



**Hiddenbrooke Property Owners Association**

*Professionally Managed By:*

OMNI Community Management, LLC. 9807 Fair Oaks Blvd, Fair Oaks, CA 95628  
Phone: 916-965-8964 Fax 916-965-0325

Website: [www.omnicomrnunities.com](http://www.omnicomrnunities.com)

**2017-2018 Annual Notice to Members**

After thoughtful review and consideration, the Board of Directors has approved the enclosed budget for the fiscal year ending June 30, 2018, which it believes is reasonable and prudent to meet the funding needs of the Association. There will be no increase in assessments.

**MONTHLY ASSESSMENTS**

2017-2018 operating annual assessments are **\$115.00**. The assessment is due on the 1<sup>st</sup> day of July. Your payment must be received by September 30<sup>th</sup> to avoid a late charge of up to **\$5.00 per quarter and 1% interest per month on the entire balance.**

The Board of Directors does not, at this time, anticipate the need to levy a special assessment for planned expenditures. However, the Board reserves the right, in accordance with California Civil Code, to approve a special assessment for unplanned major expenses in the upcoming year.

**Statements are mailed annually. If circumstances should arise that you need to submit a payment and you do not have a payment statement, for example, if you use an online banking service (which means a statement does not accompany your check)** payments can be mailed directly to the bank at:

HIDDENBROOKE PROPERTY OWNERS ASSOCIATION  
P.O. BOX 1109 ROSEVILLE, CA 95678

**To allow processing, the check must clearly indicate the account number and the legal owner's name of record.** If the bank cannot easily detect this information, your payment will be forwarded to the Association for processing. This takes additional mail time and could result in late charges being added to your account.

## **ELECTRONIC ASSESSMENT PAYMENT PROGRAM**

The easiest and most efficient option for payment is automatic direct debit. If you are not already taking advantage of this **FREE** service, and would like to do so, complete the enclosed authorization form, attach a voided check and return it to the Association's Management office, by e-mail, mail or fax. If at any time you change your payment method and need payment coupons, please contact Management.

## **AGENT FOR SERVICE**

OMNI Community Management, LLC  
Rolf Crocker, CEO  
9807 Fair Oaks Blvd Fair Oaks, CA 95628

## **GENERAL NOTICE POSTING LOCATION**

The location for the posting of agendas, meeting and general notices for the Association is the Welcome Center at the entrance of Hiddenbrooke POA.

## **BUDGET, ASSOCIATION DOCUMENTS, AND MINUTES**

Members have the right to obtain copies of:

- The Association Meeting Minutes - Members may receive copies of the Association's board or member meeting minutes by requesting them in writing from the Association's Manager. There is a minimal copying charge for this service.
- Annual Year-End Financial Reports - Available 120 days after close of the fiscal year.
- Financial Review Report - Mailed to all members 120 days after close of fiscal year, for communities with revenue in excess of \$75,000 per year.
- Agendas are posted 4 days prior to the meeting date. Board Meetings are held at the Hiddenbrooke Golf Club at 1095 Hiddenbrooke Parkway Vallejo CA 94591.

Sincerely,

Tonya Kalvass  
Community Manager, CCAM  
Tonya.Kalvass@OMNICommunities.com  
As Agent for Hiddenbrooke Property Owners Association