

**HIDDEN VALLEY VILLAGE OWNERS ASSOCIATION**  
**Board of Directors Regular Meeting**  
**Agenda**

**Date of Meeting: Saturday, April 18, 2020**

**Time: 10AM**

**Location:** Cole Residence; 205 S Juanita Ave Redondo Beach, CA 90277-3439\* *Due to Covid-19; the meeting will be dial- in/Zoom only.*

**Zoom Meeting ID 258-397-392 password 284183**

**https://us04web.zoom.us/j/258397392?pwd=NjZEeTFhUHkwNm05eFZqdldmZGhUT09**

**Call in information: (515) 604-9024, Access Code 284183#**

General

- A. Call to order by President Tony Cole
- B. Roll call. Record Board Members, Management, owners and guests present
- 1. Announcements/Orders of the day
  - a. Note resignation of HVVOA Board president Tony Cole as discussed in email to the Board dated 13 April 2020. Select successor.
  - b. Items discussed in Exec. Meeting
  - c. Recusals
  - d. Changes to order of agenda
- 2. [Management Reports](#) from previous quarter: OFPM
- 3. Approval of Minutes
  - a. [January 2020 Regular Meeting](#)
  - b. [February 2020 SPECIAL Phone-In Meeting](#)
  - c. [March 2020 SPECIAL Phone-In Meeting](#)
- 4. Consent Agenda
- 5. [Treasurer's Report](#): Kinoka Ogsbury
  - a. Petty Cash Fund needs to be replenished
  - b. MOTION by Kinoka Ogsbury. Move to switch HOA funds Alliance Association Bank based on the recommendation by Cindy Butner
  - c. [Engagement Letter](#) and [Cover Letter](#) for new HOA CPA Lydia E. Jensen
  - d. Monthly dues breakdown
    - i. "How much of each Unit's payments goes to fund the Reserve fund,"
    - ii. "How much of each Unit's payments go to fund Operational costs"
- 6. Homeowner Forum
  - a. Open floor for homeowner comment – 5 minutes per speaker
- 7. Reports from Standing Committees
  - a. [Electrical](#); Matthew Desario & Dave Natali
  - b. [Jacuzzi and Saunas](#); Jeff Risse, Steve Latshaw & Ruth Wheeler
  - c. [Lighting](#); Ruth Wheeler
  - d. [Webmaster/Communications](#); Jeff Risse
  - e. Newsletter: Tony Cole
  - f. TOML QoL Nuisances: Dave Natali
  - g. [Architectural, Landscape, Grounds](#); Ruth Wheeler
- 8. New Business

- a. Disciplinary Hearing; Unit 134
  - i. Violation 1: having two dogs; FIRST OFFENSE
  - ii. Violation 2: having a dog off-leash. FIRST OFFENSE
  - iii. Possible Actions for First Offenses include a warning and/or \$250 fine.
- b. Disciplinary Hearing; Unit 10.
  - i. Violation 1: Tenants arguing late at night, disturbing nearby guests on 1/31/20 and 2/1/20; FIRST OFFENSE
  - ii. Possible Actions for First Offenses include a warning and/or \$250 fine.
- c. Adoption of Operating Rules that have been distributed to homeowners for 30 day review
  - i. MOTION by Ruth Wheeler; Move to adopt the following architectural rules that have been reviewed by homeowners for the required 30 day period: 5.2A, 5.3, 5.5, and 5.6 and notify homeowners of the adopted rule which will be in effect.
- d. MOTION by Matthew Desario: Move to waive late fees and penalties for individual Owners who contact the HOA or Butner to report financial hardship due to Covid-19, for a period not to exceed 60 days. [Research on Dues Collection](#)
- e. MOTION by Matthew Desario; Move to create a budget and action plan within 7 days to drastically reduce Operational Costs for the next 90 days of the Covid-19 pandemic, with the stated goal to provide a temporary reduction in monthly dues to Owners who are unable to make use of their property. Said budget to be discussed with Management, and voted on by the Board within 7 days of preparation via a SPECIAL Meeting.
- f. MOTION by Matthew Desario; Move to direct Management to reduce snow removal in April and May to the minimum required by the fire department and local emergency services.
- g. MOTION by Matthew Desario; Move to authorize cancellation of the Suddenlink Cable TV service for the entire complex in the event that negotiations with Suddenlink to suspend billing effective April 1 are not successful.
- h. MOTION by Matthew Desario; Move to work with Treasurer & Butner Association to determine if suspending Reserve Fund contributions for the next 90 days will provide an immediate relief to Owners in the form of monthly dues.
- i. MOTION by David Natali; I move that the Board make no changes to our dues, late fees, or any other costs associated with the Monthly Association Dues.
- j. Discussion, selection and approval of Driveway Slurry Bid 1
  - i. MOTION by Ruth Wheeler; Move to accept the bid for the Driveway Slurry from Chuck Vilar in the amount of \$6,988.80 to be paid for by reserve funds. and direct management to proceed with supervising the Slurry project.
- k. Discussion, selection and approval of Painting Bid 1 2
  - i. MOTION by Ruth Wheeler; Move to accept the bid by Four points painting to paint the office building and building C only in the amount of \$26,000 to be paid for from reserve funds and direct management to proceed with supervising the painting project.

- l. Discussion, selection and approval of Summer Pool, Jacuzzi, and Fencing Bids [1](#)
- m. Discussion, selection and approval of Roofing proposals [1](#) [2](#) [3](#) [4](#)
  - i. MOTION by Ruth Wheeler; Move to take no action on roofing projects this summer other than having a professional roofer evaluate any need for roof preventative maintenance as scheduled for 2021 in the reserve study. In addition to routine maintenance solicit a bid that can be used for long range planning to replace with metal roofs in 2036. See [Roofing Report](#) and [Roofing Reserve](#)
  - n. Purchase of 40 [solar lights](#) for stairways Cost not to exceed \$375. [Reserve Report](#).
    - i. MOTION by Ruth Wheeler: I move to purchase 40 solar lights as part of the residential lighting project Cost not to exceed \$375 from reserve funds.
    - ii. MOTION by Matthew Desario; I move to postpone the above purchase of 40 new solar walkway lights until the Covid-19 restrictions in Mono Country are lifted . Non-essential complex improvements should be postponed until the Covid-19 pandemic allows Owners to make full use of their Units.
  - o. Purchase of Generator for Complex
    - i. MOTION by Matthew Desario; Move to postpone the purchase of an Electric Generator for the complex until the Covid-19 restrictions in Mono Country are lifted . Non-essential complex improvements should be postponed until the Covid-19 pandemic allows Owners to make full use of their Units.
  - p. Unit 8 work [request](#)
    - i. MOTION by Ruth Wheeler: Move to approve the work request by unit 8 and direct Management to supervise the project
  - q. MOTION by Dave Natali, I move that the Board require masks be worn by anyone entering common areas that are not closed. This would include laundry rooms, meeting room, and office. This directive remains in effect until the Board changes it by another motion. This motion includes requesting management to post notices of this requirement at all entry portals of the affected areas.
- 9. Old Business
  - a. Discussion and Possible Action; Compliance with [SB323](#)
    - i. Approval of voting [rules](#) and [ByLaws](#) drafted by [Tim Sanford](#) and distribution to homeowners for 30 day review
      - 1. MOTION by Ruth Wheeler; Move to approve the voting rules drafted by attorney Tim Sanford and immediately direct Butners office to distribute them to homeowners for the required 30 day review.
      - 2. MOTION by Ruth Wheeler; Move to approve the amended bylaws drafted by attorney Tim Sanford and direct Butners office to distribute them as required for an all homeowner vote

3. MOTION by Matthew Desario; Move to separate the required changes to our ByLaws due to SB323, from the 2 non-required changes 1. Eliminating Proxy Voting by Owners and 2. Eliminating Cumulative Voting by Owners; with the purpose of 1. Avoiding misleading or confusing Owners into believing all changes proposed are mandatory by the new SBS323 legislation and 2. Providing a way for Owners to approve the required changes while rejecting the optional changes proposed by the Board. If passed, Direct the Member vote packet to include 3 responses; 1. Approve all changes to the ByLaws as submitted. 2. Approve all changes to the ByLaws with the exception of eliminating proxy voting and cumulative voting. 3. . Reject changes to the ByLaws.
  - b. [Call for a special vote of the members to reverse a rule change by 5% of membership](#) represented by Mike & Laura Tickenoff, Karl and Gigi Barbour, Jamie and Tim Kelly, Andrew Khodavardian, and Mary Kubischta,
  - c. Discussion and Possible action: Request for reimbursement by Owners of Unit 41
    - i. MOTION by Matthew Desario; Move to Direct Butner to release (2) checks in the amount of \$1,913 and \$4,373.12 received from State Farm Insurance and made payable to the owner of Unit 41
  - d. Discussion and Possible Action; Adding a Security Camera to the Upper Pool/Spa Area for a Period of 90 days.
    - i. MOTION by Matthew Desario; Camera to be donated at a cost of \$0 to the HOA. Camera to be returned to the donating Owner if the Board subsequently decides to remove after a trial period of 3 months. Move to postpone this project until the Covid-19 pandemic has passed and full use of units by Owners and non essential work is permitted.
  - e. From January Meeting; Pool Locks; Matthew Desario will assemble data, model, costs based on the locks installed by Bill the Locksmith at Sierra Megeve Condos
    - i. MOTION by Matthew Desario, Move to postpone this project until the Covid-19 pandemic has passed and full use of units by Owners and non essential work is permitted.
  - f. From January Meeting; LandScape Directed Management to submit a plan and costs NTE \$5000 at next meeting
    - i. MOTION by Matthew Desario, Move to postpone this project until the Covid-19 pandemic has passed and full use of units by Owners and non essential work is permitted.
  - g. From January Meeting Rule enforcement-Record Keeping
    - i. Matt and Jeff to discuss and make a recommendation at next meeting
10. Announcements:
- a. Board Meeting Dates for the remainder of 2020
11. Meeting adjournment. Adjournment