

**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.omnicommunities.com](http://www.omnicommunities.com)

## **2019/2020 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, 2020, which it believes is reasonable and prudent to meet the funding needs of the Association.

### **Attachments in this mailing are:**

- **Special assessment Notice**
- **Pro Forma Operating Budget with Special Assessment**
- **Summary of Internal Dispute Resolution (IDR)**
- **Summary of Alternative Dispute Resolution (ADR)**

### **MONTHLY ASSESSMENTS**

The yearly annual assessment for 2019-2020 has increased from \$70.00 to **\$73.00 as allowed by the change in the Consumer Price Index for the Bay Area**. 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 **\$7.00 per year**.

The Board of Directors has voted to levy a special assessment of **\$7.00** per year for unanticipated legal expenses (not related to the update of the governing documents) incurred in FY2018-2019. These unanticipated legal expenses created a larger deficit in the operating budget than planned and further diminished Association reserves. The special assessment will help mitigate this deficit.

**Statements are enclosed. 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 95404  
Las Vegas, NV 89193-5404

**To allow processing, the check must clearly indicate the account number and the legal owner's name of record found on the attached statement.** 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**

Alliance Association Bank, your Association's financial institution, has an online assessment payment site. Through this site, you may initiate an **automatic payment** (ACH/E-Check) to have your payment automatically drafted directly from your bank account on a recurring basis or as a one-time payment. Please see below for an overview of the online payment options:

Go to <https://onlinepay.allianceassociationbank.com/home.aspx>

Click Create Account icon

Create your new User Account (you will need your checking account/routing information handy)

Click Agree with Terms and Conditions and select your preferred payment option. If you have trouble setting up your online payments, contact Alliance Association Bank's customer service at 1-888-734-4567.

- **Company ID: 7092**
- **Association ID: 119**
- **Account Number: (contact us for information or see payment coupon)**

## **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.
- Board Meetings are held at the Hiddenbrooke Golf Club at 1095 Hiddenbrooke Parkway Vallejo CA 94591.

## **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.
- 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.

Sincerely,

Tonya Kalvass

Community Manager, CCAM

Tonya.Kalvass@OMNICommunities.com

As Agent for Hiddenbrooke Property Owners Association



May 2, 2019

**Hiddenbrooke Property Owners Association**  
c/o OMNI Community Management  
9807 Fair Oaks Blvd Fair  
Oaks, CA 95628

To: Hiddenbrooke POA

Property Owners From:

Board of Directors

RE: Special Assessment Due July 1, 2019

Dear Homeowner:

At the meeting held on April 16, 2019, the Board of Directors reviewed the current operating budget, financial statements and legal expenses. Due to unanticipated legal expenses that the Association has incurred in Fiscal Year 2018-2019 (not related to the update of the governing documents), a special assessment of 10% or \$7.00 per unit per year will be added to the current assessment. Pursuant to the Association's governing documents and civil code, the Board may approve a special assessment of no more than 10% of the total budget without a vote of the membership. **This will be effective July 1, 2019.**

The Special assessment can be added to the annual assessments by increasing your payment from **\$73.00 to \$80.00.**

The Board has a fiscal responsibility to ensure that the Association's operating budget is adequately funded, including maintaining a reasonable reserve for future contingencies. If you have any questions or concerns, please do not hesitate to call our Management office at 916-965-8964 x128.

Respectfully,

Tonya Kalvass,  
CCAM Community Manager  
Hiddenbrooke POA