



Hiddenbrooke Property Owners Association, Inc.
Open Board Meeting Minutes

Tuesday, September 18, 2018— 7:30 PM
Hiddenbrooke Golf Club – Palmer Room

- I. **Open Session:** Call to Order 7:32 PM by Chris Brittle
- II. **Attendance/Introductions**
 - A. **Present Board Members:** Desiree Conley, Chris Brittle, Allan Yeap, Paul Norberg, Jagdip Singh, Tim Moore and James Campagna
 - B. **Absent Board Members:** none
 - C. **Service Providers:** OMNI – Tonya Kalvass - Community Manager
 - D. **Committee Chairs and guests:** Birgit Rickert (HMD Chairperson), Marcelline Mahern, (HARC Chairperson) and Ed Medina (Welcome Center Manager)
- III. **Guest Speakers:** Melissa Ward with Hughes, Gill, Cochrane, Tinetti, P.C. attended the meeting to explain legal aspects of proposed rule changes regarding ADUs.
- IV. **Committee Reports:**
 - A. **Hiddenbrooke Architectural Review Committee (HARC)** – Marcelline gave report. She noted that plans for custom homes are available for review. City of Vallejo Planning and Public Works Department are still in the process of reviewing the plans which, as noted below, are incomplete.
 - B. Director Brittle updated the attendees on the City's ADU Ordinance. It was taken off the Consent Calendar and will be voted application status of the Landmark new home construction plans. Plans were incomplete, and city is waiting for owners to complete the applications.
 - C. **Hiddenbrooke Maintenance District Advisory Committee (HMD)** – Birgit Rickert provided report.
- V. **Presidents Report:** Chris Brittle updated members on the Roundabout project at the I-80 Interchange. The City approved the concept for the Roundabout and will be working with Caltrans on the final design and environmental clearance. The City was informed about resident's concerns with the chronic trash dumping problem at the Park and Ride lot at the entrance, and the Council asked Staff to follow up with HPOA. The PG&E Back Tie project is set to be completed by September 21st, 2018 and will provide a second power feed to the 1200 homes in Hiddenbrooke should the main feed coming in from the Freeway be damaged or be unavailable.
- VI. **New Business**
 - A. The Board discussed first draft of new ADU Rules to be reviewed with membership. The Board agreed to send the proposed rules out to the membership for a 30-day comment period with formal adoption at the November 6, 2018 Open Board Meeting.
 - B. The Board discussed the HARC members who will be appointed for 2-year terms. Director Conley motioned to appoint Marcelline Mahern, Troy Killorn and Christine Fitzgerald (as alternate) to HARC; Director Yeap seconded the motion and the motion

carried.

VII. **Open Forum:** Members commented on proposed rules for restrictions regarding ADUs.

VIII. **Open Meeting Minutes:** Director Yeap motioned to approve the meeting Minutes of Board of Directors Meetings on August 16 & 21, 2018 as submitted. Director Singh seconded the motion and the motion carried unanimously.

IX. **Report from Closed Session** held 8/21/18 prior to open meeting

A. **Member Discipline:** Hearings & Fines– Tonya Kalvass

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|---|------|
| Meet & Confer hearings conducted | 1 |
| Reimbursable assessments levied | None |
| Fines assessed | 23 |
| Homes in collection – Pro Solutions | 3 |
| Homes with Small Claims Court Actions | 0 |
| Judgments received since last Board Meeting | 0 |

X. **CC&Rs Violation Summary 7/18/18 – 8/20/18 OMNI**

| | |
|---|---------|
| Number of Fine letters sent | 15 |
| Number of violations on hold (New/Old) | 7 |
| Number of violations which were resolved | 28 |
| Recommended for fine (Closed Session Hearing) | 41 |
| Courtesy Notices sent | 61 |
| Next Verification Drive – Night Drive | 10/1/18 |

XI. **Financial Report-**

A. The Board Reviewed the CPA financial review. Director Norberg motioned to approve the review; Director Moore seconded the motion and the motion carried unanimously.

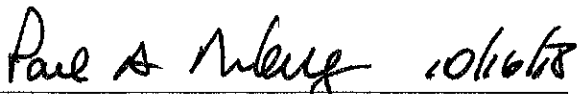
B. Board Reviewed Financials for HPOA presented by OMNI. Director Norberg motioned to accept the financials for month ending August 30, 2018 and presented the following summary. Motion was seconded by Director Moore and motion carried unanimously.

Financial Statements for August 2018 Summary:

- a. Operating Account Balance \$67,563.19
- b. Money Market Account at Seacoast \$25,535.11
- c. CD with Alliance Bank \$75,000.00
- d. Year to Date net income is \$72,230.68
- e. No Comments on any large non-recurring expenditures or unusual bills were noted

XII. **Next Open Board Meeting:** October 16, 2018 at 7:30 PM.

Adjournment: Board adjourned meeting at 8:51 P.M.



Ratified by HPOA Board Member Date