



**Annual General Membership Meeting
Hiddenbrooke Property Owners Association, Inc.
Thursday, June 20, 2019 at 6:30 P.M.
Meeting Minutes**

- 1. Annual Membership Meeting Call to Order:** Director Brittle called official meeting to order at 6:35 pm and introduced current and outgoing Board members, He noted the absence of Paul Norberg who moved from Hiddenbrooke recently and recognized Paul's many outstanding contributions to the community both as a past President of the Hiddenbrooke Community Association as well as a member of HPOA.
 - **Present Current Board Members:** Chris Brittle – President, Desiree Conley – Treasurer/Secretary, Tim Moore, James Campagna and Allan Yeap – Members at Large
 - **Absent Board Members:** Jagdip Singh
 - **OMNI Community Management:** Tonya Kalvass – Community Manager and Pam Halseth – Administrative assistant
- 2. Close Balloting Period:** Closed balloting period at 6:35 pm and established a quorum of returned ballots with 172; quorum is 100 returned ballots. Inspector of Elections Tonya Kalvass appointed Pam Halseth, Bob Hopton and Marcelline Mahern to assist with opening the ballots and tabulating the votes.
- 3. Approval of Minutes:** Board reviewed minutes from June 2018 Annual membership meeting. Director Conley motioned to approve the minutes as presented, Director Brittle seconded the motion and the motion passed unanimously.
- 4. Guest Speakers:**
 - Hiddenbrooke Golf Course Manager, Jon Vesper, introduced new Golf Course Superintendent J.P. Kantor who spoke about his plans to improve the Golf Course. He believes Hiddenbrooke is an exceptional golf venue and wants to bring it back to its original condition over time.
 - City of Vallejo Water Department Director, Mike Malone spoke about the City's aging water infrastructure and plans to rehabilitate the water pipelines, some of which are over 100 years old. The City has prepared a financial plan that will allow the Water Department to gradually upgrade facilities, but that will also involve rate increases over the next five years. He noted that current water rates are some of the lowest in the surrounding area.
 - City of Vallejo Landscape Maintenance District representative, Jason Lacey, spoke to the members about the City's approach to upgrading the landscaping along the Parkway which has changed from a capital project to a rehabilitation project that will involve City Staff time to manage the work. There is money in the budget for the first phase and more money will be added later in the year for additional work. There were comments from members that it is unacceptable for the City to take two years to complete the work and that they need to have it completed in 2020.
- 5. Committees and Reports:**
 - **HPOA President Report.** Chris Brittle discussed the key accomplishments of the Board over the past year, including the new Governing Documents, which are out for a community vote, and work with the City of Vallejo. He also noted the challenges for next year: speeding up the re-landscaping of the Parkway, reducing

HPOA costs through electronic mailings, and ways to achieve compliance with CC&R violations more quickly.

- **Treasurer's Report.** Tonya Kalvass reviewed the budget and dues for next year (\$73 regular assessment plus \$7 special assessment). She noted the decline in reserves as HPOA expenses have exceeded incoming revenue in recent years due to a variety of factors.
- **CC&R Compliance and Violations.** Tonya Kalvass reported on the number of CC&R violation notices sent, the number of violations brought into compliance, and the number of fines issued after a hearing. She also provided a list of typical types of violations found on the monthly community inspection drives performed by OMNI.
- **Hiddenbrooke Architectural Review Committee (HARC).** Marcelline Mahern provided an overview of HARC's responsibilities and activity over the past year, including the number of projects reviewed, the types of projects reviewed, number of Custom Home plans reviewed, and the continuing challenges for the Committee (house paint colors, street tree removals, and various landscape issues). A major accomplishment was completing a comprehensive update of the architectural and landscape Design Guidelines.
- **Hiddenbrooke Maintenance District Advisory Committee.** Birgit Rickert reported on the work of the HMD Committee, various meetings with City Staff to discuss ongoing landscape maintenance issues, and progress with the Parkway re-landscaping project which is of major concern to residents. Regarding the latter project, HPOA was able to prevent the removal of the Sycamore trees and the project has been re-scoped to focus on replacing plants that are similar to the ones that were there before. Related work included efforts with the City to clean up the trash and other nuisance issues at the Park and Ride lot (now closed by the City) and completion of the Shade Tree Circle landscape improvement project.
- **Welcome Center and Disaster Plan:** Ed Medina updated the members on the status of the contracts with the City and security guard company as well as needed repairs to the inside of the Welcome Center. He works with the security company as issues come up, and they are meeting the requirements in their contract's scope of work. Based on member input, the Board is also reviewing various ideas to improve security. Ed noted that there is a new Disaster Preparedness Plan for Hiddenbrooke, the first such plan, and encouraged residents to read it. He also stated that, per recent discussions with the Vallejo Fire Department, the main community evacuation route in an emergency would be Hiddenbrooke Parkway and not St John's Mine Rd.
- **Social and Welcome Committees.** Chris Brittle thanked the members who worked on these committees and reported that 83 welcome packets had been delivered to new homeowners over that past year. HPOA's social activities also included co-sponsoring National Night Out in August 2018 with the Golf Course and organizing a reception for new owners at the Club in March 2019.

6. Inspector of Elections: Tonya Kalvass gave the results from the Director Elections vote:

- 172 ballots were returned
- 4 ballots were void due to insufficient identifying information

- 168 ballot envelopes and secret ballot inner envelopes were opened
- 0 ballot envelopes did not contain an inner secret ballot envelope
- 168 ballots were counted
 - 86 votes for Dustin Bertolucci
 - 117 votes for Chris Brittle
 - 71 votes for Robert Nash
 - 110 votes for Mike A. Nisperos, JR.
 - 66 votes for Frank Villa
 - 121 Allan Yeap
 - 2 votes for Richard Freulich
 - 1 vote for each: Sonata Haley, Cody Smith, Brenda Plechaty, Kevin Elliot, Ed Medina, Renee Go, Anant Singh, Chalk Cochongco, and Reggie Banks

7. Open Forum. A member asked about the meeting expenses in the FY 2020 Budget. Another member asked if HPOA could do something about a neighbor's house that needs painting and the Board indicated that authority does not exist under the current CC&Rs, but would if the new CC&Rs are approved.

8. Adjourn meeting at 8:48 P.M. - Next Open Board Meeting Date: July 18, 2019

Ratified -

Board Secretary

Date