

**INCLINE TERRACE CONDOMINIUM OWNERS ASSOCIATION INC.
JANUARY 2026 HOMEOWNERS MONTHLY MEETING**

Date: Wednesday, January 21, 2026.

Time: Starting: 5:07PM Ending: 6:15PM

Location: Incline Terrace Management Office

1. **Call to Order:** The meeting was called to order at 5:05PM by Office Manager Leticia Storrs.
2. **ATTENDANCE:** A quorum was confirmed as follows,
Board Members present: David Tanner - HOA Board President.
Todd Tanner - HOA Vice President
Board Members Absent; Simon Titen Treasurer-Secretary.
Office Manager: Leticia Storrs.
Head of Maintenance: Bob Powell.
Homeowners present at the office: -
Homeowners by zoom: 204B, 403B, 602B, 205A, 605A, 606A, 608B, 601B, 306B, 202B, 514C, 307A, 308B, 301C, 501C, 301B, 202C.
3. **Approval of ANNUAL MEETING MINUTES.** The 2025 Annual Meeting Minutes were reviewed and approved with two (2) abstentions.
4. **Reports.**
The Board reviewed items related to the completion and transition of B Building, including pet policy considerations, parking passes, and the move-in process.
 - **Move-In Schedule:** The move-in schedule was officially moved to March 1, 2026. Depending on the City's Certificate of Completion.
 - **Move-In Appointments:** Homeowners will receive a Calendly link to schedule an appointment to:
 - * Receive unit keys.
 - * Receive the homeowner information binder.
5. **Financial Review Year-End Financial Overview (2025):**
 - The 2025 year-end financial review was completed and submitted to the CPA on schedule.
 - The Association has no significant outstanding debt and remains current on all obligations.
 - Vendors and contractors are being paid promptly following completed repairs.
 - Outstanding balances have decreased significantly compared to the prior year, reflecting a reduction of approximately 79%.
6. **OLD BUSINESS:**

Property Management Companies-Standard Protocols.

The Board discussed and confirmed the Association's protocols regarding outside property management companies. The following requirements were formally communicated:

- Any owner engaging an outside property management company must provide the Association, in writing, with prior notice of the engagement, including proof of active licensing and brokerage registration with the Utah Division of Real Estate.
- Any outside property management company acting on behalf of an owner must designate a local representative located within 50 miles of the condominium and available to respond on a 24/7 basis.
- Owners remain fully responsible for the actions, omissions, and compliance of their tenants, guests, contractors, and any outside property management companies they engage.

7. **EXECUTIVE SESSION (Closed)**.

- ☐ The Board entered executive session to discuss specific matters, including tools stored on site in B Building, return of mobile containers: Office and Bob's shed and ESA approval for Unit 601A.
- ☐ The Board approved the ESA request for Unit 601A, and this approval is reflected in the Association's official records. The homeowner will be communicated in writing.

No actions requiring a vote were taken in open session following the Executive Session.

Next Board Meetings (2026)

- **February 18, 2026 - 5PM**
- **March 18, 206 - 5 PM**

At the February meeting, the board will introduce proposed new Rules and regulations, including rules related to the use of the new common areas in B Building, for review and future consideration.

Adjournment

The meeting was adjourned following completion of the agenda at 6:15PM.