

## **Green Hills HOA**

### **February 10th 2026 Board Meeting**

#### **Board Meeting**

Date: 02/10/2026 at 7:00 PM

Location: Huntsville Library and Zoom

#### **Attendance**

- Board and Officers attending:
  - Troy Banks, Jaimi Liddell, Jenny Wheeler, Jay Polo, Cindy Crawford, Sam Clark

#### **Agenda**

- **Call to Order**
  - The meeting was called to order at 7:04 PM.
- **Officer and Committee Reports**
  - January meeting minutes were reviewed and approved.
  - Finance
    - Reviewed and approved financial statements presented by Treasurer Cindy Crawford.
    - The following expenses were approved:
      - Auto Owners liability insurance: \$8,597. This is approximately \$1,200 more than last year.
      - Smith & Knowles legal fees (bylaw revisions, second set of documents): \$1,400
      - Snow removal (Grass Plus): \$495
      - Tax return preparation: \$525
      - Federal taxes of \$1,198 and State taxes of \$2,180, consistent with figures provided by the HOA's accountant.
    - Reserve fund transfer of approximately \$60,000 is needed to align with the reserve study. Reserve funds are held in our Golden West checking account and managed as a line item on our books.
    - All 1099s for the year have been sent.
    - The board discussed migrating the HOA's bookkeeping off Sam's company QuickBooks Enterprise license to an independent HOA-owned account. Cindy researched available QuickBooks tiers. Motion was made and approved to subscribe to QuickBooks Plus at \$115/month (50% discount for the first three months), with the Live Expert assisted migration add-on at \$59/month, cancellable upon completion of migration. Cindy Crawford will manage the transition, targeting completion prior to the April Q1 statements.
    - Sam requested to be formally released from the Treasurer role. With our financials on his instance of QuickBooks the board felt that Sam should remain in the joint role until the

migration is complete, expected to be complete by end of March 2026. Upon Sam's formal release, Cindy Crawford is to change all associated passwords: QuickBooks, Golden West bank account, and treasury email.

- Architecture

- No current applications or activity. Building permit activity is expected to remain low during the city incorporation building moratorium, the first half of 2026.

- Gate

- The gate contractor has been unresponsive since January. Troy confirmed a building permit has not been obtained. The board will prepare to start fresh with permitting after the moratorium ends in July 2026.
- Troy Banks to contact HOA attorney to send a follow-up letter to the gate contractor demanding a response and exploring recovery of the original \$11,000. The board agreed to engage a new contractor following resolution.

- Trail

- Clark has stepped down as Trail Committee chair due to his appointment to the Water District Board.
- Rick and Carol Rojhan have accepted the roles of Trail Committee co-chairs. There is a transition call with Clark on Thursday.

- Governing Documents Rewrite

- The board reviewed the latest draft from Smith & Knowles, with a focus on consistency of voting thresholds. Troy Banks submitted edits following that session. Jay Polo to circulate to all committee members who were not present on January 20th, and coordinate next review steps.

- 2020 Vote Committee

- No change from last month. The committee is scheduled to review the findings with Jacques on February 11. Following that meeting, the committee will determine next steps.

- **Old Business**

- No Trespassing Signs: Prior discussion identified a need for signage. Before ordering, Troy and Jaimi will walk the property to assess placement, sizes, and quantities.
- Document Retention Policy: Jay presented the current retention policy, identifying a few contradictions, proposing we harmonize the policy so that document type — not format (paper vs. electronic) — determines retention period, and that each officer be responsible for maintaining their own records rather than a single custodian. Jay to prepare a redlined version of the retention policy for board review and vote at the March meeting.
- DWR Meeting: The Division of Wildlife Resources requested a meeting to review invasive species findings from easement monitoring, noting that warm weather has given invasive weeds an early start. Jay to contact DWR and propose available dates.

- **New Business**

- None

- **Community Proposed Topics**

- City Incorporation / Naming: Dave Cram, who serves on the city naming committee, reported that the new city is currently legally named "Ogden Valley City." A community process is underway to consider renaming the city. A public meeting is scheduled for February 11 at 7:00 PM at the Huntsville Library for final name review and community survey distribution. The mayor and city council will have final naming authority. The board agreed to send an email to HOA members about the February 11 meeting. Jay Polo had already shared information on community social media.

- **Next Meeting and Adjourn**

- The next regular Board Meeting is planned for March 10th at 7:00 PM.
- Meeting adjourned at 8:27 PM.