

2025 Heritage Valley Village Services Association (HVVSA) Annual Meeting ~ May 14, 2025

The Annual Meeting of the Heritage Valley Village Services Association was held on May 14, 2025 at the Church of the Nazarene Offices. Board members present were: Erin Sasche (President), Jamie Wright (Vice President), Kelsey Moore (Treasurer), Nancy Rosene (Secretary), Susan Anduskey (Member at Large), Ryan Vanderlugt (Member at Large), Julia Blahnik (Member at Large). PP NW, Inc. representative, Tina Fleming, attended and 12 residents were present.

The meeting was called to order at 7:04 p.m. by President Erin Sasche. Board members introduced themselves and stated their position.

Standing Reports

• Secretary's Report:

- A copy of the 2024 Heritage Valley Village Services Association Annual Meeting Minutes were distributed to meeting attendees as they entered the meeting room. Erin asked if there was a motion to approve them. Motion was made by Ron Collins, seconded by Jennifer Hora and passed.

• Treasurer's Report:

- Kelsey asked attendees if they were familiar with the setup of the Association in terms of the multiple Associations. Several attendees indicated they were no, so Kelsey explained the Board and this Annual Meeting represent the Heritage Valley Village Services Association, Inc. It is an umbrella Association that encompasses Olde Towne, three condominium complexes, and all the single family homes. Underneath Heritage Valley Village Services Association, there are five Associations. They are the three condominium Associations, the Olde Towne Association, and the Brookside Association (which is a subset of the single family homes).
- Kelsey explained 40 years ago when the community was developed and built, the contractor exempted some of the single family homes. This exemption is why you see on the Financial Summary and Report (see attached) the terms of "INS" (units subject to pay dues) and "OUTS" (units not required to pay dues). Kelsey said that in the three condominium complexes and Olde Towne, there are 227 households. Single family households total 269. Of that 269 households, 123 are "INS" and 146 are "OUTS."
- On advice of the Association Lawyer, this year HVVSA Inc's. management company, PP NW, Inc. (PPNW), sent out invoices requesting HVVSA fees from the "INS" of \$146 and asking for a donation in the same amount to the HVVSA from the "OUTS."

Kelsey maintained that there are a number of residents who are not required to pay fees that do pay, but not everybody. This makes an amount of \$20,148 per year of fees **not** assured to the Association.

- Kelsey presented the Financial Summary:

Checking Account Balance (ending 4/30):	\$32,602.62
Money Market Account Balance (ending 4/30):	\$13,970.76
CD Balance (ending 4/30):	\$10,143.32

- Attendees were provided with a detailed Profit and Loss Statement for January 2024 - December 2024. Kelsey explained that a decision was made by the Board to be more conservative with the budget this year after analysis of the last three years of P&L statements and considering higher than normal expenses along with lower than normal income last year. Attendees were presented with a detailed 2025 Budget.
- A motion to accept the Treasurer's Report was made by Ron Collins, seconded by Mary Sandberg and passed.

Grounds Report

- Erin shared that our long-time groundskeeper, Dan FitzGerald, is very ill and no longer able to perform his duties. The Board is currently looking for someone to fill the vacant position.
Erin introduced Jamie for the Grounds Report. Jamie praised the volunteer efforts of Dan FitzGerald and the savings they provided. Dan has saved the Association thousands of dollars by personally undertaking the cleanup and maintenance of our community's open property areas, signage, playground, lakeside park, shelter and picnic tables.
In terms of grounds, Jamie reported that an action item for the Board is to determine how to proceed without Dan's voluntary efforts. A big part of the budget goes to groundskeeping. Jamie stated there was a tremendous amount of volunteer work done on Lake Heritage last year. The shoreline in several places was shored up with stone to prevent erosion, and the beach area was graded. Similar work is being and will continue to be done this year.
- Jamie reported the pavilion needs repairs. The roof, siding, and fascia boards need to be replaced. At the request of HVVSA, PPNW coordinated with NIPSCO to run electrical service to the shelter and plans are in progress to add light fixtures and power outlets. The Board would like to do these repairs and modernizations and rename the shelter the Dan FitzGerald Pavilion honor Dan for all his services to our community. Since these expenses are not in the 2025 budget, several attendees suggested community awareness campaigns to collect donations along with volunteerism to complete the pavilion project and to help with the maintenance expenses.
- Tilapia, the fish that help to clean the pond of algae, aquatic plants, and detritus, will be restocked the end of May.
- A resident questioned how many lakeside residents pay HOA fees. It continues to be a source of frustration for fee-paying residents that non-paying residents can take advantage of amenities like the lake.
- An attendee asked if there isn't some way to incentivize residents to pay or donate fees. Several suggestions were made. For example, cheaper negotiated rates on garbage and yard waste pickup for fee-paying residents. Another suggestion was to host community awareness events to encourage "OUTS" to pay fees. The Board accepted an action item to take all suggestions into consideration.
- There was discussion among attendees and the Board regarding the high cost of maintaining the lake. Jamie explained there is a five-year budget/plan to take the money spent on chemicals and use it for more sustainable and natural ways to maintain the lake so money spent on chemicals can go to other things. There was consensus on how important it is to maintain

amenities that sustain home values and how reasonable HOA fees are. Although raises are only 6 percent, a resident voiced concern about those on a tight budget. It is important for all residents to pay their fees and, therefore, keep increases to fees at a minimum.

Old Business

• Procedures for New Structures in Heritage Valley

- Erin reported residents have constructed fences on Heritage Valley property. She said it is important for people planning on putting up a new structure, for example a fence or shed on their property, to report their plans to PPNW. Kelsey explained we ask residents to get a survey prior to any new construction to be assured they are not accidentally encroaching on Heritage Valley property. If they take these precautions prior to building, it could prevent costly remediation in the future.

New Business

• Heritage Valley Annual Yard Sale

- Erin reminded attendees the Annual Heritage Valley Subdivision-wide Garage Sale is scheduled for Saturday, May 17, 8 a.m. - 2 p.m.. Kelsey reported two new feather flags had been purchased to be placed at the entrances to advertise the event.

• Court Parties

- Erin announced that a Heritage Valley resident was implementing Wine and Caviar Court Parties on dates and court locations to be announced with the idea to build community by coming together for fun and refreshments. More information on this to come via social media.

• Association's Governing Documentation Related to Exempt Residential Units

- Erin explained the Heritage Valley HOA had engaged an attorney to conduct a legal review of the residential units (single-family homes, patio homes, condos) and their standing as members of the HVVSA. The review resulted in a clear picture of which residential units were "IN" the Association and those that were "OUT."
- Kelsey said the review also clarified that when a Home Owner commits to joining HVVSA, they are actually assigning the property to become part of the Association making that address forever in the HVVSA even if the signing property owner leaves and the property is sold to someone else.
- The Board also learned fee solicitation to exempt properties should be made in the form of a donation. Consequently, via U.S. Mail this year, PPNW sent all single family homes an invoice with an attached status letter stating their home was 'IN' or 'OUT.' If exempt, the first paragraph of the statement read:

"Your home is considered an 'OUT,' which means dues are on a voluntary basis."

Open Discussion/Questions

Q: A resident asked what is happening with the grassy area where the tennis court was. Would it be possible to turn it into a dog park? Why is there a container parked there.

A: Tina explained that property belongs to Cotter's Mill. She said PPNW, that manages Cotter's Mill, and the Cotter's Mill Association have no current plans for that area. They

had explored the possibilities of using that area for a dog park or selling it to a contractor for construction of another condominium unit, but they have decided to focus on other areas in Cotter's Mill. The container holds electrical boxes to be used for electrical renovations in Cotter's Mill. Work starts in two weeks.

Q: A resident questioned if anything has been done about homes in the subdivision that are not being maintained. They said they have considered putting a letter in the home owners mailbox.

A: Tina advised not to use the mailbox, which is against the law. It could be mailed or placed elsewhere. Kelsey said we have written letters in the past to problematic properties without success.

Q: Erin brought up the new Culver's Restaurant development at Thornapple and Rte. 30. Residents questioned the Planning Commission meeting that was posted. Residents were particularly concerned about the traffic flow.

A: Tina said the Planning Commission meeting was delayed. It is being held on May 20. She explained the meeting is only to consider ordinance variances the builder is requesting. She advised not to go to the meeting in hopes of changing any of the existing plans. She said the best thing to do at this point is to contact the County if and when any issues arise.

Q: Several resident attendees asked what the exact process is to become part of the HVVSA.

A: Kelsey explained a current owner of an exempted property can sign a Notice of Intention to make that property part of the Association, agreeing to abide by Association rules and paying any associated fees. The form must be signed by the owner, notarized and sent to the County Recorder's office to formally document the property as part of the Association for perpetuity.

Election of Board Members

Erin announced we currently have three terms ending for current Board members. Kelsey reported term limits for a Heritage Valley West spot currently held by Erin, a Heritage Valley East spot currently held by Julia, and the At Large Position held by Nancy. All three are up for re-election. There are also two vacancies for Olde Towne At Large positions that have been vacant for some time. The Board is seeking applications for these.

Nominations from the floor were made as follows:

- Being no other nominations, Kelsey Moore nominated Erin Sasche to the position of Heritage Valley West Member at Large/President, it was seconded by Susan Anduskey and passed.
- Being no other nominations, Jamie Wright nominated Julia Blahnik to the position of Heritage Valley East Member at Large, it was seconded by Susan Anduskey and passed.
- Being no other nominations, Nancy Rosene was nominated to the position of Heritage Valley Member at Large/Secretary by Kelsey Moore, it was seconded by Erin Sasche and passed.

Being no other business, Erin thanked people for attending and made a motion to close the meeting at 8:13 p.m. It was seconded by Jamie and passed.

The next date for the Annual Meeting of the Heritage Valley Village Services Association will be announced in a letter included with the HOA billing statements in May 2026.

**Heritage Valley Village Services Association
2025 Annual Residents' Meeting
Financial Report**

Section	Annual Dues per Household	Units
Condos/Olde Towne	\$ 73.00	227
Single Family*	\$ 146.00	269
Total Units		496

***Number of "Ins"** (units required to pay dues): 123

***Number of "Outs"** (units not required to pay dues): 146

Checking Account Balance (ending 4/30): \$ 32,602.62

Money Market Account Balance (ending 4/30): \$ 13,970.76

CD Balance (ending 4/30): \$ 10,143.32

*At the inception of Heritage Valley, the subdivision was set up in such a way that some single family homes were required to pay dues to the HOA. Other houses were exempted by the developer. We greatly appreciate all residents that contribute into the HOA fund, specifically those who are not required to but who do so anyways. Thank you!

2025 Budget

Income		38,000.00
Expenses		
Advertising	Garage sale	30.00
Contract Labor	Paving, street sign installation, etc.	-
Utilities	NIPSCO (street lights)	2,000.00
Events	Annual block party	600.00
Insurance	Liability insurance	3,100.00
Landscaping	Tree removal, entrance landscaping, etc.	6,550.00
Lawn Care	Lawn mowing, weed removal, etc.	8,700.00
Legal	Legal fees	2,100.00
Management Fee	PPNW	6,000.00
Pond Maintenance	Fish, treatment chemicals, supplies	6,800.00
Postage/Office	Bi-annual mailings (copies, postage, etc.)	1,000.00
Supplies	Street signs, playground equipment , misc. supplies	1,000.00
Taxes & Licenses	Annual taxes	120.00
Total Expenses		38,000.00