

**Hiddenbrooke Property Owners Association, Inc.**  
**Open Board Meeting Minutes**

Wednesday, January 23, 2019— 7:30 PM  
Hiddenbrooke Golf Club – Palmer Room

- I. **Open Session:** Call to Order 7:32 PM by Chris Brittle
  
- II. **Attendance/Introductions**
  - A. **Present Board Members:** James Campagna Chris Brittle, Allan Yeap, Paul Norberg, Jagdip Singh, and Tim Moore
  - B. **Absent Board Members:** Desiree Conley
  - C. **Service Providers:** OMNI – Tonya Kalvass - Community Manager
  - D. **Committee Chairs and guests:** Ed Medina (Welcome Center Chairperson) and Marcelline Mahern (HARC Chairperson)
  
- III. **Open Forum:** Homeowner, Mr. Ortega, and his daughter reported an incident with a person who rang his doorbell at midnight and attempted to get into his home. The individual was in obvious distress and the owner called the police. The police came to the home and the person was taken away in an ambulance. The person jumped over the owner's fence and attempted to come through the back door. The Board asked the owner to offer suggestions for the Board to consider and will agendize this topic for the next meeting.
  
- IV. **Presidents Report:** Chris Brittle gave report. HB Newsletter will be completed and distributed via email and uploaded to the website. Hard copies will be available at the businesses in the Hiddenbrooke Retail Center. City transit agency (Soltrans) would like to attend the next Open Board meeting to discuss possibility of bringing bus service to Hiddenbrooke. Fairway Villas HOA has been contacted again about parking problems their regulations are causing in nearby neighborhoods.
  
- V. **Open Meeting Minutes:** Director Norberg motioned to approve the meeting Minutes for the Board of Directors Meetings on November 6 and the special meeting held December 4, 2018 as submitted. Director Campagna seconded the motion and the motion carried unanimously.
  
- VI. **Committee Reports:**
  - A. **Hiddenbrooke Architectural Review Committee (HARC)** – Marcelline provided a written report and noted that there will likely be an application for another new Custom Home soon. She also discussed the work the Committee has been doing to update the Design Guidelines.
  - B. **Welcome Center** – Ed Medina gave the report. He had met with Mr Ortega (see above) regarding the police activity at his home and discussed role of the Welcome Center security guards and their scope of work while on site.
  - C. **Hiddenbrooke Maintenance District Advisory Committee (HMD)** – Birgit Rickert was

not in attendance; Chris Brittle provided a report. The HMD Committee met on January 8 and discussed progress with plans for re- landscaping of the Parkway as well as the lack of attention to the erosion damage created awhile ago along St John's Mine Rd. A meeting has been scheduled for February 22 with key City Staff to discuss these issues. HMD staff is currently focusing on keeping the V-ditches clean, applying pre-emergent to planting areas, and doing winter fertilization..

- D. **Disaster Preparedness Committee** – Ed Medina provided update. Volunteers have been identified and the Committee will provide the Board with an 8 to 10-page document to distribute to community.

**VII. Old Business**

- A. The Board discussed the first draft of the amended and restated CC&Rs and Bylaws. A number of concerns were referenced with the draft and the Board approved sending a list of preliminary comments to Legal Counsel. A future meeting with Melissa Ward from Hughes, Gill, Cochrane, Tinetti, P.C. needs to be scheduled to clarify various areas of the draft before any more progress can be made.

**VIII. New Business**

- A. The Board discussed the needed repairs to the Welcome Center. The City of Vallejo is obtaining three bids for the repair work. It has been agreed that HMD funds will be used and HPOA will pay for the repairs and then request reimbursement from the City.
- B. The Board discussed the 2019/2020 Operating Budget. The proposed assessment increase would be based on the allowable increase under the Davis Stirling HOA laws. Topic was tabled for further information. Budget adoption would be in March.

**IX. Financial Report**

- A. Board Reviewed Financials for HPOA presented by OMNI. Director Moore motioned to accept the financials for month ending December 31, 2018 and presented the following summary. Motion was seconded by Director Norberg and motion carried unanimously.

Financial Statements for December 2018 Summary:

- a. Operating Account Balance \$114,519.00
- b. Money Market Account at Seacoast \$25,554.94
- c. CD with Alliance Bank \$75,257.17
- d. Year to Date net income is \$16,407.58
- e. No Comments on any large non-recurring expenditures or unusual bills were noted

**X. Report from Closed Session held prior to open meeting**

B. **Member Discipline: Hearings & Fines**– Tonya Kalvass

Meet & Confer hearings conducted	7
Reimbursable assessments levied	None
Fines assessed	34
Homes in collection – Pro Solutions	2
Homes with Small Claims Court Actions	0
Judgments received since last Board Meeting	0

**XI. CC&Rs Violation Summary 9/19/18 – 10/16/18 OMNI**

Number of Fine letters sent	24
Number of violations on hold (New/Old)	8
Number of violations which were resolved	46
Recommended for fine (Closed Session Hearing)	46
Courtesy Notices sent	190

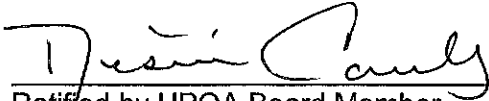
Next Verification Drive – Night Drive	2/5/19
---------------------------------------	--------

**XII. Upcoming events and Future Agenda Items**

The Board will seek clarification from Legal Counsel in a meeting regarding the comments submitted concerning various aspects of the draft Restated CC&Rs and Bylaws. City transit agency will attend next meeting. New Board candidates will be needed to fill vacancies in next year's Board, and nomination forms will be sent to the community in March 2019.

**XIII. Next Open Board Meeting:** February 19, 2019 7:30 PM at the Palmer Room at Hiddenbrooke Golf Club

**XIV. Adjournment:** Board adjourned meeting at 8:43 P.M.

  
\_\_\_\_\_  
Ratified by HPOA Board Member      Date