



**BOARD OF DIRECTORS MEETING**

**TUESDAY, MARCH 19, 2024 – 6:30 P.M. | Meeting held via Zoom Video Conference**

**GENERAL SESSION MINUTES**

**1. CALL TO ORDER**

The General Session meeting of the Hidden Hills Community Association Board of Directors was called to order at 6:36 P.M. by President, John McGinnis. In accordance with the California Civil Code, the agenda was posted at least four days prior to the meeting.

**DIRECTORS PRESENT**

John McGinnis, President  
Eric Epstein, Vice-President  
John Heubusch, Secretary  
Kenny Hawk, Treasurer  
Joe Bellissimo, Director  
Jeffrey Gersh, Director

**DIRECTORS ABSENT**

Howard Tenenbaum, Director

**HHCA MANAGEMENT/STAFF**

Erin Tudron, General Manager  
Stefany Tristan, Operations Manager  
Karen Liebrecht, Administration Manager

**2. ANNOUNCEMENT**

President John McGinnis reported on the success of Covered 6 and the Association’s perimeter cameras in helping prevent burglaries from taking place in Hidden Hills while there are reports of other communities being recent targets. Preventative tips were also shared as a reminder for residents to be proactive in securing their homes.

**3. EXECUTIVE SESSION SUMMARY**

The Board of Directors met in Executive Session on Tuesday, March 5, 2024 to discuss some, or all, of the items related to the following: 1) litigation or potential litigation; 2) matters relating to the formation of contracts with third parties; 3) member discipline and/or delinquency, including payment plan requests; 5) personnel matters; and/or 6) approval of Executive Session minutes.

**4. GENERAL SESSION MINUTES APPROVAL**

The Board of Directors reviewed the draft General Session meeting minutes dated February 20, 2024.

Motion: Heubusch  
Second: Epstein

Resolution: The Board of Directors approved the General Session meeting minutes dated February 20, 2024, as presented.

The motion carried unanimously.

## 5. FINANCIAL REPORT

### a. February 2024 Financial Statement

Treasurer Kenny Hawk provided a verbal report on the current operating budget and presented the February 2024 financial statement for review and acceptance by the Board.

Motion: Hawk

Second: Gersh

Resolution: The Board of Directors approved and accepted the February 2024 financial statement as presented, subject to audit.

The motion carried unanimously.

## 6. COMMITTEE REPORTS

### a. Architectural Committee – Ryan Levis, Architectural Consultant

On behalf of the Committee, Architectural Consultant Ryan Levis reported the February Architectural Committee meeting was held on Wednesday, February 28, 2024. The March meeting is scheduled for Wednesday, March 27, 2024. There are 29 projects on the agenda for architectural review.

### b. Community Facilities Committee – Kenny Hawk, Board Liaison

The Committee reported they had two additional members interested in joining the Committee. The Board will vote on the appointment of the members later in the meeting.

### c. Equestrian Services Committee – Anne Kolbe, Chair

The Committee reported on the horse and pony event that took place on Sunday, March 3, 2024. The trail repair work approved by the Board will commence once the trails have adequately dried out from the recent rains. The next ESC meeting will be held on March 20, 2024.

### d. Gate Operations Committee – Deb Seror, Co-Chair

The Committee welcomed three new members. Jeff Korchek, John Boulianne, and Barbara Lipkin will remain on the Committee as non-voting members. The Committee also reported on the first meeting of the ad-hoc Halloween Committee.

### e. Landscape Committee – Steve Weber, Chair

The Committee reported on the progress of the approved Phase 2 tree planting plan for the community. The planting is almost complete and the Committee will be working on their

plan for the next phase. The Committee also reported on a plan to refresh the landscape along the fence-line of the community pool in time for BBQ season, as well as residents having the option to purchase additional trees for their property if interested.

**f. Parks and Recreation Committee – Jaimee Kasower, Co-Chair**

The Committee reported on the Date Night Event featuring line dancing held on Saturday, February 24, 2024, Senior Only Luncheon held on March 3, 2024, as well as the upcoming Bunco Game Night on Thursday, March 21, 2024. They are also planning a Wine and Paint Night for April. The Committee also reported the annual Welcome Party will now be named the “Hidden Hills Social” and is tentatively scheduled for Saturday, May 18, 2024.

**g. Technology Committee – Eric Epstein, Chair/Board Liaison**

The Committee reported on their work in researching feasible options for hybrid meetings. They are currently looking into a system similar to the one being utilized by the City that is both user and audience friendly.

**h. Theatre Committee – Nadine Levitt, Committee Member**

The Committee reported on the success of the Valentine Musicale “Speakeasy” show, which was held on March 15<sup>th</sup> and 16<sup>th</sup> and was produced by Committee member Megan Sweeney. The show raised approximately 13k for charity. The next Jaxx Production of “Peter Pan” is scheduled for May 24<sup>th</sup> – 26<sup>th</sup>. The Committee is also working on new event ideas for next year as they prepare their 2024/2025 FY budget considerations for the Board. They are hoping to plan for 9 regular annual events, as well as 3-5 pop-up events for next year to foster community engagement.

**i. Report on City Council Meeting – John McGinnis, Board Liaison**

Board liaison John McGinnis reported on the City Council meeting held on Monday, March 11, 2024 and the recent appointment of new City Council Member Adam Wasserman.

**7. HOMEOWNER OPEN FORUM**

In lieu of prior standard Homeowner Forum, members were given an opportunity to comment on agenda items, prior to each agenda item being discussed. The time limit for each homeowner is 3 minutes. All comments pertaining to non-agenda related items were held later in the meeting.

Members in attendance provided input on the following agenda items during open forum:

- No Comments.

**8. UNFINISHED BUSINESS/NEW BUSINESS**

**a. 2024 Committee Chair Appointments**

The Board of Directors discussed the appointment of Committee Chairs to the standing Association committees.

Motion: McGinnis

Second: Hawk

Resolution: The Board of Directors appointed the following Committee members to serve as Chair and/or Co-Chair of their respective committees.

- Architectural Committee – Robert Mahterian, Chair
- Community Facilities Committee – Nanette Klein, Chair
- Equestrian Services Committee – Anne Kolbe, Chair
- Gate Operations Committee – Deb Seror, Chair
- Landscape Committee – Steve Weber, Chair
- Parks & Recreation Committee – Leslie Bacon, Chair | Jaimee Kasower, Co-Chair
- Technology Committee – Eric Epstein, Chair & Board Liaison
- Theater Committee – Megan Sweeney, Chair | Nadine Levitt, Co-Chair

The motion carried (6-0), with Gersh abstaining from the vote.

**b. 2024 Committee Member Appointment**

The Board of Directors discussed the appointment of new committee members to the Landscape Committee and Community Facilities Committee.

Motion: Hawk  
Second: Epstein

Resolution: The Board of Directors appointed the following members to serve on the following committees:

- Landscape Committee – Melissa Wallace
- Community Facilities Committee – Nanette Klein and Robert Schwartz

The motion carried (6-0), with Gersh abstaining from the vote.

**c. 2024 Committee Board Liaison Appointments**

The Board of Directors appointed a Board Liaison to serve the Gates Operations Committee and Parks & Recreation Committee.

1) Gate Operations Committee

Motion: Gersh  
Second: McGinnis

Resolution: The Board of Directors appointed John Heubusch as liaison to the Gate Operations Committee.

The motion carried unanimously.

2) Parks & Recreation Committee

Motion: Gersh

Second: Heubusch

Resolution: The Board of Directors appointed Kenny Hawk as liaison to the Parks & Recreation Committee.

The motion carried unanimously.

**d. Proposal: Spring Valley Arena – Arena Corral Fence Replacement**

The Board of Directors reviewed and discussed the Dynamic Fence proposal presented by the Equestrian Services Committee for the proposed replacement of the corral fence at the Spring Valley arena. The total cost of this replacement is \$48,500.00 and is in budget.

Motion: Hawk

Second: Bellissimo

Resolution: The Board of Directors approved the Spring Valley arena corral fence replacement proposal, as presented.

The motion carried unanimously.

**e. Proposal: Ahmanson Gate Camera/Fob Equipment Relocation**

This item was added to the agenda for the Board of Directors to review and discuss the proposed relocation of the perimeter camera and fob equipment at the Ahmanson Gate.

Resolution: No action taken. This item was tabled pending further information from the Association's vendor.

**f. Architectural Variance Appeal:**

1) 5370 Whitman Rd

The Board of Directors reviewed and discussed the variance appeal request presented for 5370 Whitman Rd regarding the denial of their architectural variance request presented at the June 20, 2023 General Session meeting.

Resolution: No action taken. The Board of Directors declined to take up the request.

**g. Encroachment Permit Requests:**

The Board of Directors reviewed the following encroachment permits issued by management:

ENCROACHMENT PERMITS						
Name	Address	Project	Filed	Issued	Permit No.	
BMD Construction	23704 Long Valley Rd	Sewer lateral repair	2/12/2024	2/12/2024	1270	
CA Boring, Inc.	5868 Round Meadow Rd	Directional bore and install electrical and communication lines	1/8/2024	1/8/2024	1271	
Tidwell, SCE Work	24227 24247 24251 24255	Bridle Trail Rd Underground bore and install for electric service and communication lines	2/28/2024	2/28/2024	1272	
SoCal Edison	24379 Rolling View Rd	Underground bore and install for electrical service and communication lines	3/6/2024	3/6/2024	1273	

Resolution: No action taken. Reviewed and filed.

#### h. Directors Topics

No items were presented for discussion.

### 9. HOMEOWNER FORUM

Members in attendance provided input on the following non-agenda items during open forum:

- Reconsideration of pickleball court location.
- Restroom at the Saddle Creek Arena.

### 10. MANAGEMENT REPORT

General Manager Erin Tudron reported on the following topics:

- The City of Hidden Hills parking lot renovation project is still ongoing, but the resident lane at the Long Valley gate will officially be reopen tomorrow, March 20<sup>th</sup> for ingress.
- The new pool heaters have been installed at the community center and have been working great.
- Per the February 20<sup>th</sup> General Session meeting the Board delegated authority to John McGinnis, Kenny Hawk and Howard Tenenbaum to review and approve the Association's master insurance policy package. The package was approved and officially renewed as scheduled on March 1, 2024.
- All vendor proposals for the Spring Valley tennis court and pickleball conversion project have been received and reviewed. Pending receipt of the last proposal revisions the project vendor will be chosen. This project was approved by the Board of Directors at the February 20, 2024 General Session meeting with a budget not to exceed 64k.
- Proposals are being obtained for the repaving of the community center parking lot, as well as the replastering of the community center pool.
- Following the completion of the Jim Bridger/Ashely Ridge Road project, the Association will be performing a community wide pavement re-evaluation with LaBelle Marvin. The

evaluation will be scheduled within the next 2 weeks. This evaluation was last conducted in September 2020 and will be used to evaluate and update the long-term improvement and budget forecast for the roads, as well as determine current street maintenance, repair, and slurry needs.

- Reminder that Annual budget preparation has begun, and Committee budget forms are due April 1, 2024.
- Annual Weed Abatement Reminder – As of February 1<sup>st</sup>, Annual Weed Abatement Notices were sent out by the County of Los Angeles. April 1<sup>st</sup> is the earliest the County will begin clearance operations, however if you are planning on clearing your open property, please notify the County no later than March 10, 2024. It is anticipated that inspection will be taking place between April – June.


**11. NEXT MEETING DATE**

The next General Session meeting of the HHCA Board of Directors is scheduled for Tuesday, April 16, 2024 at 6:30 P.M. via Zoom Video Conference.

**12. ADJOURNMENT**

There being no further business to conduct in General Session, the meeting was adjourned at 7:52 P.M.

ATTEST:

DocuSigned by:  
  
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Signature

4/17/2024  
Approved Date