

Hidden Valley Foundation, Inc.



Board of Directors Monthly Board Meeting Saturday, August 16, 2025, 9:00 a.m.

Directors

Patricia McGrail, President
Rick Etling, Vice President
Bob Kollar, Treasurer
Dan Martin, Secretary
Dan Friday, Director
Lisa Borrelli Dorn, Director
Tom Molenda, Director

Staff

Anna Holloway, Executive Director & Community Manager
Brian Hofer, Maintenance & Facilities Manager
Sandra Sekerka, Manager of Accounting
Chris Nicholson, Accounting Assistant
Mary Beth McAliley, Sr. Administrative Assistant
Ken Pash, Property & Compliance Inspector



1. Members' time - 30 minutes maximum (limit of 3 minutes per speaker)

2. Call the meeting to order at _____

3. Board attendance roll call (recorded on separate sheet)

4. Establish board quorum _____

5. Announcements/Discussion Points

5.a Announcements

5.a.1 August Saturday Social/Rec Events:

- Aug 16-Glow Stick Party
- Aug 23-Band Concert
- Aug30-Labor Day Picnic & Cornhole Tournament

5.a.2 United Paving Project – Completed

5.a.3 Candidate Filing Deadline for Foundation Board of Directors, Sept. 17

5.b Discussion items:

5.b.1 Targeted Recycling – Cardboard Only

5.b.2 Pet Control Policy

5.b.3 Proposed Wording Update to the Unit Rental Policy

5.b.4 Bylaws Revisions Discussion and Proposed Townhall Dates, Sept. 6 & Sept. 20

6. Set the Agenda

Motion to set the agenda:

(Motion by _____ Seconded by _____)

Approved _____ Not Approved _____ Approved as Modified _____

7. Volunteer Recognition – Deb Watson for Outstanding Work with the SLRP Committees

8. Approve the July 19, 2025 Board Meeting Minutes

Motion to Approve the minutes of the July 19, 2025 Board Meeting

(Motion by _____ Seconded by _____)

Approved _____ Not Approved _____ Approved as Modified _____

9. Treasurer's Report, Page

Motion to Accept Treasurer's Report

(Motion by _____ Seconded by _____)

Approved _____ Not Approved _____ Approved as Modified _____

10. Executive Director Report, Verbal

Anna Holloway, Executive Director & Community Manager

11. Maintenance & Facilities Manager Report, Verbal

Brian Hofer, Maintenance and Facilities Manager

12. Committee Reports- Committee chairpersons attending virtually should use the raise hand function to be recognized.

12.1 Finance Committee, Verbal

Bob Kollar, Chairperson



12.2 Audit Committee, No Report

Robert Armen, Chairperson

12.3 Maintenance Committee, Page

Tom Sierzega, Chairperson

12.4 Strategic Long-Range Planning Committee (Done Quarterly)

Debbie Watson, Chairperson

12.5 Social and Recreation Committee, No Report

Robin Henley & Erin Mikolich, Co-Chairpersons

12.6 Nominating & Leadership Development, Page

Chris Umble, Chairperson

12.7 Architectural Control Committee, Page

Donna Courson & Rob Hanlon, Co-Chairpersons

12.8 Rules & Regulations Committee, No Report

Sherrie Marafino, Chairperson

12.9 Marketing and Communications Committee, No Report

Debbie Watson, Chairperson

12.10 Community Safety & Security Committee, Page

Beverly Zern, Chairperson

12.11 Water and Wastewater Committee, No Report

George Harakal, Chairperson

12.12 Multi-Use Paths Committee, No Report

Jay Smith, Chairperson

12.13 Clean Energy Committee, No Report

Bob Earley, Chairperson

12.14 Environmental Stewardship & Landscaping Committee, Page

Tom Sierzega, Chairperson

12.15 Rental Impact Working Group, Page

Patrick Sweeney, Chairperson

Motion to Accept Committee & Working Group Reports:

(Motion by _____ Seconded by _____)

Approved _____ Not Approved _____ Approved as Modified _____

13. Other Reports

13.1 Security Incident Report Summary, Page

13.2 Jefferson Township Communications, No Page



14. New Business

14.1 Motion to Approve _____ for Salt Dome Replacement (Included in Capital Budget), Page

Motion to approve _____ for Salt Dome replacement

(Motion by _____ Seconded by _____)

Approved _____ Not Approved _____ Approved as Modified _____

14.2 Motion to Approve Purchase of New Body Truck Upfit for 2025 F-600 (Included in Capital Budget), Page

Motion to approve purchase of new body truck upfit for 2025 F-600

(Motion by _____ Seconded by _____)

Approved _____ Not Approved _____ Approved as Modified _____

14.3 Motion to Approve _____ as Recycling Vendor for Cardboard Only (In addition to Trash Removal approved at July 19, 2025 Board Meeting), Page

Motion to approve _____ as recycling vendor for cardboard only

(Motion by _____ Seconded by _____)

Approved _____ Not Approved _____ Approved as Modified _____

14.4 Motion to Approve Wording Update to the Unit Rental Policy, Page

Motion to approve wording update to the Unit Rental Policy

(Motion by _____ Seconded by _____)

Approved _____ Not Approved _____ Approved as Modified _____

15. Set next monthly meeting date

15.1 Saturday, September 20, 2025 at 9am – Monthly Board Meeting

16. Adjournment

Motion to adjourn meeting:

(Motion by _____ Seconded by _____)

Approved _____ Not Approved _____ Approved as Modified _____

Time of Adjournment _____



These minutes at this point are not official and may contain inadvertent and/or unintentional errors and/or omissions. The minutes will become official only after any corrections and/or upon approval by the Hidden Valley Foundation, Inc. Board of Directors at its next regularly scheduled Monthly Meeting.

**MONTHLY BOARD OF DIRECTORS MEETING
HIDDEN VALLEY FOUNDATION, INC.
Saturday, July 19, 2025**

Meeting Minutes

1. Members' time:

President Pat McGrail indicated per the Sign-In List that currently there was no Hidden Valley Foundation, Inc. ("HVF") Member(s) requesting to speak at the Board of Directors ("BOD") Meeting during Members' time.

2. Call the meeting to order:

There being no HVF Member(s) wishing to speak, the HVF BOD Meeting of July 19, 2025, was called to order at 9:07 AM by President Pat McGrail at South Ridge Center 1 (SRC 1").

3. Board attendance roll call:

- Board Members in attendance in Person: Pat McGrail, Rick Etling, Bob Kollar, Dan Martin, Dan Friday.
- Board Members in attendance via zoom: Lisa Borrelli Dorn, and Tom Molenda.
- Board Members in attendance via phone: None.
- Board Members not in attendance: None.

Also, in attendance was Brian Hofer, Maintenance & Facilities Manager and Sandra Sekerka, Manager of Accounting.

4. Establish board quorum:

Establishment of BOD Quorum Confirmed (Five BOD Members in person and two via Zoom).

5. Announcements/Discussion Points:

Announcements:

5.a.1 Oldies Party – Saturday, July 19 – 3:00 PM music with dinner to follow at 5:30 PM. It is an annual great event, please attend.

Discussion items:

5.b.1 Homeowner Appeal – Charles & Martha Anderson, 664 Gardner Rd. – It will be verified the storage shed issue has been addressed. When verified, fines will be waived.

5.b.2 Pet Control Policy Reminder - All dogs must be kept on a leash. There was a recent incident of a dog off a leash attacking another dog on a leash. Please comply with this policy.

5.b.3 Proposed Wording Update to ATV, UTV and Snowmobile Policy Discussion – See New Business item 14.1 for follow-up information related to this policy including clarifications to such items as common and private property.

5.b.4 Salt Dome Discussion – Currently evaluating the existing structure to determine whether repairs versus replacement is the best course of action. The evaluation will also include the possibility of repositioning the structure in the future to another location, if needed.

5.b.5 Ring Doorbell Cameras and Other Camera Usage Discussion – Worried about items such as privacy issues. As each Association has varying issues, this should be addressed by the individual Associations.

5.b.6 SLRP Update – Deb Watson gave the “Quarterly Goals” update status report on the SLRP. Requesting that future “Quarterly Goals” updates be in a “short form” (i.e., Three Words +/-). The current “Quarterly Goals” may need and will be amended to reflect the “Living Document” revisions moving forward.

5.b.7 Vail Properties (“Vail”) & HVF BOD Joint exchange of information Meeting. This Meeting is scheduled at SRC 1, for August 2nd, at (9:00 AM). The Meeting will cover a broad range of subjects. A final agenda will be developed and supplied to Vail prior to the meeting to make the most efficient use of everyone’s time.

6. Set the Agenda:

Bob Kollar made a Motion to Set the Agenda Rick Etling seconded the Motion. Discussions followed and it was agreed by both Bob Kollar and Rick Etling to add the following items to the current Agenda.

14.4 Motion to Approve Charles & Martha Anderson, 664 Gardner Rd. Appeal of Exterior inspection issue (Dated Oct. 15, 2024).

14.5 Motion to Approve Lichtenfels Appeal Parking Issue with the current ATV, UTV and Snowmobile Policy.

14.6 Motion to Approve Volunteer Application of J.B. Wilcox to the Environmental Stewardship & Landscaping Committee.

14.7 6 Motion to Approve Volunteer Application of Audrey Wilcox to the Social and Recreation Committee.

RESOLVED: There being no further discussion(s), all Directors present and on Zoom voted in favor of the Motion and the Motion carried.

7. Volunteer Recognition:

Condominium Association Board Presidents and related board members for all of their hard work in handling the concerns for their individual Associations and Members:

- **Highlands:** Joe Sarra
- **South Ridge:** Richard Long
- **Summit Village:** Phil Linton
- **Summit Village II:** Dave Garraux

8. Approve the June 21, 2025, Board Meeting Minutes:

RESOLVED: Dan Friday made a Motion to Approve the June 21, 2025, Board Meeting Minutes. Rick Etling seconded the Motion. There being no further discussion(s), all Directors present and on Zoom voted in favor of the Motion and the Motion carried.

9. Treasurer's Report, Page:

Treasurer Bob Kollar, along with Sandra Sekerka, Manager of Accounting, gave the Treasurer's Report. For more details related to the Treasurer's Report please see the information in the TREASURER'S PERFORMANCE DASHBOARD, HIDDEN VALLEY FOUNDATION, FOR THE TWELVE-MONTH PERIOD OF JULY 1, 2024, TO JUNE 30, 2025.

RESOLVED: Rick Etling made a Motion to Accept Treasurer's and Applicable Reports. Tom Moleinda seconded the Motion. There being no further discussion(s), all Directors present and on Zoom voted in favor of the Motion and the Motion carried.

10. Executive Director Report:

Anna Holloway, Executive Director & Community Manager (Ms. Holloway was away on personal leave), the Report is combined with the Maintenance and Facilities Manager's Report given by Brian Hofer below.

11. Maintenance & Facilities Manager Report, Verbal :

Brian Hofer, Maintenance and Facilities Manager, gave an update on the following: walking path expansion along Snowfield – working with EADS engineering to develop baseline specifications for the path; United Paving continuing road paving project for 22 locations throughout the community; Zambos Tree Service working through current tree list for trimming/removal of trees and should make significant progress with current year's budget; JML completed Westview retaining wall project and currently working on tree trimming along walking paths and mowing when it is not raining; and maintenance team work of painting dumpster blinds, rebuilding steps, installing new bike rack at SRC and working through service requests.

12. Committee Reports:

12.1 Finance Committee, Page, Bob Kollar, Chairperson

12.2 Audit Committee, No Report, Robert Armen, Chairperson

12.3 Maintenance Committee, No Report, Tom Sierzega, Chairperson

12.4 Strategic Long-Range Planning Committee, Verbal Quarterly Report, Debbie Watson, Chairperson

12.5 Social and Recreation Committee, No Report, Robin Henley & Erin Mikolich, Co-Chairpersons

12.6 Nominating & Leadership Development, Page, Chris Umble, Chairperson

12.7 Architectural Control Committee, Page, Donna Courson & Rob Hanlon, Co-Chairpersons

12.8 Rules & Regulations Committee, No Report, Sherrie Marafino, Chairperson

12.9 Marketing and Communications Committee, Page, Debbie Watson, Chairperson

12.10 Community Safety & Security Committee, No Report, Beverly Zern, Chairperson

12.11 Water and Wastewater Committee, No Report, George Harakal, Chairperson

12.12 Multi-Use Paths Committee, No Report, Jay Smith, Chairperson

12.13 Clean Energy Committee, No Report, Bob Earley, Chairperson

12.14 Environmental Stewardship & Landscaping Committee, No Report, Tom Sierzega, Chairperson

12.15 Rental Impact Working Group, Page, Patrick Sweeney, Chairperson

RESOLVED: Bob Kollar made a Motion to Accept Committee Reports as presented. Rick Etling seconded the Motion. There being no further discussion(s), all Directors present and on Zoom voted in favor of the Motion and the Motion carried.

13. Other Reports:

13.1 Security Incident Report Summary, (See Board Packet online for details).

13.2 Jefferson Township Communications, Dollar General is going in near the Bakersville Fire Station.

14. New Business:

14.1 Motion to Approve the Revisions and Modifications to the ATV, UTV and Snowmobile Policy (POLICY NUMBER 46, ORIGINAL DATE ISSUED August 21, 2020). (See Revised and Modified POLICY NUMBER 46 attached here and also found online at hvftoday.com under POLICIES tab.)

RESOLVED: Bob Kollar made a Motion to Approve the Revisions and Modifications to the ATV, UTV and Snowmobile Policy. Dan Friday seconded the Motion. There being no further discussion(s), all Directors present and on Zoom voted in favor of the Motion and the Motion carried.

14.2 Motion to approve the purchase of a 2025 F-600 Truck:

RESOLVED: Bob Kollar made a Motion to approve the purchase of a 2025 F-600 from Tri-Star Somerset in the amount of \$62,920. Dan Friday seconded the Motion. There being no further discussion(s), all Directors present and on Zoom voted in favor of the Motion and the Motion carried.

14.3 Motion to Approve Pro Disposal as the Trash Removal/Recycling Vendor:

RESOLVED: Rick Etling made a Motion to Approve Pro Disposal as the Trash Removal/Recycling Vendor. Dan Friday seconded the Motion. There being no further discussion(s), all Directors present and on Zoom voted in favor of the Motion and the Motion carried.

14.4 Motion to Approve Charles & Martha Anderson, 664 Gardner Rd. Appeal of Exterior inspection issue:

RESOLVED: Bob Kollar made a Motion to Approve, once verified, Charles & Martha Anderson, 664 Gardner Rd. Appeal of Exterior inspection issue. Rick Etling seconded the Motion. There being no further discussion(s), all Directors present and on Zoom voted in favor of the Motion and the Motion carried.

14.5 Motion to Approve Lichtenfels Appeal Parking Issue with ATV, UTV and Snowmobile Policy.

RESOLVED: Dan Friday made a Motion to Approve Lichtenfels Appeal Parking Issue with ATV, UTV and Snowmobile Policy. Tom Molenda seconded the Motion. There being no further discussion(s), all Directors present and on Zoom voted in favor of the Motion and the Motion carried.

14.6 Motion to Approve the Volunteer Application of J.B. Wilcox to the Environmental Stewardship & Landscaping Committee:

RESOLVED: Bob Kollar made a Motion to Approve the Volunteer Application of J.B. Wilcox to the Environmental Stewardship & Landscaping Committee. Rick Etling seconded the Motion. There being no further discussion(s), all Directors present and on Zoom voted in favor of the Motion and the Motion carried.

14.7 Motion to Approve the Volunteer Application of Audrey Wilcox to the Social and Recreation Committee.

RESOLVED: Rick Etling Made a Motion to Approve the Volunteer Application of Audrey Wilcox to the Social and Recreation Committee. Bob Kollar seconded the Motion. There being no further discussion(s), all Directors present and on Zoom voted in favor of the Motion and the Motion carried.

15. Set next monthly meeting date:

President, Pat McGrail stated, the next Monthly Board of Directors Meeting of the HVF will be held on Saturday August 16, at 9:00 AM – The Monthly Board of Directors Meeting will be held at the SRC 1 Great Room and via Zoom.

16. Adjournment:

President, Pat McGrail asked if there was anything for the Good of the Order, none being presented, there was a request for a Motion to Adjourn.

RESOLVED: Dan Martin made a Motion to Adjourn the Meeting. Dan Friday seconded the Motion. There being no further discussion(s), all Directors present and on Zoom voted in favor of the Motion and the Motion carried.

The meeting adjourned at 10:45 AM.

Respectfully submitted for consideration,
Dan Martin, HVF, BOD Secretary

POLICY NAME: ATV, UTV and Snowmobile Policy

POLICY NUMBER: 46

ORIGINAL DATE ISSUED: August 21, 2020

REVISIONS: July 21, 2025

PURPOSE: The following rules are in place to protect the health and safety of residents and visitors by prohibiting use and operation of ATVs, UTVs, dirt bikes and other “off-road” vehicles on the roads within the Hidden Valley Communities. Use of ATVs, UTVs, dirt-bikes and other off-road vehicles on roads and in common areas create unsafe conditions that could result in accidents causing property damage and injury, including death, of the users of these vehicles as well as other residents and guests.

1. Definitions:

All-Terrain Vehicle or “ATV” – A motorized vehicle 50 inches or less in width that is designed to travel on three or more low-pressure tires and manufactured for off-highway use. The terms "all-terrain vehicle" or "ATV" do not include a golf cart or a utility task vehicle, as defined in this section, or a riding lawn mower.

Dirt Bike – A two wheeled vehicle or light motorcycle designed and built with special tires and suspension for riding on unpaved roads and over rough terrain.

Go-Cart or Go-Kart– a small, four-wheeled motorized vehicle used for racing.

Golf Cart – A vehicle designed and manufactured for operation on a golf course for sporting or recreational purposes and that is not capable of exceeding speeds of 20 miles per hour.

Snowmobile – Also known as a motor sled, motor sledge, skimobile, snowscooter, Ski-Doo, or snowmachine, is a motorized vehicle with runners in the front and caterpillar tracks in the rear, designed to be operated on snow and ice

Utility Task Vehicle or “UTV” – A motor vehicle that is (i) designed for off-road use and (ii) used for general maintenance, security, agricultural, or horticultural purposes. Also referred to as a side by side, with room for two to six passengers. UTV does not include an all-terrain vehicle or golf cart, as defined in this section, or a riding lawn mower.

2. Pursuant to Article VIII, Section 15 of the Declaration of Covenants, Conditions and Restrictions of The Hidden Valley Foundation, no person shall operate an ATV, UTV, snowmobile, dirt bike, or go-cart on any common area of the Foundation, including

but not limited to lots, paved streets, roads, or parking lots owned and maintained by the Foundation.

3. Only vehicles registered, inspected, insured, and in compliance with all equipment regulations of the Commonwealth of Pennsylvania applicable not only to motorcycles but to all vehicles and motor vehicles, will be permitted on any paved street, road, or parking lot owned and maintained by the Foundation, provided, however, that Golf Carts are permitted to be operated on the roadways within Hidden Valley. UTVs operated in an official capacity by the Foundation, the Hidden Valley Resort, governmental agencies, utility companies servicing Hidden Valley communities and the Hidden Valley Resort, fire departments, police departments and other emergency responders are permitted to be used on roadways and community property within Hidden Valley.

4. ATVs, UTVs, dirt bikes and other off-road vehicles may not be stored or parked on common property within Hidden Valley; provided, however, that ATVs, UTVs, dirt bikes and other off-road vehicles may be parked on private property.

5. Snowmobiles being operated on the Snowmobiles paths within Hidden Valley are permitted to cross paved roads and streets at designated crossing points. Snowmobiles may be transported on roads, streets or drives owned by Hidden Valley or the Foundation on proper trailers solely for the purpose of transportation to or from designated snowmobile trails. Snowmobiles shall not otherwise be operated on the roadways within Hidden Valley. Snowmobiles shall be stored only in appropriate enclosed buildings and may not be stored outside or on trailers on any property or road; provided, however, that snowmobiles secured on a trailer with a valid parking permit may be temporarily stored on a property for the duration of the permit.

6. The operation of go-carts on the lots, paved streets, roads, or parking lots owned and maintained by the Foundation is strictly prohibited.

7. Violations: The homeowner (or homeowner associated with the resident, tenant, guest, etc.) who is in violation of this policy is subject to the following consequences:

(a) ATV, UTV, snowmobile, dirt bike, and/or go-cart operators assume full liability for accidents or events that result in personal injury or property damage.

(b) Homeowner will be subject to fines of \$100 per day for improper storage of ATV, UTV, dirt bikes, snowmobiles and/or go-cart.

(c) Homeowner will be subject to fines of \$250 per day for usage of ATV, UTV, dirt bikes, snowmobiles and/or go-cart on the lots, paved streets, roads, or parking lots owned and maintained by the Foundation.

(d) ATVs, UTVs, go-carts and snowmobiles that are operated on the lots, paved streets, roads, or parking lots owned and maintained by the Foundation are subject to impounding.

(e) An operator of any ATVs, UTVs, go-carts and/or snowmobiles on any paved street, road, or parking lot owned and maintained by the Foundation will be considered trespassing. Law enforcement officers will be contacted to determine if any criminal laws were violated.

HIDDEN VALLEY FOUNDATION
Maintenance Committee Agenda
Chair: Tom Sierzega
Board Liaison: Dan Martin

Date: 7-11-25

Time: 3:30 p.m.

Location: SRC, Zoom Conferencing

Members:

Tom Sierzega

Dan Martin

David Oster

David Willard

Chris Yoest

Terry Eddy

John McGrail

George Harakal

Others in attendance (please specify): Brian Hofer

Anna Holloway

Bob Kollar

Updates on FY25 & FY26 Capital Projects/Expenses:

1. Westridge Retaining Wall: JML awarded contract – work completed
2. 2025 Paving Project (EADS Engineering Firm)
 - United Paving awarded contract
 - 22 locations around Hidden Valley for road repair and drainage, as needed
 - Work to commence July 16th/17th
3. Hightop Drainage Project Phase II – work completed
4. Snowfield Dr. Walking Path (multi-year)
 - Multi-Use Pathway Committee walked off and planted flags along Snowfield for proposed walkway from Hightop to Highlands along Snowfield
 - Met with EADS July 8th to prepare baseline specs for design build (materials – stone compaction and asphalt overlay and any drainage issues) to be sent out to bid for spring 2026 for one or two sections of six part project
5. Tree Removal (multi-year) – Zambos continuing to work through list of trees to trim/remove (43 properties)
 - Met with Zambos on July 7th to develop long term plan
6. Truck Replacement – pricing received

Discussion Topics/Projects for Maintenance Committee:

1. Salt Dome (carryover capital project)
 - Appoint committee lead to work with several members to investigate type of structures and options (walls, doors, etc.), the size needed based on usage/needs of the maintenance team, and obtain pricing in order to discuss with committee and then make a recommendation to the board

2. Pavilion

- Paneling Replacement (spring 2026) update
- Enclosure Options (short & long term) update
 - Morton Buildings for options (pavilion is Morton building)
 - Canvas (dropdown covers) – Pike Run can be visited starting in November to see room and effectiveness
 - Garage Doors – Barb Sloan offered meeting at Ligonier CC to view their enclosure
 - Additional options

3. Ponds Dredging (multi-year; long term) update

- Reserve study states needs to begin in 2028
- Currently HVF has a contract for vegetation management with Aquatic Environment

4. Additional Topics/Considerations by Maintenance Committee

Next Meeting Tentative Date: 8/8/25

-Met at maintenance salt storage building. Reviewed site, committee recommended to move forward with project. Sub committee formed to investigate details of structure type, etc. members will be Chris Yoest, Brian Hoffer and John McGrail.

-Paving project to begin next week by Gebhart throughout Hidden Valley consists of repairs to damaged roadways.

-Pavilion update discussed. Terry Eddy and John McGrail checked out site in Ligonier and gave report. Asked if they informed George Harakal of their visit--they had not. Suggested that they contact George and update him as he has taken charge of investigating options for pavilion options for the maintenance committee. Terry and John said that would contact George.

-Discussion regarding starting work on trails. This is the responsibility of the Trail Committee and should be discussed with them as this is not a part of the Maintenance Committee responsibility. It only involves the Maintenance Committee once it has been approved by the board and construction has started.

-Discussed tree cutting activity by Zambo Tree Service. Brian reported that it is on going and they are moving forward with cutting in the new fiscal year. Bob Kollar reported that money has been budgeted for the new year.

Board of Directors Monthly Report
August, 2025

COMMITTEE NAME: Nominating & Leadership Development

Purpose/Mission/Scope of Work: To support the successful sustainable governance of Hidden Valley Foundation by identifying, inviting, mentoring, and recognizing the contributions of homeowner volunteers in various roles of service to the Foundation; from among the volunteers to invite and develop a ballot of qualified candidates to seek open Board seats in each election.

Committee Members: Deb Watson, Larry Castner, Ann Gaudino, Jack Neely,
Chris Umble, Chair Tom Molenda, Board Liaison

A. Discuss status of Goals & Initiatives for 2025

1. Recruitment of new volunteers – There has success in recruiting new volunteers and notably some new leadership candidates. Most recently Audrey Wilcox was approved for Social Rec and J.B. Wilcox for Environmental Landscape Stewardship.
2. Committee's SLRP assignments for 2025 are complete except for :
 - i. conduct the of election cycle, prepare for annual volunteer recognition, and continue to seek and attract new potential future leadership as volunteers.
 - ii. revise the SLRP assignments to exclude pursuit of college/university students for internships. Hidden Valley does not have the staffing levels and the budget to attract and sustain internships.

B. Board Nominations and Election

1. Election Calendar
 - i. Board election page has been updated including three documents have been posted for member use:
 1. BOD FAQ Document
 2. Candidacy Statement form
 3. At-Large Nomination form
 - ii. Nomination period opened July 31, closes September 17.
2. October 4 Meet the Candidates: planning
 - i. Committee decided to sustain the successful format used in 2024.
3. Ballot printing – Umble will review the process and quality control measures with Anna to help ensure no repeat of last year's printing issues.

HIDDEN VALLEY



FOUNDATION, INC.

Recommendations and Actions from Committees in this report are preliminary and subject to discussion and approval by the Board of Directors before their implementation.

COMMITTEE MEETING REPORT

Committee Name: Architectural Control Committee

Committee Mission/Range of Responsibility: Approval of permits for individual homeowners concerning the exterior home property repairs and improvements.

Strategic Objectives: To maintain the quality and consistency of the homeowner's property in Hidden Valley.

Meeting Dates, Time and Location: July 3rd and July 18th 2025 at 9:00 a.m. at SRC 1

Committee members, Board liaisons and HVF staff in attendance or on zoom:

Donna Courson – Co-Chair
Rob Hanlon Co-Chair
Dennis Carroll
John Dickinson
John Eddy
John McGrail
Mike Mikolich
Richard Miller
Sean Walsh
Dan Friday - Board Liaison
Mary Beth McAliley - HVF Staff Member
Ken Pash – HVF Property and Compliance Inspector

Meeting Agenda topics:

1. Permit requests – please see the following pages

Key discussions summary/recommendations:

1. Permit requests – please see the following pages

Action/decisions to be presented to the Board:

1. Permit requests – please see the following pages

Next Month's Meetings: Dates, Time, and Location:

August 1st, August 15th and August 29th 2025 at 9:00 a.m. at SRC 1

**HIDDEN VALLEY FOUNDATION, INC.
ARCHITECTURAL CONTROL COMMITTEE MEETING**

AGENDA

Thursday, July 3, 2025, 9:00 AM

Committee members are Donna Courson - Co-Chairperson, Rob Hanlon - Co-Chairperson, Dennis Carroll, John McGrail, Mike Mikolich, Richard Miller, Sean Walsh, John Dickinson and John Eddy. Board Liaison- Dan Friday.

Review:

1. **Paullet & Eckert- HTH1583- TH- 1583 Snowfield Terrace** - Replace (2) sliding doors and all windows. Windows will be triple pane and bronze exterior. **APPROVED W/RESTRICTIONS. THE COMMITTEE SUGGESTS NEW CONSTRUCTION WINDOWS.PERMIT# 25-149**

2. **Moyer- FW1732- ZLL- 1732 Snowfield Drive** -
 - Repaint exterior siding SW Greenbriar (SW3050)
 - Repaint exterior trim SW Belvedere Tan (SW3002)
 - Repaint front door SW Sequoia (SW3015)
 - Demo existing rear deck and re-build. New deck to have TREX surface (toasted sand color), railing to be SW Spicewood (SW3021), and the size of the deck to be expanded in the back corner to make a right angle along the side of the home. **APPROVED W/ RESTRICTIONS. DECK TO BE INSTALLED PER MFGS. SPECS...HOMEOWNER TO PROVIDE A DETAIL OF THE PROPOSED RAILING. PERMIT #25-150**

3. **Courson- HTS551- TH - 551 Pine Court** - Replace existing storm door with a bronze Larson Tradewinds full view storm door. Same size, same color, different style. **DEFERRED.NO LETTER NEEDED.**

4. **Stepnick- SRT1940- TH - 1940 South Ridge Way** - Replace roof with CertainTeed Landmark Colonial Slate shingles. **APPROVED W/ RESTRICTIONS.SITE TO BE CLEANED DAILY. DUMPSTER REQUIRED. PERMIT # 25-151**

5. **Stepnick- SRT1940- TH -1940 South Ridge Way** - Power wash and re-stain deck Sherwin Willimas Spicewood (SW3021). **APPROVED. PERMIT # 25-152**

6. **Zealand- VV60- TH - 60 Valleyview Drive** - Install new Fujitsu 12,000 BTU split system, including a new dedicated electrical circuit. **APPROVED W/ RESTRICTIONS. DUCTWORK REQUIRED TO PAINTED THE SAME COLOR AS THE TOWNHOUSE SIDING. PERMIT #25-153**

7. **Cohen- FW1771- SFH- 1771 Hightop Drive** -
 - Remove (4) dead Norwegian Spruce trees and (1) unknown type tree.
 - Plant (1) Japanese Maple & (1) Red-Osier Dogwood.
 - Plant (4) Rhododendron, and 4-5 Hydrangea. **APPROVED W/ RESTRICTIONS.HOMEOWNER TO PROVIDE WRITTEN REPORT FROM ZAMBO'S VERIFYING THE CONDITION OF THE PROPOSED TREES. PERMIT # 25-154**

8. **Hadley- ER1803- TH- 1803 Eagles Ridge Ct.**- Replace (6) windows with white exterior new construction 2-panel sliding windows. **APPROVED. PERMIT # 25-155**

9. Hadley- ER1803- TH- 1803 Eagles Ridge Ct.- Install 5-inch gutter with gutter guard on front of unit. **APPROVED W/ RESTRICTIONS. RAIN DIVERTERS REQUIRED AT DISCHARGE POINT OF DOWNSPOUTS. PERMIT # 25-156**
10. Yoest- P3B189 - SFH- 189 Ridgeview Rd. - Remove (6) dead/dying cherry trees. Trim several other trees shading the house roof causing moss to grow. **DEFERRED. AN ARBORIST REPORT IS REQUIRED TO VERIFY CONDITION OF THE TREES AND THEIR DISTANCE FROM THE HOME.**
11. Earley- FW1766- ZLL- 1766 Greenfield Terrace -
 - Install (1) 8' section of privacy fence in front of an existing hot tub.
 - Replace a broken swinging gate with a new gate, same size & style. **APPROVED. PERMIT #25-157**
12. Allan- OHV202- SFH- 202 Imperial Road - Stain the wooden area around the hot tub, railing, and adjacent deck with Sherwin Williams Grey Stone (DD3124). **APPROVED. PERMIT #25-158**
13. Fla.Forest Trust- OHV214- SFH- 214 Imperial Road - Remove approximately (10) smaller trees and (12) larger trees surrounding the home, to prevent damages to owner's and neighboring properties. **DEFERRED. AN ARBORIST REPORT IS REQUIRED TO VERIFY THE CONDITION OF THE TREES AND THEIR DISTANCE FROM THE HOME.**
14. Teneyck- ER1821- TH- 1821 Eagles Ridge Terrace -
 - Replace damaged siding around chimney and on privacy wall. Siding to be painted Sherwin Williams Peppercorn (SW7674).
 - Replace flashing around chimney. **APPROVED. PERMIT #25-159**
15. VJS Properties- SRT1942- TH- 1942 South Ridge Way - Replace deck boards with 2x6 processed lumber, same as existing. Stain new boards Sherwin Williams Spicewood (SW3021). **APPROVED W/ RESTRICTIONS. THE COMMITTEE RECOMMENDS CHECKING THE DECK JOIST HANGERS DURING THE REPLACEMENT OF THE FLOORBOARDS. PERMIT # 25-160**
16. Anderson- P3B664- SFH- 664 Gardner Rd. - Tear down a small shed attached to the rear of the house. **APPROVED W/ RESTRICTIONS. DEBRIS MUST BE TAKEN OFF PROPERTY AND DISPOSED OF PROPERLY. PERMIT EXPIRES Aug. 15, 2025. PERMIT #25-161**

Item For Discussion

Opperman- LV10- TH- 10 Lakeview Drive - The homeowner was issued a permit to re-paint her unit and replace any rotted siding discovered during the painting process. The contractor states the original siding material is no longer available and is looking for direction on a suitable replacement. A sample / samples are supposed to be delivered to the Foundation office for ACC review. The original permit can be amended to indicate replacement siding material, once approved.

Next ACC meeting is scheduled for Friday, July 18, 2025, at 9 AM

**HIDDEN VALLEY FOUNDATION, INC.
ARCHITECTURAL CONTROL COMMITTEE MEETING**

AGENDA

Friday, July 18, 2025, 9:00 AM

Committee members are Donna Courson - Co-Chairperson, Rob Hanlon - Co-Chairperson, Dennis Carroll, John McGrail, Mike Mikolich, Richard Miller, Sean Walsh, John Dickinson and John Eddy. Board Liaison- Dan Friday.

Review:

1. **Pool- SNFLD1625- TH - 1625 Snowfield Way** -
 - Remove and replace all front and gable siding with LP SmartSiding.
 - Remove and replace damaged siding in rear and replace with cedar lap siding.
 - Tyvek House Wrap to be installed prior to siding installation.
 - Remove and replace trim.
 - Prime and paint all siding SW Peppercorn (SW7674) and trim SW Greek Villa (SW7551).
APPROVED...PERMIT #25-163

2. **Summers- HTH1513- TH - 1513 Tailor Way** - Replace existing concrete walkway with asphalt.
APPROVED...PERMIT # 25-164

3. **Weimer- HTS531- TH - 531 Kooser Circle** - Replace an existing chimney system with a Metalbest 6" Ultra-Temp stainless steel prefabricated chimney. **APPROVED.PIPE ABOVE THE ROOF DOES NOT REQUIRE PAINTING...PERMIT # 25-165**

4. **Kennedy- STWD2343- SFH- 2343 South Ridge Dr.** - Repair / replace exterior non-structural stonework on the rear foundation. **APPROVED...PERMIT # 25-166**

5. **Papas- RVW144- SFH - 144 Ridgeview Road** -
 - Repair holes made by carpenter bees on (3) exterior cedar ceilings.
 - Ceilings then primed with SW Quick Dry Stain Blocking Primer.
 - Ceilings finish painting with SW Colonial Revival Stone (SW2827). **APPROVED.PERMIT # 25-167**

6. **Fisher- LVW20 - TH- 20 Craighead Dr** - Replace damaged / rotting siding and repaint with SW Backdrop (SW7025). **APPROVED...PERMIT # 25-168**

7. **Pardini- HTS512 - TH- 512 Kooser Circle** -
 - Repaint exterior of the townhouse with SW Rookwood Dark Green (SW2816), replacing rotted siding boards as needed.
 - Install gutters on the front and rear of the townhouse. **APPROVED W/ RESTRICTIONS. SPLASH PADS REQUIRED AT DOWNSPOUT DISCHARGE LOCATIONS.PERMIT # 25-169**

8. **Giraldi- HTS513- TH- 513 Kooser Circle** - Replace (1) one piece of siding located on the side of the townhouse. Siding to be painted SW Rookwood Dark Green (SW2816). **APPROVED W/ RESTRICTIONS.THE ACC REQUIRES THE ENTIRE SIDE OF THE UNIT BE REPAIRED AND RE-PAINTED, NOT JUST (1) BOARD...PERMIT # 25-170**

9. **Wilcox- STWD2334 - SFH- 2334 So. Ridge Drive** -

- Expand the concrete patio in the back yard by 8' in (2) directions.
 - Add an in-ground fire pit off the expanded patio.
 - Add a hot tub on the new patio.
 - Remove several small trees just beyond the back fence. Trees are small and will be replaced. **APPROVED W/ RESTRICTIONS.HOMEOWNER TO LIST ALL SUBCONTRACTORS. ELECTRICAL WORK TO BE DONE BY A LICENSED ELECTRICIAN. FIRE PIT APPROVED AT ORIGINAL LOCATION INDICATED ON THE APPLICATION AND NOT OUTSIDE THE FENCE. TREE REMOVAL MUST BE WITHIN THE PROPERTY LINES. PERMIT # 25-171.**
10. Toth- OHV216- SFH- 216 Imperial Road - Removal of (3) trees on property. **APPROVED W/ RESTRICTIONS.THE ACC REQUIRES A LETTER FROM PAUL BUNYAN ADDRESSING THE HEALTH OF THE PROPOSED TREES. PERMIT #25-172**
11. Dickinson- WVV159 - SFH- 159 Westview Dr. - Place a 3' x 7' earthen tone storage shed on a concrete porch pad at the basement level, facing the forest. Not viewable from the front or sides of the house. **APPROVED...PERMIT #25-173**
12. Miller- SRT1944- TH- 1944 South Ridge Way - Exterior painting of entire townhouse:
- Siding - Sherwin Williams Cypress Moss (SW3041)
 - Trim - Sherwin Williams Woodland (SW3042) **APPROVED W/ RESTRICTIONS. CONSTRUCTION DEBRIS TO BE REMOVED DAILY...PERMIT #25-174**
13. DeSantis- SNFLD1610- TH- 1610 Snowfield Court - Replace (1) first floor front window in kind with a white exterior sliding window. Same exact style. **APPROVED.THE ACC RECOMMENDS NEW CONSTRUCTION WINDOWS.PERMIT #25-175**
14. Shambach- HGHCONDO1210- CONDO- 1210 Forbes Lane -
- Replace (4) windows with Andersen bronze exterior sliding windows.
 - Replace the patio door with a bronze exterior Andersen sliding patio door.
 - Replace front entry door with a fiberglass pre-hung door with 6 glass panels, per the condo association requirements. Door to be painted SW Spicewood (SW3021). **APPROVED.PERMIT # 25-176**
15. Burkley- SNFLD1608- TH- 1608 Snowfield Court - Replace all windows on the townhouse (total of 5) in kind with white exterior sliding windows. Same exact style. **APPROVED W/ RESTRICTIONS. DEBRIS TO BE REMOVED OFF SITE.THE ACC RECOMMENDS NEW CONSTRUCTION WINDOWS. PERMIT # 25-177**
16. Bartolomucci- OHV327- SFH- 327 Lake Road - Replace existing deck railing in kind using pressure treated lumber. The design, size, and style will remain the same. Railing to eventually be painted once the PRT dries out. **APPROVED. PERMIT # 25-178**
17. Quin- ER1807- TH- 1807 Eagles Ridge Court -
- Resurface (3) exterior decks with TimberTech Coconut Husk composite decking.

- Replace railings on front deck/porch and upper rear deck with metal picket hand railings including the top boards being TimberTech Coconut Husk material. **APPROVED W/ RESTRICTIONS. THE ACC DENIED THE VERTICAL METAL RAILINGS.REPLACEMENT RAILINGS MUST MATCH EXISTING AND BE CODE COMPLIANT...PERMIT # 25-179**
18. Duwall- PINES2409- ZLL- 2409 South Ridge Place - New black metal roof. An ACC permit was issued in March for a new roof with Owens Corning Brownwood shingles. The homeowner now wants to install a black metal roof. **DEFERRED. THE ACC DENIED THE BLACK ROOF, RECOMMEND RE-SUBMITTING AN EARTH TONE COLOR AND REQUIRE A SAMPLE OF THE NEW COLOR.**
 19. Moats- FW1723 - ZLL- 1723 Snowfield Run - Install 5” gutter and associated downspout over awning on rear deck. Gutter and downspout to be painted Pebblestone Clay to match the trim. **APPROVED W/ RESTRICTIONS. A SPLASH PAD IS REQUIRED AT THE DOWNSPOUT DISCHARGE POINT. PERMIT # 25-180**
 20. Pool- SNFLD1625- TH- 1625 Snowfield Way - Replace (6) windows in kind with white exterior sliding windows. **WINDOWS TO BE SAME STYLE, SAME COLOR AS REST OF THE BUILDING. THE ACC RECOMMENDS NEW CONSTRUCTION WINDOWS.PERMIT # 25-181**
 21. Fla.Forest Trust- OHV214- SFH- 214 Imperial Road - DEFERRED FROM THE JULY 3 MEETING. Remove approximately (10) smaller trees and (12) larger trees surrounding the home, to prevent damage to owners and neighboring properties. THE RESPONSE FROM THE HOMEOWNER IS ATTACHED. **DEFERRED...DONNA TO TALK TO ANNA ABOUT GETTING AN OPINION FROM THE hv ARBORIST (ZAMBO’S TREE SERVICE).**

ITEM FOR DISCUSSION

Bugel- HTH1466-TH-1466 Gebhart Way - This application for a roof over the rear deck was deferred in April. A final decision on roofs over decks from the Committee would be helpful, as we need something to tell the homeowner, who has been inquiring about the status of his application. The original application, as well as the deferral letter is attached.

Next ACC meeting is scheduled for Friday, Aug.1, 2025, at 9 AM



HIDDEN VALLEY FOUNDATION, INC.

Recommendations and Actions from Committees in this report are preliminary and subject to discussion and approval by the Board of Directors before their implementation.

COMMITTEE MEETING REPORT

Committee Name: Community Safety & Security

Committee Mission/Range of Responsibility:

Safety and security is routinely identified as the top-ranked service by the All Member Survey. The mission of the Community Safety Committee is to plan for and meet the safety challenges of our community today and in the foreseeable future.

Strategic Objectives:

Improve emergency response times to health emergencies, develop catastrophic emergency operations plan, improve community safety, enforce safety/security policy compliance, support forestry stewardship and fire safety.

Meeting Date/Time:

July 21, 2025

Committee members, Board liaisons and HVF staff in attendance:

John Eddy, Chris Lindberg, Walt Stoy, Dave Waldschmidt, Steve Gonzalez, Bev Zern, Pat McGrail, Dan Martin, Bob Kollar, Anna Holloway

Also in attendance: Chief Justin Walker and Jason Paugh of Bakersville VFD

Meeting Agenda topics:

1. Bakersville VFD post-mortem from Veech Lane fire, future water sourcing and other recommendations
2. Purchase of new AEDs
3. Planning for September Fire Safety Community Presentation

Key discussions summary/recommendations:

1. Bakersville VFD recommendations:
 - a. Fire hydrants should be color-coded to indicate water output
 - b. Vehicles should be prevented from driving over outstretched fire hoses
 - c. HV volunteers to provide traffic assistance as roads are not familiar to firefighters
 - d. When present, Bakerville VFD is in-charge of operation, all other personnel, bystanders, etc. defer to them
 - e. Over-spray from snow makers onto Gardner Road creates hazardous conditions and needs to be addressed

- f. Fire response will always include a number of tanker trucks, refilled at Pioneer Park Campground lake.
 - g. HV ponds can be dredged, but fire company will not source water from a pond less than 15,000 gallons. Larger ponds could be outfitted to be dry hydrants.
2. The Safety Committee is researching the Avive line of AEDs and will be providing the Board information on functionality and pricing in the future.
 3. Safety Committee, in conjunction with MARCOM, will schedule a fire safety event for the community in September. Fire extinguishers will be offered at a discount rate.

Action/decisions to be presented to the Board:

1. We ask that the Board discuss the Gardner Road over-spray issue with Vale to prevent the ice/snow build up causing hazardous road conditions.

Next Meeting:

September 8, 2025, 6:00 pm

MEETING MINUTES – JULY 18, 2025

COMMITTEE NAME: **Environmental Stewardship and Landscape**

Purpose/Mission/Scope of Work: To protect and enhance our natural environment by maintaining stewardship of our forest and landscape with sustainable forestry practices through the establishment of an integrated landscape and stewardship program for the Hidden Valley Community.

Strategic Objectives:

Status	Committee	5,3,1 Goals
Complete	Environmental & Landscape Stewardship	Homeowner Value 4. Consolidate oversight of landscaping, forestry and groundwater management within an assigned committee/HFV function
Not Started	Environmental & Landscape Stewardship	Homeowner Value 4. Create an integrated “Landscape Stewardship Plan” pulling together the arborist study and stormwater management recommendations, with prioritized common area and neighborhood landscaping initiatives
In Progress	Environmental & Landscape Stewardship	Homeowner Value 4. Update Tree removal Policy as needed to support Stewardship Plan.
Not Started	Environmental & Landscape Stewardship	Quality of Life 2. Coordinate with landscaping to maintain green environment of overall community
Not started	Environmental & Landscape Stewardship	Safety & Security 4. Continue to implement best forestry practices detailed in the forestry consultant's report

Committee Members: Tom Sierzega, Alicia Bitzer, Rick Etling, Dan Friday, Donna Hall, Gretchen Love, Linda Lackey, Bob Kollar - Board Liaison

Meeting Date: July 18, 2025

- A. Committee continued work on revisions to ‘Tree Removal Policy’ and will continue review at the August committee meeting.
- B. Committee identified the need to review current ACC Permit Application and the Forester’s Report with the intention of bringing alignment between those documents and our proposed Tree Removal Policy.
- C. Next Committee Meeting – August 15th, 4:00 pm

Agenda items for August Meeting:

- 1. Review ACC Permit Application related to Landscaping and Tree Removal.
- 2. Review Forester’s Report and make any needed adjustments to the proposed Tree Removal Policy.
- 3. Continue review and edit of the proposed Tree Removal Policy



HIDDEN VALLEY FOUNDATION, INC.

Recommendations and Actions from Committees in this report are preliminary and subject to discussion and approval by the Board of Directors before their implementation.

COMMITTEE MEETING REPORT

Committee Name: Rental Impact Team

Committee Mission/Range of Responsibility:

Mission Statement as part of SLRP 2025

“Understand the trajectory of rental activity, capitalize on the marketing or other opportunity that rentals provide, and mitigate any adverse impacts of renter behaviors”

Team evaluating the need to change/revise statement as laid out above.

Strategic Objectives:

- 1. Understanding rentals impact on the community**
 - a. The good, the bad, and the ugly
 - b. Goal is to be fact and data driven
 - i. Dealing with individual issues, not generalizations
 - c. Review of data on rentals
 - i. Number of rentals in community (estimated)
 - ii. Impact on community
 1. Strain on resources/interactions with security
 - a. Widespread or isolated
- 2. Communication Channel to Rental Owners**
 - a. Discuss use of Slack or Other Tool

Meeting Date/Time: July 17, 2025 6:30 PM

Committee members, Board liaisons and HVF staff in attendance:

1. Pat Sweeney
2. Hayden Blazer (via zoom)
3. Tom Supa
4. Tom Molenda, HVF Board Liason (Via Zoom)
5. Michelle Stepnick
6. John Dickinson
7. Wendy Gonzalez (Via Zoom)
8. Michael Baker

Meeting Agenda topics:

1. Introductions (new members)

- a. Your background and why you agreed to be on this committee
- b. What would you like to see this group accomplish?

2. Incident Report Review

- a. Tom S. & Michelle to report results of review of data from May meeting
 - i. Months reviewed?
 - ii. Recurring themes?
- b. Determine process for capturing summarizing data reviewed to date
 - i. Data should reflect incident breakdown between renter and non-renter pre and post Rental Policy implementation August 2024.
- c. Review Rentor Involved Security Interactions May & June 2025 (5 total)

3. Unit Rental Policy (40) Review

- a. Review all submitted written comments from the team
- b. Summarize key themes/suggestions
 - i. Determine which if any should be brought to HVF Board for additional discussion

4. Rental Homeowners Communication Tool

- a. Hayden to provide update on creation of slack channel for rental owners
- b. Discuss ways to recruit individuals to this channel
 - i. Clarify this is independent of HVF or any board

5. Future Meetings

- a. Determine future meetings cadence while remaining incident reports are reviewed, and the slack channel communication is built out
 - i. Should we move every other month through year-end

Key discussions summary/recommendations:

- 1. Continued Review of Incident Reports on a detailed level
 - a. Michelle Stepnick & Tom Supa reviewed activity from 2024 through early 2025
 - i. Committed to looking at data for summer 2025 for a year over year comparable between 2024 (pre-rental policy) and 2025 (post implementation)
 - 1. Preliminary data review trends towards a reduction in incidents involving rental units year over year
- 2. Reviewed the rental team's feedback related to Unit Policy Rental (40) to determine any recommended changes
 - a. Main takeaway by members was the policy should explicitly state the intention to provide a warning prior to proceeding to the fine schedule.

3. Hayden Blazer presented the rental community slack channel that was created
 - a. Previewed the various landing pages
 - i. Rental Team specific
 - ii. Rental Homeowner specific
 - b. Discussed where and how we recruit more rental homeowners to join the slack channel.
4. As a group, we decided to cancel the August meeting to allow further review of the incident reports and to continue to identify rental homeowners to join the rental slack community page

Action/decisions to be presented to the Board:

Suggest a revision to the Rental Unit Policy that explicitly states the intent to provide a warning prior to proceeding to fine schedule outline. Except in cases where a violation already results in a fine as per **Exhibit B Uniform Enforcement Policy (Fee Schedule)** i.e., Fireworks.

Next Meeting: September 18, 2025.



Memo

To: Anna Holloway – Hidden Valley Foundation
From: Michael Meyers, Site Supervisor – Securitas Security Services
Date: August 12, 2025
RE: Security Summary Report – July 2025

Phone / In-person assist breakdown in July 2025

Client Assist – 63	Guest Assists – 17
Homeowner Assists – 38	Motorist Assists – 1
Animal Complaints/Concerns – 5	Miscellaneous Calls – 0
Parking Related Concerns/Complaints – 5	Noise Complaints – 3
Salt Deliveries – 0	

There were a total of 74 Incident Reports for July 2025

Animal Complaints – 5	Parking Violation – 9
Covenant Violation – 3	Pool Incident – 3
Damage to Foundation Property – 1	Recovered Property – 1
Damage to Homeowner Property – 3	Residential Alarm – 1
Fireworks – 2	Safety Hazard – 1
Homeowner Assist – 3	Tree Down – 1
Improper Disposal – 19	Unauthorized Alteration of Property – 1
Informational – 1	Unauthorized Entry – 2
Lights Out – 7	Vehicle Accident – 1
Medical Assist – 3	Water Leak (Residential) - 4
Noise Complaint/Noxious Behavior – 3	

Pennsylvania State Police were on property a total of **0 times in July 2025,

Pennsylvania State Police called for Security Assistance **1 times in July 2025

Securitas Security patrolled a total of **2,275** miles in July 2025

Thank you, **Michael P. Meyers**



HIDDEN VALLEY FOUNDATION, INC.

POLICY NAME: Unit Rental

POLICY NUMBER: 40

ORIGINAL DATE ISSUED: January 19, 2018

REVISIONS: August 17, 2024

PURPOSE: To establish a Rental Policy, inclusive of rules and regulations governing unit rentals and conforming the interests of homeowners who rent their units to third parties and the interests of those homeowners who choose not to engage in third-party rentals. This policy shall apply to rentals of all duration.

AUTHORITY: Hidden Valley Foundation Bylaws (“Bylaws”), Articles IX and Article III, Section 7; Hidden Valley Foundation Conditions, Covenants and Restrictions, (“CC&Rs”) Article VIII, Section 20 and Article VIII, Section 12.

POLICY STATEMENT: For purposes of this policy, no rentals are permitted for less than a three (3) day/two (2) night stay e.g., Tenant arrives Friday and departs on Sunday or later with a minimum of two overnight stays.

Rules Governing Unit Rentals:

1. Hidden Valley Homeowners (“HVH or” HVHs”) shall inform Tenants that the rental property is in a Homeowners Association (HOA) not a resort. Tenants are obliged to adhere to the rules of the HOA.
2. HVHs shall provide Tenants with a copy of the current Unit Owner and Resident House Rules Handbook (“House Rules Handbook”) and affix the brief summary of the rules on the refrigerator. It is recommended that HVHs who rent require each Tenant to sign an acknowledgment in the form attached confirming that they have received a copy of the House Rules Handbook provided by the unit owner or include in the rental agreement an obligation to adhere to the rules in the House Rules Handbook.
3. HVH are responsible for the conduct of their Tenants, their Tenants’ pets, and their Tenants’ guests at all times. In the event that a Tenant is determined to have violated any of the Foundation Rules and Regulations as included in the House Rules Handbook, the unit owner shall be responsible for payment of all fines and penalties that are assessed as a result of a Tenant’s conduct.
4. Fines and Penalties for violations by a Tenant of an HVH:
 - 1st Offense-\$250.00 Fine
 - 2nd Offense-\$500.00 Fine
 - 3rd Offense, or any subsequent Offense-\$1,000.00 fine and shall result in suspension of the Homeowner’s right to rent its unit for a period of 30 days.

The foregoing fines and penalties shall be assessed against the unit owner, regardless of whether the same Tenant engages in the offense.

If the homeowner is found to have rented a unit during a period of suspension, a fine of \$1,000.00 shall be assessed against the unit owner. If the Foundation becomes aware of this violation, the thirty-day suspension period will reset and run from the date that the violation is confirmed by the Foundation. Homeowner's access to Foundation amenities, i.e., swimming pools, tennis and pickleball courts, pavilion, etc. shall also be suspended during the period of the suspension.

5. All fines assessed that remain unpaid will be subject to the Foundation's normal collection process which shall include the assessment of finance charges, and all additional fees and costs incurred by the Foundation as part of the collection process.
6. If the Pennsylvania State Police are called for any violation or misconduct, all fines shall be increased by \$250.00, and in the event that the Pennsylvania State Police are called for a third offense, the period of suspension shall be increased by 15 days.
7. In the event that a Tenant is found to have engaged in criminal conduct of any kind, the Foundation and/or Security shall refer such activity to the Pennsylvania State Police for action. The HVH will be notified and will be required to terminate their rental agreement with a Tenant immediately.
8. If a HVH has received a Notice of Violation from the Foundation for a property condition of any type, such as moss on siding, deteriorating siding/roof, failure to paint, broken windows, etc., that property will not be permitted to be rented until the condition is remediated and signed off by the Foundation Office as completed.
9. Unit keys or code access relating to unit rentals must be managed directly by the homeowner. The Foundation office will not issue keys to Tenants.
10. Owners who rent their units should also be aware that they may be subject to the County of Somerset Hotel Room Rental Tax, which applies to all transient rentals (i.e., rentals of less than 30 days). Further information can be obtained from the Somerset County Treasurer's Office website.
11. If a unit owner who has previously been fined incurs no additional fines within a subsequent 365-day period, the fine schedule shall revert to that which is stipulated in point #4 of this policy.