



Crestview Hidden Valley Homeowners Association

Minutes of Annual meeting

12/3/2022

Minutes of the Annual Meeting of the Crestview Hidden Valley Homeowners Association, Crestview Florida, held at 1445 Commerce Dr, Crestview, FL 32536.

1. CALL TO ORDER

President- Heather Murray called the meeting to order at 10:09am

2. ROLL CALL

Board members present:

Heather Murray, President

Deborah Adkins

Hector Aguayo

Absent: Dylan Adams

Katie Adams, Secretary/Treasurer

3. FINANCIAL REPORT

- Total assets as of 12/2/2022 Checking - \$ 13,023.48 Adjustable-rate money market CD - \$15,755.36. Total annual income: \$12,110.30 and total annual expenses paid in 2022: \$4,370.96
- Currently there is 1 homeowner past due. Predemand letter ready to sent certified mail

4. President's Report

- 8 Estoppels completed/average sale price: \$164.48/sq ft
- Enforcement of Bylaws and Covenants began
 - i. Violation Letters Sent (7)
 - ii. Grandfathered Letters Provided to homeowners (4)
- Projects completed
 - i. Two Community Cleanup events
 - ii. Maintenance of areas of disrepair (uneven sidewalk on Wilsey Trl & entrance signs)
- Services implemented
 - i. Lawn services for common areas on a routine basis
 - ii. Continuity created with HOA documents, centrally stored on Google Drive

iii. Formal violation process created

- Transparency for homeowners made possible through HOA website

5. Old News

- Several Directors relocated this year, resulting in changeover throughout the year
- Bylaws and Covenants are recommended to be revised into one updated document for each; eliminate antiquated terminology and restrictions
- Tax professional experienced in HOA Tax Preparation is outstanding; original tax professional failed to follow through with preparation

6. NEW BUSINESS

- Vote to establish 2023 Annual Assessment (Remain at \$275 or raise 10% to \$302.50. Discussion was had over the rising costs of the economy and the limited amount of money added to the reserves; the homeowners had the general consensus that to be able to afford large emergency funding and avoid having to institute a special assessment in the event of any emergency funding (that would be due immediately if ever happened), that the Annual Assessment needed to be raised. Per the bylaws, the assessment amount can only be raised no more than 10% each year; vote was taken and unanimously voted to raise the dues to \$302.50 over remaining at \$275.00. Notices will be sent out in December for homeowners with their current total due by January 31, 2023
- Vote to Apply Excess Income from 2022 Fiscal Year to 2023 Budget. The ending balance of the checking account is \$13,023.48. Vote was taken to apply the excess from the 2022 Fiscal Budget to the 2023 Fiscal Budget in the amount of \$8,023.48 and apply the remaining \$5,000 excess to the reserve monies account (Adjustable-rate money market CD).
- Each item of the proposed budget was discussed individually. It was determined that the funding needed to be allocated to have the CCRs revised due to the imminent development of Phase III and subsequent wear and tear on the roadways, would leave the developers not liable for repairs as the CCRs stand; this would be a huge financial strain and therefore it was unanimously voted to allocate \$4,000 towards legal fees to have the CCRs revised accordingly and eliminate any antiquated terminology in accordance with current codes and laws. It was also determined that the roadways will need professional repair in some areas and it could prove to be costly, therefore \$5,000 was dedicated to roadway repairs for the new fiscal year. The detailed approved budget is outlined below and was unanimously approved, line by line, by the homeowners present.

	2022				2023 @\$302.50 Assessment		
	Checking	Money market (Reserves)	expense amount		Proposed	Checking	Money market (Reserves)
Beginning of Year	\$6,037.98	\$15,001.52				\$8,023.48	\$20,755.36
Income	\$11,356.46	\$753.84				\$10,587.50	
Property Tax			(\$6.26)		(\$7.00)		
Liability Insurance			(\$883.00)		(\$883.00)		
Go Daddy Annual			(\$143.88)		(\$143.88)		
USPS po box			(\$146.00)		(\$146.00)		
Entryway Sign Repair			(\$350.00)		(\$200.00)		
Sidewalk Repair			(\$370.00)		(\$740.00)		
Roadway Repair			(\$26.92)		(\$5,000.00)		
FL LLC Annual Report			(\$61.25)		(\$61.25)		
Admin/Mailing supplies			(\$318.65)		(\$500.00)		
Legal Fees Consultation			(\$540.00)		(\$4,000.00)		
Lawn Services			(\$1,500.00)		(\$3,000.00)		
Tax Preparation					(\$500.00)		
Annual Meeting Space			(\$25.00)		(\$25.00)		
Total Expenses			(\$4,370.96)		(\$15,206.13)		
Ending Balance	\$13,023.48	\$15,755.36				\$3,404.85	\$20,755.36
Surplus/Deficit			\$6,985.50		(\$4,618.63)		

Election of Board Members for Fiscal Year 2023. Current Board Members that were willing to be voted onto another year are Deborah Adkins, Hector Aguayo, Dylan Adams (represented by Proxy Letter), and Katie Adams (represented by Proxy Letter). Heather Murray was not willing to be voted onto another year. Volunteers were solicited and Marylin Welch said that she would be willing to serve on the Board of Directors. Heather Murray nominated and received a second vote to nominate the following to the Board of Directors: Deborah Adkins, Hector Aguayo, Dylan Adams, Katie Adams, and Marylin Welch. Votes were taken and it was unanimously voted to elect the following homeowners to serve on the 2023 Fiscal Year Board of Directors: Deborah Adkins, Hector Aguayo, Dylan Adams, Katie Adams, and Marylin Welch.

7. OWNER COMMENTS

- Katherine Downs suggested that the HOA look into Pro Bono Lawyers to update our CCRs and Bylaws; the Board took this into consideration for action.
- Tom Welch suggested that the HOA look into having a large street light installed at the intersection of Hidden Valley Rd and Poverty Creek Rd; the Board took this into consideration for action and may try to appeal to the county that it is a safety issue for children waiting for the bus stop at that intersection.
- Tom Welch suggested to update the entryway sign to a lighter color, more visible in the hours of darkness; general consensus from the homeowners is that would be beneficial and Tom Welch volunteered to do the painting with Hector Aguayo no later than Spring.
- Margit Mazzoli suggested that the HOA relocate or add the private property signs closer to the road so that violators will know before turning into the neighborhood; the Board took this into consideration for action.

- Marilyn Welch suggested to reach out to other HOAs in the county to possibly unite action towards Adams Homes for their failure to establish the roadways in an acceptable manner; the Board took this into consideration for action.
- Randy Brown suggested to ensure the lawn service is emphasizing the maintenance around the drainage systems so that it aids with drainage maintenance, however, suggested that pets not contained by a fence may deter the lawn service from being able to fully complete this task; the board took this into consideration for action and will coordinate a date to notify residents to contain any pets.

NEXT MEETING DATE

TBD; new board members must meet to elect President and Secretary/Treasurer according to bylaws.

The member's meeting was adjourned at 11:17am

These minutes were approved by the board of Directors

Heather Murray, President

12/7/2022