



Hiddenbrooke Property Owners Association, Inc.
Open Session Meeting Minutes
April 20, 2022, at 7:30pm
Meeting held electronically via Zoom

I. Call Meeting to Order: The meeting was called to order at 7:42 pm.

a. **Establish a quorum - Attendance/Introductions:**

- i. **Present Board Members:** Jagdip Singh, Laurie Foster, Robert Schussel, and James Campagna
- ii. **Absent Board Members:** Please see New Business a. Board Appointment
- iii. **OMNI Community Management:** Jenn Crocker, Community Manager
- iv. **Invited Committee Chairs:** Byrne Conley (HMD Chair), Marcelline Mahern (HARC Chair), and Chuck Cochongco (Welcome Center)

b. **Announcements:**

- i. The Vallejo Police Department will host a meeting for the HB District at the Golf Club on Saturday, April 23, 2022, at 3:00 p.m. This meeting is to discuss the best model to use for community oversight of the Vallejo Police Department.
- ii. Please contact GVRD to encourage them to make improvements to the Bocce Courts at the HB Park. Please email the GVRD Manager at glanusse@gvrd.gov,
- iii. Reminder – short-term rentals (Airbnb – VRBO) are not allowed in Hiddenbrooke.
- iv. Please provide your email address to OMNI so that we can communicate with you in the easiest and least expensive manner.

II. Open Forum: A member from the Village thanked Board President, Laurie Foster, for all of her hard work in the community. The same member also reported a sign that was knocked over near Landsdowne Place, (Laurie replied that the board is aware of the sign and we have determined it is on private property). The member let everyone know that The Village would like to put a Halloween Planning Committee together for this year's festivities. Lastly, this member reminded everyone that the recently installed mini library stand at the entrance to the Village is available to everyone for use.

III. Meeting Minutes Approval:

- a. **March 16, 2022, Board Meeting Minutes-** Director Schussel motioned to approve of the drafted minutes as presented. Director Foster seconded the motion and it was unanimously approved by the Board.

IV. Committee & Guest Reports

- a. **Welcome Center & Hiddenbrooke Maintenance District Advisory Committee (HMD)** – Mr. Cochongco provided a report for the Welcome Center and informed the membership that he is working on having a second Flock Security camera and signage installed at the entrance of the association. He also informed the Board and membership that the sink in the Welcome Center has been repaired by a member in the community. Mr. Conley, the

HMD Chair, was also present and informed the Board that a new contract has been signed to update the Welcome Center with ADA regulations for the bathrooms. He let everyone know that the work will be scheduled for June and dry rot repairs are also being made to the building. Furthermore, Mr. Conley went into great detail regarding what types of services make up for the the Maintenance District Budget which will be voted on in June.

- b. **Hiddenbrooke Architectural Review Committee (HARC)** – Ms. Mahern notified the Membership that it has been a very busy month for the HARC Committee. The Committee has approved 13 applications for various items such as painting and solar installation. Additionally, the Committee met with two members that would like to build custom homes in Hiddenbrooke, both of which were approved for build. Ms. Mahern mentioned that the Committee may discuss increasing the fee for members who wish to install custom homes. The next meeting for the HACR Committee will be on May 11th.
- c. **Welcome Committee-** Director Foster informed the members that the Committee is still connecting with new owners by First Class Mail. There have been eighteen (18) new owners so far this year.
- d. **Social Committee-** Director Foster reported that the Social Committee sent out a survey to the membership asking for what types of activities members would be interested in attending within the community. Director Foster also reminded everyone that National Night Out is on August 2nd this year and the Social Committee will be working on planning the event for everyone to join.

V. **Financials**

- a. The Board reviewed and accepted the March 31, 2022, Interim Financial Reports as presented by OMNI Community Management.
 - i. Operating accounts had a total balance of \$124,478.63 as of March 31, 2022
 - ii. Assessments Receivable totals \$63,717.49
 - iii. Total YTD Net Income \$45,662.78
- b. Collections Summary
 - i. Current Number of Delinquent Accounts: 103
 - ii. Current Delinquency Balance: \$73,297.54
 - iii. The Grove Delinquencies: 73
 - iv. Current Grove Delinquency Balance: \$52,695.00
 - v. Accounts Sent to Collections in March: 4

VI. **Report from March 23, 2022, Closed Executive Session**

- a. Member Discipline: OMNI Report
 - i. Hearings conducted: 18
 - ii. New Fines Assessed: 11
 - iii. Collection Actions: 4 Small Claims

VII. **OMNI Community Management: Report**

- a. Compliance Site Inspection – March 2022
 - i. Courtesy Notices: 185
 - ii. Resolved Violations: 49
 - iii. Violations on Hold: 8

VIII. Old Business:

- a. **2022-2023 Budget** – The Board reviewed and discussed the 2022-2023 Budget as presented by OMNI Community Management. Director Foster made a motion to approve the 2022-2023 Budget with the same annual assessment of \$85.00. Director Schussel seconded the motion and was unanimously approved by the Board.
- b. **2022 Election-** Director Foster reminded everyone that Call for Candidate forms are due back to OMNI by the end of the day on Friday, May 6th. Director Foster announced that two Board Members would be available for a Q&A session via Zoom on Monday, May 2nd, at 7:00 p.m. to answer any questions for interested candidate dates.
- c. **SB 9 (Lot Subdivision) and Legal Opinion Discussion-** Director Foster informed the membership that she, along with Jenn Crocker from OMNI Community Management, Marcelline Mahern, and Chris Brittle, spoke with the association’s legal counsel regarding the guidelines of the Lot Subdivision Senate Bill (SB 9). The association’s legal counsel advised that while SB 9 may generally apply to residential developments like Hiddenbrooke, SB 9 does not modify or otherwise limit the Hiddenbrooke recorded covenants and equitable servitudes encumbering the lots, nor does the Bill prohibit or otherwise limit Hiddenbrooke’s right to enforce its CC&Rs.

IX. New Business:

- a. **Board Appointment-**The Board reviewed the resignation letter from Director Andre Crisp in which he informed everyone that he can no longer serve on the Board due to work obligations. Director Foster introduced the membership to Troy Killorn, who also volunteers on the HARC Committee, who would like to serve on the Board of Directors. Director Foster made a motion to appoint Troy Killorn to the now open position. Director Singh seconded the motion, and it was carried unanimously by the Board. Troy Killorn will fill the remainder of Andre Crisp’s position and will be up for reelection in 2023. He will take Andre’s positions of Board Secretary and HARC Liaison (note: this appointment was done at the start of the meeting)
- b. **Request for Lot Subdivision-** The Board reviewed and discussed the lot subdivision request from 2302 Broadleigh. Due to the legal counsel’s opinion on the matter, Director Foster made a motion to deny the request to build a lot subdivision on the property. Director Schussel seconded the motion, and it was carried unanimously by the Board.
- c. **Turf Guidelines-** The Board reviewed and discussed the Artificial Turf Guidelines presented by the HARC Committee. Director Killorn made a motion to approve the Turf Guidelines as presented. Director Foster seconded the motion. Director Campagna was not available to vote on the matter, but the decision was approved by the remaining Board Members.
- d. **Annual Report-** Director Foster informed the Board that she would like to put together an Annual Report for the upcoming Annual Meeting on June 15th. Director Foster would like to discuss the accomplishments of the association in the past year and ask each Committee to put together a brief report of their accomplishments for the year.

- e. **Levy, Erlanger & Company-** The Board reviewed and discussed the CPA Engagement Letter presented by Levy, Erlanger & Company who will perform an audit for the last year of financials for the association. Director Singh made a motion to approve the Engagement Letter in the amount of \$1,470.00. Director Campagna seconded the motion, and it was unanimously carried by the Board.

X. Adjourn Meeting: The meeting was adjourned at 8:57 p.m.



06 / 08 / 2022

Ratified by HPOA Board Member Date