



Annual General Membership Meeting
Hiddenbrooke Property Owners Association, Inc.
Wednesday, June 30, 2021 at 7:30 pm
Meeting Held via Zoom due to Health Orders

Meeting Minutes

- 1. Annual Membership Meeting Call to Order:** Director Nisperos called official meeting to order at 7:30 pm and introduced the current and outgoing Board members who were present.
 - **Present Current Board Members:** Mike Nisperos, Chris Brittle, Laurie Foster and James Campagna
 - **Absent Board Members:** Jagdip Singh
 - **OMNI Community Management:** Noelle Richards – Community Manager
 - **Committee Chairs and Guests:** Chuck Cochongco – Welcome Center Chair, Byrne Conley – HMD Chair and Marcelline Mahern – HARC Chair
- 2. Guest Speaker:** Terry McGrath and Steve Meckfessel of McGrath Properties, the new owners of the golf course, introduced themselves and discussed their plans for the repairs and development of the golf course. Mr. McGrath and Mr. Meckfessel then answered member questions regarding plans for needed maintenance and the possibility of a lifestyle membership for homeowners.
- 3. Approval of Minutes:** The Board reviewed the 2020 Annual Meeting Minutes. Director Brittle motioned to approve of the minutes, which was seconded by Director Campagna. The motion carried.
- 4. Committees and Reports:**
 - **HPOA President Report:** Director Nisperos notified the community that the HPOA Annual Meeting Report was sent out to the membership via email and is available on the Hiddenbrooke community website.
 - **Financial Report:** Noelle Richards of OMNI Community Management notified the community that the Annual CPA Financial Review would be made available within 120 day from the close of the 2020-2021 fiscal year. It was also announced that the 2021 Fiscal Year Budget was emailed and mailed to the membership and that the annual assessment will remain the same at \$85.
- 5. Election Results:** Inspector of Elections Birgit Rickert directed Noelle Richards of OMNI Community Management to announce the results from the 2021 Director Election:
 - 107 ballots were valid and counted
 - 5 ballots were disqualified as incorrect or late
 - The results are as follows:
 - 33 votes for Ken Bowers
 - 66 votes for Andre Crisp
 - 26 votes for Ian Forsyth
 - 75 votes for Laurie Foster
 - 46 votes for Troy Killorn

- o 51 votes for Bob Schussel

6. Open Forum: A member requested information about the crosswalk on Bennington. Chris Brittle announced that this is in progress and a work order was issued by the City for its installation. Another member requested information about the community garage sale and volunteered to assist in planning.

7. Adjourn meeting at 8:34 P.M. - Next Open Board Meeting Date: July 21, 2021

Ratified -

Board Secretary

Date



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HPOA ANNUAL MEETING REPORT

What has been going on at HPOA this past year?

Dear Members,

This year's HPOA meeting will again be conducted via Zoom. Please take a few minutes to read the summary below which describes what HPOA has been working on over the past year. Then join the Zoom meeting (information is provided on Hiddenbrooke website) and bring any questions you have for the Board. Minutes from last year's Annual Meeting can be found on the Hiddenbrooke website.

Thank you and please continue to practice safe health habits to fully eliminate the virus.

The HPOA Board

I. Appreciation for Service

The Board wishes to thank the following "retiring" people for their past service:

- Chris Brittle: HPOA – Current Vice President and past President (4 years)
- Kurt Eleam: HARC (6 years)
- Doug Link: HMD Committee (2 years)
- Ed Medina: Welcome Center Manager (6 years)
- Mike Nisperos: HPOA – Current President (2 years)

II. Board Elections

- Election Rules were updated to take advantage of cost saving opportunities now that the Association is no longer governed by the Davis-Stirling Act.
- There are three (3) open Board positions. This year's election is being conducted under the new Election Rules that allow members to receive and submit their ballots electronically.

III. Legal Counsel

The Board changed Legal Counsel after our regular Attorney with Berding & Weil started her own firm. Our new legal firm is Andrea L. O'Toole, PC. In Lafayette, CA.

IV. Financial

Adopted new budget for FY 22 without raising annual dues (the change in the Bay Area's CPI would allow for a 2% increase)

Increased the number of owners who have provided their email addresses (reduces printing and mailing cost); now over 700

Adopted a savings target for future contingencies of \$50,000 (included as a Standing Rule)

The Board will start sending out Quarterly Statements in the next Fiscal Year (or other appropriate interval) to remind owners about overdue assessments and fines.

The following is a Financial Summary as of May 30, 2021

- Operating Account: \$89,379.30
- YTD Net Income: \$30, 013.54
- Delinquent Assessments: 127
- Total Accounts Receivable: \$119,280.48
- Accounts in Collection: 7
- Court Judgments Obtained: 2

V. CC&R Enforcement

The Board continued to review and refine the CC&R Enforcement procedures

Summary of actions taken:

- Number of OMNI Community Inspection Drives: 12
- Number of CC&R violation letters sent: 1,385

- Number of Hearing Notices sent: 256
- Number of Fines imposed after a Hearing: 223
- Number of violations corrected: 196

VI. Hiddenbrooke Architectural Review Committee (HARC) - Marcelline Mahern, Chair

The Committee reviews any changes to the exterior of a home or yard for consistency with the Hiddenbrooke CC&Rs and Design Guidelines. Owners submit applications to HARC for review and HARC will issue approval letters or request additional information. Solar installations and satellite dishes are subject to HARC review, but no application fee is required.

The following summarizes the Committee's activity over the last year.

- Total Applications Reviewed: 95
- Number of projects approved: 73
 - Denied or pending: 22
- Number of solar projects approved: 27
- Minor projects (approved by Chair): 12
- New Custom Homes approved: 2

Other types of projects reviewed: House paint, landscaping, tree removal/replacement, pools, walkways, patios, add/replace gazebo/trellis, window/door replacement

See Hiddenbrooke website for suggested color palette for repainting homes

VII. Hiddenbrooke Maintenance District Advisory Committee - Byrne Conley, Chair

The Committee's purpose is to advise and help resolve issues with our City-maintained landscaping

Number of Inspection Drives conducted by the Committee: 2

Comprehensive plan for re-landscaping the Parkway completed in March 2021 (see Hiddenbrooke website for plan)

- complete revitalization of plants and irrigation system from Entrance to Welcome Center (including mailbox area)
- next step will be for the City to prepare detailed bid documents
- work to start in 2022

Maintenance of weeds and firebreaks was a major issue this year due to City problems with their contractor; all work to be completed by end of June

City will be hiring new landscape contractor for next year

HMD property tax will remain the same for the next year

Hiddenbrooke property owners will again receive another tax break for the HID property tax as requested annually by HPOA

- total savings to Hiddenbrooke taxpayers since HPOA started requesting relief is now \$3.55 million

VIII. Security/Welcome Center - Chuck Cochongo, Manager

No major security issues to report

There have been a few instances where the Welcome Center security cameras have been helpful in assisting law enforcement with the investigation of a crime in Hiddenbrooke

City has hired contractor to make repairs to interior of Welcome Center; work to start late June/early July

HPOA has hired new cleaning service for the Welcome Center, a Hiddenbrooke resident (funded by HMD)

IX. Sale of Golf Course

Regular updates provided at monthly HPOA Board meetings

HPOA maintained contact with Broker, Owner and City throughout process

HPOA worked with the City of Vallejo as a possible backup owner

Golf Course Survey conducted in January 2021

Sale of Golf Course to McGrath Properties completed in May 2021

- New owner, Terry McGrath, to attend Annual Meeting

X. Communications - Birgit Rickert

HPOA continued to update the Hiddenbrooke website (www.hiddenbrookeonline.org) to provide current information about meetings, events, and other HPOA activities

HPOA will be building a new website using existing content as the old format is no longer supported by server companies

One Hiddenbrooke TIMES online newsletter was published in Spring 2021

XI. Social

Welcome Committee (Chris Anthony/Barbara Schwenk) delivered over 70 welcome packets to new owners since January 2020 (no in-person deliveries due to Covid)

There was no National Night Out (typically co-sponsored by the Golf Club and HPOA) in 2020 due to Covid

XII. Other

Roundabout project at I-80 Interchange

- City completed environmental documents and submitted to State
- Caltrans will undertake PEER (Permit Engineering Evaluation Report) review process this Summer; this process typically takes a couple of months
- After Caltrans PEER review is complete, the City can start working on final design and

bid documents

Responding to a resident request, HPOA worked with City to get approval for a new Bennington crosswalk between the Village and the pedestrian path to the Bennington Tot Park (safety issue)

HPOA is working on compiling a list of faded street signs needing replacement to send to the City