

HIDDEN HILLS COMMUNITY ASSOCIATION
GATE AND PATROL SERVICES COMMITTEE
MEETING MINUTES

August 15, 2019

CALL TO ORDER AND ROLL CALL

The meeting was called to order at 6:30 p.m. by Kim Gagnier. Also present were Barbara Lipkin, Mike Resnick, Bob Payne, and Board Liaison Debbie Seror, and Stefany Tristan as Staff Liaison.

Absent were John Boulianne, Jeff Korchek, and Carolyn Okazaki-Siegler.

Guests present were Matt McKenna with Semaphoric, Nicole Landon with Covered 6, and resident Gabe Nussbaum.

APPROVAL OF MINUTES

Barbara Lipkin made a motion to approve the minutes of the July 8, 2019. Kim Gagnier seconded the motion, all in favor, motion carried.

NEW BUSINESS

Update/Upgrade Burbank Gate House Cabinets and Countertops

It was brought to the committee's attention that the Burbank Gate House needs new cabinets and countertops. Cabinets don't have doors on them, drawers don't open all the way, and countertops are coming loose and falling apart. We received a quote of \$2,800 to replace the cabinets and countertops as they are now. Nicole Landon with Covered 6 suggested making some minor changes to the design of the cabinets to make them more conducive for a working environment with filing and storage. Kim Gagnier agrees and adds that Formica is not the best material to use for such a heavily used gate house. Mike Resnick, Kim Gagnier, and Barbara Lipkin all suggested redesigning the cabinets to get the optimum use out of the small space. Barbara Lipkin suggested hiring a closet company or Ikea to come in and redesign the space. Nicole Landon with Covered 6 will assist with a rendering, as she is more aware of what the guards and management need to be more efficient in that space. Debbie Seror mentioned that when the work is being done the gate house may be down for a day or 2. Mike Resnick suggested that the work be done the day after Thanksgiving as it is a City Hall and HOA holiday and no work is permitted in the city. The traffic will be lighter than usual and should not pose too much of an issue for residents.

Uber and Lyft access without Driver's License

Nicole Landon with Covered 6 explained the procedure with Uber and Lyft drivers coming into the community. All drivers are asked for government issued identification, as stated in the gate operations manual. This can be a driver's license, passport, green card, military

identification, etc. If the driver refuses to provide identification they are turned around and not allowed entry. However, if there is a resident in the vehicle, the resident can provide either their identification or answer the guard's security questions to verify who they are. Once the guard has verified the information they are allowed access into the community. Mike Resnick verified that there are no current rules in the gate operations manual for Uber and Lyft drivers. Gabe Nussbaum suggested changing the gate operations manual to state all drivers must show a state issued driver's license. All committee members agree that all drivers should be required to provide a state issued driver's license, and that this should be a mandatory rule. Gabe Nussbaum and Bob Payne feel there needs to be more consistency with this rule and not be limited to just Uber and Lyft drivers. They feel it should be extended to ALL persons driving a vehicle who enter the community; i.e. workers, gardeners, pool service, house keepers, construction worker, etc. Bob Payne suggested that once this rule has been changed in the gate operations manual that the Architectural Committee be asked to include acknowledgment of this rule into the Pre-construction meeting. This way the contractors and residents are aware that any of their drivers without a state issued driver's license will be turned away at the gate.

Long Valley Gate sign location

Kim Gagnier suggested placing the Long Valley gate sign centered with the gate house. A post will be placed in the concrete, approximately 10 feet in front of the gate house with the sign 9 inches off the ground. Barbara Lipkin made a motion to approve the location of the sign. Bob Payne seconded the motion, all in favor, motioned carried.

Gate Committee Presence on Halloween Night

The committee reviewed the suggested trolley route for Halloween night. It is proposed that the trolley will start on Long Valley Rd and Twin Oaks Rd. The trolley will be making 6 stops along its route to the Burbank gate which are Twin Oaks Rd., Paradise Valley Rd., Lasher Rd., Round Meadow Rd., and a stop at both Eldorado Meadow Rd's. Bob Payne asked if we can open the Eldorado Gate to allow the trolley to make the Eldorado loop instead of turning around at the Burbank gate. Debbie Seror is concerned that it may take too long for the trolley to do this suggested route with so many stops. Barbara Lipkin suggested that the trolley not go up to Eldorado Meadow Rd and just continue on Long Valley Rd. and turn around in the cul-de-sac at the end of Long Valley Rd. A second trolley was discussed as a means to accommodate the residents who live on the other side of the city, as Round Meadow Rd. will be closed to vehicle traffic at Jed Smith Rd. north. A second trolley can make pickups along the Jed Smith Rd. loop. A second trolley is not in the budget. Debbie Seror will talk to Kerry Kallman with the city, to see if they can help with the trolley expense as the committee feels this is more of a city safety issue. Barbara Lipkin and Kim Gagnier both suggest publishing the trolley routes in the Round Up in September and October to notify the residents in the hopes this will reduce vehicle traffic along Long Valley Rd.

DISCUSSION ITEMS

Replacement of Gate Arm Motors

This item was discussed in a previous meeting and tabled. It was schedule to be discussed in the August meeting. A proposal was given to replace all the gate arm motors as the existing gate arms are aging and will begin failing. Kim Gagnier asked if any of the arms are currently failing. No they are not. However, the Round Meadow exiting gate arm needed a new control panel this month. Bob Payne suggests replacing the Burbank gate arm motors to coordinate with the inside gate house refurbishing of cabinets and countertops to keep any down time to a minimum. It was also discussed to replace the Long Valley gate arms when the relocation of the Long Valley gate house happens next year. Barbara made a motion to approve the Burbank gate arm motor replacement at the same time as the inside refurbishing. Bob Payne seconded the motion, all in favor, motion carried.

Exiting Camera Installation – Semaphoric Proposal

Matt McKenna with Semaphoric proposed to add a camera at the back of each gate house. This camera will allow the guard to keep a visual on any vehicle that has not been given access to the community as they turn around and exit. The proposal is for \$2,377 per gate. Barbara Lipkin made a motion to approve the proposal. Kim Gagnier seconded the motion, all in favor, motion carried.

Gate Arm Breakages

Debbie Seror reported there was one gate arm breakage in the last 30 days.

With no other matters to discuss the meeting was adjourned at 8:30 PM.