

Valley View Village Homeowners Association
Board of Directors Meeting Minutes
April 8, 2025 | 6:00 PM | Zoom

1. Call to Order: The meeting was called to order at 6:00 PM by Laura Brown, Association Manager.

2. Roll Call – The following directors were present:

- Anne Kellerby
- Chris Harrelson
- Sam Wardell

A quorum was confirmed.

3. Approval of Prior Meeting Minutes: The Board reviewed the January 15, 2025 meeting minutes.

- Motion to approve: Sam
- Second: Chris
- Outcome: Motion carried unanimously.

4. Board of Directors Update

- Q2 Education Topics: The Board discussed several ongoing educational priorities:
 - Assessments & Budgeting: A review of assessment structures was discussed, including the need for clearer guidance for owners on how dues support ongoing operations.
 - Liens & Community Associations: Board discussed best practices for ensuring consistent enforcement while maintaining a supportive community atmosphere.
 - CCIOA Budget Process: The Board reviewed statutory requirements for annual budget ratification to ensure continued compliance.
- Document Update & Community Survey: The Board discussed modernizing community rules to reflect current use, noting several unenforceable or conflicting rules including:
 - Pet limits
 - Vehicle restrictions
 - RV/camper storage
 - Xeriscape guidelines
 - Parking enforcement inconsistencies

Sam recommended distributing a Google Form to gather owner feedback on rule updates and priorities.

Anne noted the need to coordinate with the Fire Department regarding red-line striping on one side of the street to allow emergency vehicle access and reduce HOA liability.

Chris discussed establishing reasonable limits on the number of pets and vehicles per household to promote consistency and avoid nuisance issues.

Sam also raised concerns about parking in front of homes and ongoing compliance.

Anne inquired about clarifying responsibility for common grounds, HOA boundaries, and BMSA.

5. Management Report – Laura Brown, Association Manager

- Financial Review: Laura presented the 2024 Year-End Financials, Q1 2025 Financials, and preliminary work on 2026 budget projections.
- 2025 Q1 Financials Highlights
 - Total Operating Income: \$30,722.39
 - Total Operating Expense: \$13,102.10
 - Net Income: \$17,620.29
- Key Expenses as of March 2025:
 - Snow Removal: \$1,536.25
 - Trash Service: \$6,800.19
 - Insurance: \$567.00
 - Management Fees: \$3,000.00
 - Pet Stations: \$300.00
- Balance Sheet (as of 3/31/25):
 - Total Assets: \$123,614.86
(Cash + CDs)

Laura noted the Association continues to operate within budget expectations, with several seasonal expenses pending later in the year.

- 2026 Proposed Budget: Management provided the Board with three budget proposals ranging from the current monthly amount of dues to \$100. Discussion on proper reserve funding to limit necessity of special assessment for major capital maintenance, including sidewalks, street maintenance, and upkeep of the common area, including irrigation system improvements. Sam would like to continue to see a decrease in water usage in 2026.
 - Budget A: Based on the current amount of dues, the operating budget for 2026 would be at a deficit of \$4130.
 - Budget B: Increase in dues to \$95/month, minimal increase in reserve funding.
 - Budget C: Increase in dues to \$100/month, increase in reserve funding.
 - A motion was made by Anne Kellerby to approve budget C to proactively prepare for major capital maintenance.
 - Second by Sam.
 - Outcome: Motion carrier unanimously.
- Management will prepare annual ownership meeting packets, with approved Budget for owner ratification in July.

6. Seasonal Contracts

- Landscape & Irrigation: The Board reviewed upcoming irrigation activation and landscape maintenance contract for the season with Lush Green Landscape.



- Motion to approve: Sam
- Second: Chris
- Outcome: Approved

7. Capital Maintenance

- Street Maintenance: The Board reviewed prior road work costs and owner concerns.
Key discussion items:
 - Wade McFarland raised concerns related to road maintenance history and costs. Referenced old documents from 2023 indicating estimated cost of \$5,700 per unit for potential future special assessment for road replacement.
 - Discussion regarding whether to transfer road responsibility to the County and if such a process is worthwhile.
 - Lindsay Latham inquired about potential condo/townhome separation within governance documents.

8. Community Comment: None discussed at this time.

9. Old Business: No additional old business was brought forward.

10. New Business

- 2025 Board Meeting Schedule: **August 5, 2025 – 6:00 PM, November 4, 2025 – 6:00 PM**
- 2025 Annual Ownership Meeting: **July 10, 2025 – 11 AM.**

11. Motion to Adjourn: The meeting adjourned at 7:14 PM.

- Motion: Sam
- Second: Chris

Prepared By
Laura Brown
Association Manager, Property Professionals