

Cedar Highlands Homeowners Association Board Meeting  
January 25, 2018  
5:30 pm at the Cedar City Library

1). Welcome and meeting called to order. All Board member were in attendance: Beth Gaines, LynAnn Imlay, Linford Nelson, Linda Stetzenbach and Steve Swann. Other HOA members in attendance were: Jim Hilton, Peg Hilton, Manny Mosqueda, Roger Thomas, Jim and Cynthia Byler, Janice Swann, Mark Imlay, Sarah Grove, Dana DeMille, and Mike Brask.

2). Communications

a. Meeting minutes approved for December 14, 2017.

3). Member Questions and Comments – Speaker Card

a. Question about a water meter; Conservancy District now puts them up.

b. Website not updated under the Dues tab, and January agenda was not posted.

c. Regina Tashjian had emailed questions:

“Are emails a sufficient way to communicate with our HOA Board?” Yes

“Do we as a Board feel that our attorney, Ben Ruesch, should be paid for all the charges he submitted to finalize the Annual Meeting election when he did not have an understanding of cumulative voting, needed to be corrected, then finished the task? The majority of the Board felt he should be paid in full, and that there wasn't a misunderstanding. We were reminded that Mr. Ruesch did not charge the HOA for his attendance at our Annual Meeting in September.

“Our October and November HOA Board meeting minutes do not show that any invoices were paid. Were no expenses paid during those months? Why weren't they listed in the minutes? How, where and when are HOA expenses recorded, and therefore, visible to members?” In our ensuing discussion, it was pointed out that an abbreviated statement, generated by Hinton Burdick each month, is scan-able and could be added to the minutes. All transactions are shown by account. The HOA secretary should upload those with the minutes to the website.

“How much money has been paid for our HOA Board's legal counsel in 2017? \$4,901 out of the budgeted \$5,000. A 9 year history of HOA expenses was included in a slide show shown at the Annual Meeting in September 2017.

“Is the approval of work via a 5-way text, outside of a HOA meeting, in keeping with the transparency of our Board work as suggested in the Community Association Act?” In response to that question, Linda proposed that a 5-way text or email is an appropriate way to make a HOA Board decision on health and safety issues within our already budgeted items, like snow removal, for example. Seconded by LynAnn and passed unanimously.

#### 4). Declaration of Conflict

There was a discussion of whether or not it is a conflict of interest that three of our HOA Board are also now Cedar Highlands elected officials. No action was taken.

#### 5). President's report

a. Website renewal - \$71.92 was due the following day to renew our current HOA website on SiteBuilder.com. Jim Hilton, a HOA member, wanted to bid on managing the HOA website for us. After a discussion, Linda moved that Jim take over our website and be paid \$72 for the next six months. Beth seconded it and the motion passed unanimously.

b. Lawsuit report – the attorney's representing out HOA have requested a partial summary judgment on the case.

#### 6). Committee Reports

##### a. Financial -

i. Current Balance Report - \$88,395.27 is the current balance in the HOA general account, with \$15,000 of that refundable construction deposits.

ii. Dues Status Report - 54% of 2018 HOA dues have been received. 7 lots have still not paid 2017 dues; Steve will contact the HOA attorney and have those accounts turned over for collections.

##### b. A.R.C. -

i. The Miracle's home is finished and their impact fee money has been refunded. A check was mailed/or received for impact fees to/from Montoyas. Another couple, the Henson's, started the construction of their home in 2014; the HOA CC&R's state that builders have 2 years to construct a home. The Henson's is still unfinished. They hope to finish their home this spring. A question was asked about building inspections, who is doing them? Iron County is finishing inspecting those under construction.

It was also reiterated that all outbuildings must be approved and match the home on site. One lot has a container that is visible and it is against our CC&R's. The owner must come to the A.R.C. committee. No new A.R.C. applications to review.

c. Fire – there will not be burning in the near future; those who do it must get caught up. Steve was going to meet with the Cedar City Fire Department to talk about service to Cedar Highlands Town.

##### d. Road -

i. Road Status and Work – the main road is wash-boarded and discussion ensued. There is no point in grading during winter was the consensus.

ii. Damage release for tow – Bulloch Dirt Works will begin charging \$50 minimum per tow. Questions were asked about a late model black Cadillac parked on the road, no front license plate. This led to a discussion that there is no contract yet with the Sheriff for law enforcement for Cedar Highland's Town.

- e. 2018 Budget Proposal (Based on revenue of \$101,000)
  - i. Road Maintenance is 42% of the annual budget or approximately \$40,000
  - ii. Snow removal is 39% or approximately \$35,000
  - iii. Administrative costs are 19% or approximately \$16,000
  - iv. Reserve is 10% or approximately \$10,000

Proposed Budget for Cedar Highlands HOA for 2018 was reviewed. Linda made the motion to accept, seconded by Beth. There was discussion including the concern that dues have increased 15% each of the last two years, and the realization that the HOA may be disbanded sometime in the coming year. The motion passed with 3 yeas (Beth, Linda, Steve) and 2 nays (Linford and LynAnn).

7). Date and Location for next meeting – Thursday, February 22, 2018, 5:30 pm at the Cedar City Library

8). Executive Session to discuss legal information update.

**Cedar Highlands HOA**  
**Reconciliation Detail**  
 General Checking Account, Period Ending 12/31/2017

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						66,915.74
<b>Cleared Transactions</b>						
<b>Checks and Payments - 2 items</b>						
Bill Pmt -Check	12/11/2017	1343	Ruesch & Reeve PL...	X	-629.00	-629.00
Bill Pmt -Check	12/11/2017	1342	HintonBurdick	X	-350.00	-979.00
Total Checks and Payments					-979.00	-979.00
<b>Deposits and Credits - 2 items</b>						
Deposit	12/11/2017			X	95.00	95.00
Deposit	12/31/2017			X	7.07	102.07
Total Deposits and Credits					102.07	102.07
Total Cleared Transactions					-876.93	-876.93
Cleared Balance					-876.93	66,038.81
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 4 items</b>						
Bill Pmt -Check	11/29/2017	1347	Bulloch Dirt Works		-4,024.17	-4,024.17
Bill Pmt -Check	12/28/2017	1345	Bulloch Dirt Works		-5,000.00	-9,024.17
Check	12/28/2017	1344	Michael Tucker		-3,000.00	-12,024.17
Bill Pmt -Check	12/28/2017	1346	Ruesch & Reeve PL...		-88.00	-12,112.17
Total Checks and Payments					-12,112.17	-12,112.17
<b>Deposits and Credits - 1 item</b>						
Deposit	12/30/2017				616.95	616.95
Total Deposits and Credits					616.95	616.95
Total Uncleared Transactions					-11,495.22	-11,495.22
Register Balance as of 12/31/2017					-12,372.15	54,543.59
<b>New Transactions</b>						
<b>Checks and Payments - 4 items</b>						
Bill Pmt -Check	01/04/2018	1348	Bulloch Dirt Works		-4,450.36	-4,450.36
Bill Pmt -Check	01/04/2018	1350	Larry and Dayleen M...		-3,000.00	-7,450.36
Bill Pmt -Check	01/04/2018	1349	HintonBurdick		-350.00	-7,800.36
Bill Pmt -Check	01/19/2018	1351	Angel Montoya		-3,000.00	-10,800.36
Total Checks and Payments					-10,800.36	-10,800.36
Total New Transactions					-10,800.36	-10,800.36
<b>Ending Balance</b>					<b>-23,172.51</b>	<b>43,743.23</b>