



Hiddenbrooke Property Owners Association, Inc.
Open Board Meeting Minutes

Tuesday, February 19, 2019— 7:30 PM
Hiddenbrooke Golf Club – Palmer Room

- I. **Open Session:** Call to Order 7:30 PM by Chris Brittle
- II. **Attendance/Introductions**
- A. **Present Board Members:** Desiree Conley, James Campagna, Chris Brittle, Paul Norberg and Jagdip Singh
 - B. **Absent Board Members:** Allan Yeap and Tim Moore
 - C. **Service Providers:** OMNI Community Management – Tonya Kalvass and Pamela Halseth
 - D. **Committee Chairs and guests:** Birgit Rickert (HMD Chairperson), Ed Medina (Welcome Center Chairperson), Marcelline Mahern (HARC Chairperson) and Bisi Ibrahim from Soltrans
- III. **Guest Speaker:** Bisi Ibrahim attended with two other staff members from Soltrans. They provided a list of proposed local bus routes that will be approved at an upcoming Board meeting on March 21, 2019. Soltrans is interested in receiving input from the Board and members of the community about possible bus service into and out of Hiddenbrooke POA. One policy criteria for Soltrans is that any new service must generate at least 12 riders per hour. There was a suggestion about having a bus stop at the commercial area near the Welcome Center; however, it was noted this area is privately owned. There was also discussion of the need for a survey of Hiddenbrooke residents to find out where they are going as a way to identify potential new service opportunities. The deadline for comments and suggestions is March 21, 2019.
- IV. **Open Forum:** No comments were made during open forum.
- V. **Presidents Report:** Chris Brittle had nothing to report outside of the agenda items.
- VI. **Open Meeting Minutes:** Director Singh motioned to approve the Meeting Minutes for the Board of Directors Meeting held on January 23, 2019 as submitted. Director Campagna seconded the motion and the motion carried unanimously.
- VII. **Committee Reports:**
- A. **Hiddenbrooke Architectural Review Committee (HARC)** – Marcelline provided a written report and noted that the committee approved an application for a new custom home on Durrow Court. The Committee has completed an updated version of the Design Guidelines which combined the Appendixes A and B with the original guidelines as a single document. The Guidelines include recently adopted language regarding the ADU regulations. The Committee recommended the Guidelines be sent to the

community for a 30-day comment period.

- B. **Welcome Center** – Ed Medina had no information to report other than agenda items.
- C. **Hiddenbrooke Maintenance District Advisory Committee (HMD)** – Birgit Rickert reported that there is \$23,000 left in the HMD Budget and that the Committee still hopes to complete the Shade Tree Circle landscaping project this fiscal year. The Committee will be meeting with the City Manager and LMD staff on February 22, 2019 to discuss the Parkway Re-Landscaping project and the status of erosion repairs along St Johns Mine Road.
- D. **Disaster Preparedness Committee** – Ed Medina provided an update. He has received input from committee members and is work on compiling the information into a report to be sent to the Board and then to the community.

VIII. Old Business

- A. The Board discussed the first draft of the amended and restated CC&Rs and Bylaws. Concerns with the Common Area language in the documents were raised and a meeting with Melissa Ward from Hughes, Gill, Cochrane, Tinetti, P.C. attorneys will be set in order to finalize the direction with HPOA's status as a Common Interest Development (CID. Once the governing documents are revised, the next step will be to hold a Workshop with the community to go over the changes prior to sending them out for a community vote. An "Agree" vote of a majority of a quorum (33 1/3 % of membership) will be required to pass the governing documents that will be proposed. The Board will continue to request input and involvement from the membership with Surveys and updates to the HPOA members.
- B. A new fine structure was presented the Board for review. The Board table the topic for further review.
- C. HARC drafted a new set of Design Guidelines with changes highlighted in yellow. The Board tabled the topic for further review.
- D. The Board discussed the options to increase the annual assessments. The current CC&Rs limits the increase to 3% (CPI) while Davis Stirling HOA law would allow up to a 20% increase. Next year's budget will be dependent on the direction of the CID status which is still in discussion with the attorneys.
- E. The Board discussed the proposals for repairs to the Welcome Center. Director Brittle motioned to approve the proposal from K&M Remodeling for about \$20,000 after the City provides a written agreement that they will reimburse the HPOA for the costs. Director Singh seconded the motion and the motion carried.

IX. New Business

- A. The Board discussed Security concerns and possible solutions with the members present. The purpose of the discussion was to gather suggestions for improving security for further follow up by the Board. No action was taken.
- B. Director Conley motioned to appoint Ernest Stockinger to HARC as an alternate member, and move Christine Fitzgerald from alternate to a regular member of HARC. Director James seconded the motion and the motion carried unanimously.

X. Financial Report

- A. Board Reviewed Financials for HPOA presented by OMNI. Director Norberg motioned to accept the financials for month ending January 31, 2019 and presented the following summary. Motion was seconded by Director Brittle and motion carried unanimously.

Financial Statements for January 2019 Summary:

- a. Operating Account Balance \$112,038.57
- b. Money Market Account at Seacoast \$25,554.94
- c. CD with Alliance Bank \$75,515.23
- d. Year to Date net income is \$12,797.50

e. No Comments on any large non-recurring expenditures or unusual bills were noted

XI. Report from Closed Session held prior to open meeting

B. Member Discipline: Hearings & Fines– Tonya Kalvass

Meet & Confer hearings conducted	0
Reimbursable assessments levied	None
Fines assessed	26
Homes in collection – Pro Solutions	2
Homes with Small Claims Court Actions	2
Judgments received since last Board Meeting	0

XII. CC&Rs Violation Summary 1/24/19 – 2/19/19 OMNI

Number of Fine letters sent	45
Number of violations on hold (New/Old)	11
Number of violations which were resolved	204
Recommended for fine (Closed Session Hearing)	33
Courtesy Notices sent	56
Next Verification Drive – Night Drive	3/4/19

XIII. Upcoming events and Future Agenda Items

The HPOA Social/Welcome Committee will be hosting a New Resident event at the Golf Club. OMNI will send the letters to each new owner and Committee volunteers will attend event.

XIV. Next Open Board Meeting: March 19, 2019 7:30 PM at the Brookeside Room at Hiddenbrooke Golf Club

XV. Adjournment: Board adjourned meeting at 9:15 PM.


Ratified by HPOA Board Member Date 3-19-19