



Hiddenbrooke Property Owners Association, Inc.
Open Session Meeting Minutes
March 16, 2022, at 7:30pm
Meeting held electronically via Zoom

- I. Call Meeting to Order:** The meeting was called to order at 7:34 pm.
- a. **Establish a quorum - Attendance/Introductions:**
 - i. **Present Board Members:** Jagdip Singh, Laurie Foster, Robert Schussel, Andre Crisp
 - ii. **Absent Board Members:** James Campagna (unexcused)
 - iii. **OMNI Community Management:** Noelle Richards, Community Manager
 - iv. **Invited Committee Chairs:** Byrne Conley (HMD Chair), Marcelline Mahern (HARC Chair)
 - v. **Absent Committee Chairs:** Chuck Cochongco (Welcome Center) - excused
 - b. **Announcements:**
 - i. Please sign up to receive electronic communications from the Association to help decrease costs of mailing. Contact OMNI at custserv@omnicommunities.com to request to join the email-only list.
 - ii. Jen Pollard is looking for volunteers to join the Social Committee. If interested, please contact jenpollard1@gmail.com.
 - iii. As a reminder, short-term rentals such as Airbnb and VRBO are not permitted in the Association per section 5.4 of the CC&R's.
- II. Open Forum:** A Member announced that the Empress Theatre in downtown Vallejo will be hosting a concert to benefit Doctors Without Borders supporting the war victims in Ukraine. The event will be held on Sunday, March 20, 2022, at 4:00pm.
- III. Meeting Minutes Approval:**
- a. **February 16, 2022, Board Meeting Minutes-** Director Foster motioned to approve of the drafted minutes as presented. Director Schussel seconded the motion and it carried.
- IV. Committee & Guest Reports**
- a. **Welcome Center & Hiddenbrooke Maintenance District Advisory Committee (HMD)** – Mr. Conley provided reports for the Welcome Center and HMD Advisory Committee in Mr. Cochongco's absence. The repairs to the Welcome Center are delayed due to the signing of the contract by the City of Vallejo. Once the contract is signed, repairs will proceed. The Parkway Project is also delayed, but a mockup is expected soon including saving the redwood tree at the request of the membership, if possible. Proposals for this work are due in April and are anticipated to be on time.
 - b. **Hiddenbrooke Architectural Review Committee (HARC)** – Ms. Mahern notified the Membership of pending and recently approved applications. She reported that recent legislation (Senate Bill 9, effective January 1, 2022) has encouraged a request to subdivide a Lot in Hiddenbrooke on Broadleigh Place.

HARC has recommended that the matter be turned over to the Board and Legal Counsel. Ms. Mahern also reported that Artificial Turf guidelines were updated to reflect current standards for its use, which will be approved at the next open meeting. Future HARC meetings may be in person, but may be held in a hybrid manner depending on comfort levels of applicants post-pandemic.

- c. **Welcome Committee-** Director Foster notified the community that the Committee is continuing distanced first connections to new Owners. There have been nine (9) escrow changes so far in 2022.
- d. **Social Committee-** Director Foster reported that the Social Committee will be sending a survey out to gather community interest in events, but that an event is in progress of planning for Easter.

V. Financials

- a. The Board reviewed and accepted the January 2022 Interim Financial Reports as presented by OMNI Community Management.
 - i. Operating accounts had a total balance of \$124,890.59 as of February 28, 2022
 - ii. Assessments Receivable totals \$65,208.49
 - iii. Total YTD Net Income \$46,955.88
- b. Collections Summary
 - i. Current Number of Delinquent Accounts: 93
 - ii. Current Delinquency Balance: \$77,975.44
 - iii. The Grove Delinquencies: 73
 - iv. Current Grove Delinquency Balance: \$52,695.00
 - v. Accounts Sent to Collections in February: 6

VI. Report from February 23, 2022, Closed Executive Session

- a. Member Discipline: OMNI Report
 - i. Hearings conducted: 20
 - ii. New Fines Assessed: 17
 - iii. Collection Actions: 6 Small Claims

VII. OMNI Community Management: Report

- a. Compliance Site Inspection – February 2022
 - i. Courtesy Notices: 167
 - ii. Resolved Violations: 39
 - iii. Violations on Hold: 16

VIII. Old Business:

- a. **Board Meeting Location** – The Board discussed whether to hold meetings in person or continue virtually. Because the room rental would not necessarily be cost-efficient, the Board voted to continue virtually but hold the June 15, 2022, Annual Meeting in person at the Hiddenbrooke Golf Club.

IX. New Business:

- a. **2022-2023 Draft Budget** – Management went through line items on the Draft Budget with the Board, noting increases and decreases where appropriate. Management to update budget per Board Member comments and send the draft

- for further input ahead of the April meeting.
- b. **2022 Annual Meeting** – Director Foster provided an overview of plans for the Annual Meeting, including meeting in person at the Hiddenbrooke Golf Club.
 - c. **2022 Election** – Director Foster provided an overview of the election process and when to expect communications regarding it.
 - d. **SB9 (Lot Subdivision) Legal Opinion** – Management provided an overview of two laws that went into effect on January 1, 2022, which affect HARC applications regarding ADUs and Lot Subdivision. Following discussion, Director Schussel motioned to proceed with obtaining a legal opinion on this matter from the Association’s attorney. The motion as seconded by Director Foster and it carried.
 - e. **Spring Newsletter** – Membership input was requested in the meeting on whether the newsletters are valuable. Following discussion with Members, the Board agreed to not proceed with drafting the Spring Newsletter.
 - f. **Financial Report Training** – Management requested Board interest in a training to cover how to read and understand the interim financial reports. Directors present are interested in the training, but would like it to be held in 3-4 months time once the new Board of Directors is elected. Director Foster additionally reported that OMNI Community Management is hosting a legal update for community leaders on March 29th.

X. **Adjourn Meeting:** The meeting was adjourned at 9:00 PM.



04 / 27 / 2022

Ratified by HPOA Board Member Date