

**HERITAGE VILLAGE MASTER COMMUNITY ASSOCIATION  
OPEN MEETING**

**Date: February 19, 2025**

Place: 425 N Heritage Dr & Electronic

Time: 6:00 P.M.

**THE MEETING WAS HELD VIA REMOTE ELECTRONIC MEANS  
MINUTES**

**Call to Order**

- Meeting was called to order at 6:18 PM by Burkhardt

**Roll Call**

- **Present:** Chicky, Markano, Burkhardt, Manager Cheyenne, David Knoeb and Scott Knoeb
- **Absent:** Baudhuin
- 1 Homeowner present

**Approval of Agenda**

- Chicky moves to approve the agenda, Markano 2<sup>nd</sup>; Unanimous

**Approval of Minutes from 1.15.25**

- Markano moves to approve minutes from 1.15.25 with the noted changes, Chicky 2<sup>nd</sup>; Unanimous

**PUBLIC COMMENT**

- NONE

**FINANCIALS**

**December 2024 Financials**

- Board discussed issues with their annual budget comparative report, specifically the inclusion of reserve items and the need for a report showing performance and expenditures relative to the operating budget. David proposed moving the reserve items to the balance sheet which the board rejected.
- Board suggested a separate account for reserve expenditures, Frontier declined that request.
- David proposed setting up a reserve study expenditure and moving a major component charge from the Profit and Loss (P&L) to the reserve study expenditures. However, John expressed concerns about the placement of this expenditure under assets, suggesting it should be a separate organization. David agreed to consult with the company's CPA
- The board discussed the need for a separate report for the reserve, separate from the operating expenses. Scott suggested involving the CPA to ensure compliance with accounting standards. The team agreed to revisit the issue in the next meeting.
- The board discussed the assignment of electrical repairs and fire inspection permit costs to the right line items.
- Board budgeted for employee bonuses which weren't paid at Christmas.
  - **ACTION:** David to investigate and propose a solution for separating reserve expenditures from the operating budget in financial reports.
  - **ACTION:** Cheyenne to move the electrical repairs and fire inspection permit line items to their correct budget categories.
  - **MOTION:** Markano motions to pay each employee a \$1,000.00 bonus, Chicky 2<sup>nd</sup>; Unanimous

- **MOTION:** Markano moves that the board reviewed the December 2024 financials, Chicky 2nd; Unanimous

## OLD BUSINESS

### CORPORATE TRANSPARENCY ACT

- The board discussed the ongoing issue with the courts and the need to have everything ready for immediate action if the situation comes back on.

## GOVERNING DOCUMENTS

- Manager sent the 2<sup>nd</sup> draft questions to attorney and we are awaiting the 3<sup>rd</sup> draft to be sent to us for review.
- Manager also asked the attorney to update the election rules to allow election by acclamation and electronic voting.

## RED ROOF INN

- Manager sent REDROOF Inn a request for monthly dues, no response from them as of the meeting.

## PALM TREE

- Discussed the palm tree at 401 Heritage Place being cut down but the stump not being removed.
  - **ACTION:** Manager to contact owner regarding the removal of the stump.

## NEW BUSINESS

### ELECT MEMBER AT LARGE

- Jim Nelepovitz resigned from the board effective January 17, 2025
  - **MOTION:** Chicky moves that we appoint Kyle Murray as the new Member at Large, Markano 2nd; Unanimous

### TRAIL CAM ESTIMATE

- Baudhuin recommended a trail cam on Amazon that is solar that has a removable sim card, this would be placed at the Roosevelt lot
  - **MOTION:** Chicky moves to place a trail cam at the Roosevelt RV lot for the price not to exceed \$69.99 plus tax, Murray 2nd; Unanimous.

## PGE WORK

- Manager found some third-party vendors marking up Heritage Drive for PG&E which She had them provide plans on what is being done as they need to replace a faulty gas line.

## COMMITTEE REPORTS

### RV REPORT

- No other reports of vandalism
- Found the owner of the random motorhome in the Mount Baldy RV lot and we will be getting them a space that fits the motorhome better.

### A/L REPORT

- Manager wasn't provided an update but hasn't had any new plans submitted.

## GROUNDS CREW

None

## EMAIL CORRESPONDENCES

- Manager received a question regarding why Heritage doesn't hold community events.
- Board stated that these events aren't done due to not having a social committee to plan them, if homeowners want to form a committee to organize certain events, they should contact the board.

## MANAGER REPORT

- 1 vehicle was towed for expired tags.
- A water main leak on Roosevelt was handled by IWV Water District.
  - **ACTION:** Manager to find out if a hot patch was completed on the patch job on Roosevelt.
- Waiting on a response from the attorney regarding the refund of the unused retainer.
- Melissa was hired as Cheyenne's assistant and will now be in the clubhouse office and will conduct the inspections and face to face meetings with homeowners while at the clubhouse. Cheyenne will still handle all financials and be attend board meetings.

## General note of Executive Session held on 2.19.25

### Adjournment

- Chicky motions to adjourn; Markano 2nd; Unanimous.
- The meeting adjourned at 7:06 PM

Respectfully submitted,

Cheyenne Schmierer, HVMCA Manager

## SECRETARY'S CERTIFICATE

I certify that the foregoing is a true and correct copy of the minutes approved by the Board of Directors.

  
John Markano, Secretary

4/16/2025  
Date

**Next Regular Scheduled HVMCA Board Meeting:**

**March 19, 2025 6:00PM**

**NOTE - An Owner Has The Right To**

**-Have A Copy Of Approved Minutes Upon Request**

**- Speak To The Board Of Directors During Public Comment**

**-Action By The Board May ONLY Be Taken On Agenda Items**