



Hiddenbrooke Property Owners Association, Inc.
Open Session Meeting Minutes
October 20, 2021 at 7:30pm

Meeting held electronically via Zoom due to Public Health Concerns

- I. Call Meeting to Order:** The meeting was called to order at 7:33 pm.
- a. **Establish a quorum - Attendance/Introductions:**
 - i. **Present Board Members:** Jagdip Singh, Laurie Foster, Andre Crisp, Robert Schussel, James Campagna
 - ii. **Absent Board Members:** None
 - iii. **OMNI Community Management:** Noelle Richards, Community Manager
 - iv. **Invited Committee Chairs and Guests:** Byrne Conley (HMD Chair), Marcelline Mahern (HARC Chair), Rozzana Aliga-Verder (City of Vallejo)
 - v. **Absent Committee Chairs and Guests:** Chuck Cochongco (Welcome Center) – out of town and unable to attend
 - b. **Announcements:**
 - i. The Hiddenbrooke Fountain is back up and running! Additionally, the City of Vallejo plans to turn on the holiday lights from Thanksgiving through the New Year!
 - ii. Hiddenbrooke Community Yard Sale – The event was a big success! Thank you to Renee Go for leading this project. Hiddenbrooke plans to resume the annual Yard Sale in 2022.
 - iii. You can be a Hiddenbrooke Halloween Helper! Many special Halloween activities are held in The Village each year, including trick or treaters from inside and outside of Hiddenbrooke. If you live on a street with low trick or treating activity, please feel free to contribute “treats” by dropping off donations at the Welcome Center. Update – The Membership was notified that this was pending approval from The Village Board of Directors and that email communications would be sent once they reached a decision.
- II. Open Forum:** Members commented on littering in the community and requested neighbors to clean up after themselves and their pets. A request was submitted to return to in-person meetings. Members were informed this will appear on the November agenda for the Board’s consideration.
- III. Meeting Minutes Approval:**
- a. **September 22, 2021 Board Meeting Minutes-** Director Schussel motioned to approve of the drafted minutes as presented. Director Crisp seconded the motion and it carried.
- IV. Committee & Guest Reports**
- a. **Committee Member Reports: Welcome Center** – It was reported that there is no current start date scheduled for the Welcome Center repairs as each selected vendor has not yet met the insurance requirements. It was also reported that the security cameras are up and running.
 - b. **Hiddenbrooke Maintenance District Advisory Committee (HMD)** – Mr. Conley reported that the new landscaping company contracted with the City of Vallejo, New Image Landscaping, has begun working in the community and appear to be doing a great job restoring the community landscaping to good review. Flock safety license plate reading cameras are out for review by the Board and pending a decision but would help limit crime in the Association. The fountain is fully functional and will be lit up for the holiday season.

- c. **Hiddenbrooke Architectural Review Committee (HARC)** – Ms. Mahern notified the Membership of pending applications and reported that a resident has requested work that cuts into their embankment was referred to the City. The fence stain guideline updates are in progress.
- d. **Welcome Committee**- Director Foster notified the community that the Committee is continuing distanced first connections to new Owners. Additionally, there were a total of 3 escrow changes in September.
- e. **City of Vallejo**- Rozzana Aliga-Verder notified the community that she is available to address any concerns and provided her contact information to do so.

V. Financials

- a. The Board reviewed and accepted the September 2021 Interim Financial Reports as presented by OMNI Community Management.
 - i. Operating accounts had a total balance of \$135,701.37 as of September 30, 2021
 - ii. Assessments Receivable totals \$72,249.49
 - iii. Total YTD Net Income \$79,660.52
- b. There were no comments on large non-recurring expenses or unusual bills.
- c. Summary of Accounts Receivable- There is a total of 229 accounts over 30 days delinquent.

VI. Report from September 22, 2021 Closed Executive Session

- a. Member Discipline: OMNI Report
 - i. Hearings conducted: 47
 - ii. New Fines Assessed: 60
 - iii. Collection Actions: 4 Small Claims

VII. OMNI Community Management: Report

- a. Compliance Site Inspection – September 2021
 - i. Courtesy Notices: 68
 - ii. Resolved Violations: 60
 - iii. Violations on Hold: 20

VIII. Old Business:

- a. **Additional Account Statements** – Ms. Richards reported that 213 Owners were mailed an additional account statement at a cost of \$187.44 to the Association.
- b. **Repair of Hiddenbrooke Street Signs:** Director Foster reported that the permanent blue and white street signs will be installed shortly in place of the temporary black and white signs.
- c. **Fall Newsletter:** The Board reported that additional articles are needed for the newsletter and that the production is still in progress.

IX. New Business:

- a. **Flock Safety Cameras** – Discussion was opened by Mr. Conley with the Membership regarding Flock Safety Cameras as recommended by the HMD committee, their legality, function, and benefits to the community if HPOA approves of directing HMD Funds to their installation. Director Foster motioned to approve of using HMD Funds to authorize installation of a Flock Safety Camera. The motion was seconded by Director Schussel and it carried.
- b. **Community Pickup Box** – Director Foster provided an overview to the Board for the installation of a pickup box next to the HPOA Mailbox which would allow for community updates and newsletters to be conveniently picked up when available. Director Crisp motioned to approve of the pickup box installation. The motion was

seconded by Director Schussel and it carried.

- c. **Holiday House Decorating Contest** – Director Foster presented information on a Holiday House Decorating Contest, which would be announced in early November if approved and would award three prizes to Members with the best-decorated homes voted by 3-4 judges. Director Schussel motioned to approve of the contest and prize amounts. The motion was seconded by Director Singh and it carried.

X. **Adjourn Meeting:** The meeting was adjourned at 8:32 PM to continue Executive Session.

Andre Crisp

11 / 22 / 2021

Ratified by HPOA Board Member Date