nadine Levitt, as well as their live band sing-along and toy drive. The Valentine Musicale has been postponed due to the rights to “Chicago” not being available, but they are working on outreach for a “Hidden Hills Got Talent” event. The Jaxx Production of “Into the Woods” took place in the Community Theatre January 12-14th and featured 26 kids. The next Jaxx Production is “Peter Pan” and is currently scheduled for May 24-26th.

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

Board liaison Eric Epstein reported on the appointment of new HH Mayor Eniko Gold on December 11, 2023, as well as interim City Manager Marcella Marlowe who will also serve as Emergency Services Coordinator with City Staff assistance. It was also reported that the City of Hidden Hills discussed next steps in their library project.

6. 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 input on the following agenda items during open forum:

- Concern of non-members being appointed to committees.
- Comments regarding the architectural grading review request for 5949 Spring Valley Rd.

7. UNFINISHED BUSINESS/NEW BUSINESS

a. 2024 Committee Call for Participation Interest & Appointments

It was announced that an official call for interest will be going out to the community this week regarding 2024 Committee appointments. Hidden Hills residents will have until Friday, February 2, 2024 to submit their interest in volunteering to serve on one of the Association’s

many committees. Committee members and Committee Chairs will be appointed by the Board of Directors at the February 20, 224 General Session meeting.

Resolution: No action taken.

b. Annual Meeting & Director Election Update

HHCA General Manager Erin Tudron presented the following regarding the upcoming Annual Meeting and Director Election:

- The Annual Meeting and Director Election is scheduled for Monday, January 22, 2024.
- There are 6 candidates running for 3 open Director seats.
- The Annual Director Election is being facilitated by the Association’s Inspector of Elections, Correct Elect, LLC.
- All official mailings pertaining to the Annual Meeting and Director Election were mailed to each members’ address of record on file with the Association, including candidate statements and secret ballots.
- Deadline to submit secret ballots: Onsite/Noon on Thursday, January 18th or via U.S. Mail/Noon on Friday, January 19th.
- 220 secret ballots are needed to reach quorum.

Resolution: No action taken.

c. Architectural Grading Review:

1) 5949 Spring Valley Road

The Board of Directors reviewed and discussed the architectural grading review request presented for 5949 Spring Valley Road. New Home Construction – 1,908 cubic yards cut/1,908 cubic yards fill. The Architectural Committee recommended approval for these grading volumes, finding them to be appropriate for this property. Affected neighbors received a Notice of Grading Review, and written comments were submitted and taken into consideration by the Board of Directors.

Motion: Gersh
Second: Heubusch

Resolution: The Board of Directors did not approve the grading review request for 5949 Spring Valley Road, as presented, due to a split among the Directors.

The motion did not carry.

Aye: Gersh, Heubusch
Nay: Hawk, Bellissimo
Abstain: Epstein, Raznick, Tenenbaum

d. Architectural Variance Review1) 24854 Jim Bridger Road

The Board of Directors reviewed and discussed the architectural variance application presented for 24854 Jim Bridger Road. The homeowner is seeking a variance for an after the fact approval for the construction of a non-compliant driveway apron. The Architectural Committee does not give its recommendation for approval of this variance request. Affected neighbors received a Notice of Variance Application, and written comments were submitted and taken into consideration by the Board of Directors.

Motion: Bellissimo

Second: Heubusch

Resolution: The Board of Directors denied the variance application for 24854 Jim Bridger Road, as presented.

The motion carried unanimously.

e. Encroachment Permit Requests:

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

ENCROACHMENT PERMITS						
Name	Address		Project	Filed	Issued	Permit No,
MJ Star-Lite, Inc.	5275	Round Meadow Rd	Excavate and/or pothole for installation of Edison conduit 40 feet across the street. Original permit updated with new expiration date.	8/11/2023	11/30/2023	1243
SoCal Gas	25151	Jim Bridger Rd	Gas service lateral installation.	11/13/2023	11/28/2023	1261
SoCal Edison	24172	Lupin Hill Rd	Remove and replace one power pole and its related equipment.	11/17/2023	11/28/2023	1262
ECB Electric, Inc.	5430	Round Meadow Rd	Access existing pole for underground service.	11/27/2023	11/30/2023	1263
Daniel Levy	5625	Penland Rd	Access existing pole and trench on trail for underground service.	12/5/2023	12/7/2023	1264

Resolution: No action taken. Reviewed and filed.

f. Directors Topics

The Board of Directors provided a statement on the conclusion of litigation matters on both TDR v. HHCA and Key v. HHCA.

8. HOMEOWNER FORUM

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

- No comments.

9. MANAGEMENT REPORT

General Manager Erin Tudron reported on the following topics:

- Addition of front desk receptionist at the management office.
- The final phase of the asphalt paving project on Jim Bridger Rd (between Ashley Ridge and Jed Smith) will be completed on Monday, January 22 and Tuesday, January 23rd.
- Reminder that 2023/2024 Annual Assessment invoices were due by December 10, 2023. All unpaid Assessments past this date are considered delinquent. The HHCA office is working on reaching out directly to those homeowners with delinquencies to encourage payment in order to help avoid the accrual of additional late interest, and/or the possibility of going to collections.
- Notices will be going out to the community soon regarding the 2024 resident directory. Residents will have the opportunity to update their contract information shared with the community, as well as the ability to opt-in or out of having their information shared.
- Proposals are being obtained for the resurfacing of the Spring Valley tennis courts along with the consideration of converting the far court into 4 designated pickleball courts.


10. NEXT MEETING DATE

The next General Session meeting of the HHCA Board of Directors is scheduled for Tuesday, February 20, 2024 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 8:23 P.M.

ATTEST:

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Signature

2/22/2024
Approved Date