Association Management at PROPERTY PROFESSIONALS

VALLEY VIEW VILLAGE TOWNHOMES AND CONDO ASSOCIATION

Board of Directors Meeting
February 18th, 2026 – 5:00 PM (ZOOM)

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1. **Roll Call** – Board of Directors
    a. Townhomes:
        i. Jason Rayzor – Present
        ii. Rae Ann Bartels – Present
        iii. Penny Roehm – Present
    b. Condos:
        i. Dan Falk – Present
        ii. Pam Krake – Present

    A quorum was established.
2. **Call to Order:** The meeting was called to order at approximately 5:03 PM.
    a. Approval Action Items: Prior Board Meeting Minutes - November 4, 2025
        i. Townhomes: A motion was made by Jason Rayzor to approve the prior meeting minutes. Second, by Rae Ann Bartels. Motion carried unanimously.
        ii. Condos: A motion was made by Pam Krake to approve the prior meeting minutes. Second, by Dan Falk. Motion carried unanimously.
3. **Management Report and Community Updates:** Laura Brown provided a management report and project updates as detailed below:
    a. Summary and Overview of 2025 Projects
        i. Roof replacement and repairs completed by the Townhomes were units 11-17 Jessica Lane with repairs to 46/50 Cliff View, 157 Angelica, and 142 Angelica. The Condos completed replacement of all 3 buildings (10-20, 31-41, and 81-91 Angelica) funded by a special assessment. Management has retained documentation of warranty information.
        ii. Exterior painting projects are completed for the Townhomes (Angelica: 17-19, 110-116, 142-144, 157-159 and 11-17 Jessica Lane).
        iii. Downspout replacements and gutter cleaning completed in front yards; noted as ongoing maintenance items for insurance compliance.
    b. On-going and Upcoming Projects
        i. Roofing (Townhomes): Review of 2020 roof schedule; no active leaks at this time. Management will instruct Sprague Roofing to complete a review of 2020 schedule and assess priority, as well as provide an estimate in Spring.
        ii. Exterior Maintenance: Painting and stone repairs pending warmer weather; estimate to be provided.
        iii. Driveway Repairs: Clarified as owner responsibility (limited common element); one unit may require enforcement action if not addressed.

iv. Sewer Line Issue (Condos: 81-91 Angelica): Discussion regarding long-term repair (~$7,000). Board consensus that responsibility lies with affected unit owners. Management to send formal notice outlining responsibility and next steps.
v. Development Adjacent (Astor Place): Ongoing communication with developer regarding road access and entrance alignment. Management to request formal site plan and written confirmation.

4. **Financial Review:**
   a. Year-End Financial Review (2025)
      i. Townhomes: Operating Balance: ~$13,000, Reserve Balance: ~$13,000, CD Balance: ~$119,733, Delinquencies: ~$2,215. CD Investment: Board approved rolling approximately $77,000 into a 1-year CD at ~3.75–3.8% interest (Edward Jones).
      ii. Condos: Operating Balance: ~$22,000, Reserve Balance: ~$13,000, Delinquencies: ~$29,142 outstanding.
      iii. Discussion Highlights: Payment plans available up to 18 months; plans reset if payments lapse. Board directed management to continue monitoring delinquencies. Accounts without progress by April meeting may be referred to legal for collections.
5. **Community Comment**
      i. Parking congestion and enforcement concerns. The Board discussed assigned spaces and reminders to tenants, who have multiple vehicles. Management will gather an estimate for updated signage to comply with new towing laws.
      ii. In the unfortunate event of a special assessment, residents should be reminded to check with their insurance company on an additional "rider" on their policy that covers special assessments.
6. **Old Business:** None presented at this time.
7. **New Business:**
   a. Townhome Board vacancy is anticipated due to Penny Roehm relocating in May.
   b. Annual Meeting scheduled for July 2026 (elections to occur).
   c. Next Board Meeting: April 28, 2026 at 5:00 PM, September 22, 2026 at 5:00 PM
8. **Motion to Adjourn**: A motion was made by Jason Rayzor to adjourn the meeting. Seconded by Dan Falk. Motion carried unanimously. Meeting adjourned at approximately 5:48 PM.

Respectfully Submitted,

Laura K. Brown, Association Manager
Property Professionals HOA Management

Approved by Board of Directors on 5/12/2026