



Hiddenbrooke Property Owners Association, Inc.
Open Session Meeting Minutes
January 18th, 2023, at 7:30pm
Meeting held electronically via Zoom

- I. Call Meeting to Order:** The meeting was called to order at 7:40 pm.
- a. **Establish a quorum - Attendance/Introductions:**
 - i. **Present Board Members:** Laurie Foster, Robert Schussel, Joseph Joslin, and Troy Killorn
 - ii. **Absent Board Members:** James Cmpagna
 - iii. **RealManage Present:** Jessica Guerrero
 - iv. **Committee Chairs Present:** Marcelline Mahern (HARC Chair), Chuck Cochongco (Welcome Center)
 - v. **Absent Committee Chairs:** Byrne Conley (HMD Chair)
 - b. **Announcements:**
 - i. A major Hiddenbrooke Parkway landscape project will be launched very soon. The tentative start date is January 30th, 2023. The anticipated completion date is 120 days after start of work. Full project details are on our website.
 - ii. HARC Announcement- Reminder - don't do projects without HARC approval. HARC approval is needed for changes, improvements or enhancements to your house, fencing or yard. The Guidelines, CC&R's & HARC applications are on hiddenbrookeonline.org.
 - iii. Reminder: Signs are not allowed in Hiddenbrooke. Only one real estate sign is allowed at the property for a house that is "for sale". (CC&R's Section 4.2)
 - iv. Please provide your email address to RealManage so that we can communicate with you in the easiest and least expensive manner.
- II. Meeting Minutes Approval:**
- a. The Board received the 11/16/22 minutes only a few minutes prior to the Board meeting, due to a Management mixup. The Board will review the minutes and approve at the 1/25 Executive Meeting.
- III. Committee & Guest Reports**
- a. **Welcome Center Report** – Chuck Cochongco gave his committee report including an update on the Flock cameras.
 - b. **Hiddenbrooke Maintenance District Advisory Committee (HMD)** –Robert Schussel , gave the HMD report including:
 - Parkway Project Update** – work is estimated to start Jan 30; project will be done 120 days after start date. Cones and flags will be used to warn drivers of work in progress.
 - Traffic Safety** – Byrne and Bob have met with City Traffic Engineers about our requests for additional safety measures

- c. **Hiddenbrooke Architectural Review Committee (HARC)** – Marcelline Mahern, HARC Committee Chair, shared that 11 projects were reviewed at the last HARC meeting on 1/11/23. The next HARC meeting will be February 8th, 2023.
- d. **Welcome Committee-** President Foster informed the members that there were 13 new owners since July 1, 2022 and a total of 51 new owners in 2022.
- e. **Social Committee-** President Foster reported that the dinners at the Golf Course will continue, including two events planned for February. Our Social Committee provides 4-5 social events each year. The committee is working on some possible events for this Spring. A homeowner asked who won the Holiday Decorating Contest and the winning addresses were announced.

IV. Financials

The Board did not review the October and November 2022 financial reports, as they would like to have a meeting with RealManage to review the documents.

Operating account had a total of \$ 176,419.00 as of November 30th, 2022
Assessments Receivable totals \$117,596.89
Total YTD Net Income \$121,193.55

- a. Collections Summary
Current Number of Delinquent Accounts: 18 in collections
Current Delinquency Balance: \$126,108.06
The Grove Delinquencies: 83
Current Grove Delinquency Balance: N/A
Accounts Sent to Collections in November: None

V. Report from November 30th, 2022 Closed Executive Session

- a. Member Discipline: RealManage Report
 - i. Violations: 34
 - ii. Hearings Conducted: 3
 - iii. New Fines Assessed: 29
 - iv. Collection Actions: None

VI. New Business:

- a. 2023-2024 Budget Process: RealManage is preparing a draft budget for the board to review. It will be presented to the Board in March and will be approved in May. There might be a small increase in assessments.
- b. 2023 Calendar: Jessica Guerrero presented a draft Calendar to the board for review, edits and additions

VII. Old Business:

A. RealManage Transition Updates: Jessica Guerrero provided a brief update on the status of transition activities. The documents are continually being uploaded to the Resident/Board Portal. The Board and Management have a meeting scheduled to go over the financial reports and the Management Report for better understanding of RealManage processes. HARC Committee and Management have a meeting scheduled for February 6th to go over the HARC process.

B. Fine Schedule: Robert Schussel made a Motion to approve the new fine schedule presented. Motion was seconded and approved 4-0

C. Statements: A Motion was made to approve a February statement to go out to the members. Motion was seconded and approved 4-0

VIII. Open Forum:

This Open Forum was held.

During this Open Forum, there were other comments including:

- Running Stop Signs and traffic violations.
- Realestate signs and the restrictions regarding them.

IX. Adjourn Meeting: The meeting was adjourned at 9:00 p.m.



03 / 03 / 2023

Ratified by HPOA Board Member Date