

CEDAR HIGHLANDS HOA BOARD MEETING MINUTES

APPROVED

252 N 200 W, Cedar City, UT
May 20, 2019 at 6pm

1). Welcome/Quorum established – Mike Brask, LynAnn Imlay, Linford Nelson, Jim Byler and Regina Tashjian were all present. Other members in attendance: Larry & Dayleen Miracle, Rob & Jeanne Shelton, Mark Imlay, Nick Palanza, Jim Hilton and Sam Tashjian. Mike made a motion to approve the April 2019 meeting minutes, seconded by Jim Byler. Vote was taken and unanimously approved.

2). President's Report

I. Road Plan- discussion about a sustainable and cost effective way to improve the HOA roads. The goal is to present a plan at the annual meeting. A Road Committee was established headed by Mark Imlay. Rob Shelton, Nick Palanza, Mike Brask and Jim Hilton will be on the committee. It was agreed to ask Jay Hampton and Bob Shelton to also be on the committee as they both have a lot of experience that would be very helpful. Member suggested getting a counter from Utah DOT for number of cars using the main road. Plan should include bringing the road up to county specs. There are 165 lots and once current construction is completed, there will be 82 homes. Once we reach 50% occupancy, Iron County would have taken over maintenance of the main road, but the County is no longer responsible. The town is.

II. Pursuant to By Laws, Article VI, Section 2, a nominating committee was established. There are 3 board positions up for election at the annual meeting. LynAnn and Regina will head the committee. Notice will be put up on the website and FaceBook page for any member wanting to run.

3). Communications

A. With members- letter was sent to all HOA members on 5/7/19 re: STR as the initial notice advising that fines will be imposed for violations of CC&Rs.

B. With Town- It was agreed the contract the town presented is too broad and terms unacceptable. Mike will prepare a permission letter and request the HOA be named as an additional insured.

C. With attorney

I. Short term rentals- Discussion re: incurring legal expense for fine schedule and implementation. It was agreed to be a necessary expense.

II. Use of roads by town- discussion of the maintenance & how the town will provide services. Will consult with attorney about permission letter

III. HOA liability for any town road work- discussion that the town should provide the certificate of insurance as they are the vender. Part of the same issue as above that should be discussed with the attorney.

Mike was advised by Jenkins Bagley that the projected cost is \$1500-3000, primarily for setting up the procedure and fine schedule for STR. It was agreed that these are necessary expenses. Jim made a motion to incur up to \$3K for legal expense, seconded by Regina. Vote was taken and unanimously approved.

4). Committee Reports

A. Financial

- I. Expenses for approval- \$400 for CPA. LynAnn made a motion to approve, seconded by Regina. Vote was taken and unanimously approved.
- II. 2019 HOA dues and budget- Jim will give the current financials to Jim Hilton to post on the password protected section of the HOA website.

III. Delinquent dues- collections. There are 3 delinquents accounts; only 1 is 3 years delinquent. 2 are for 2019. We will suspend voting rights pursuant to By Laws, Article IV, Section 3. We will also pursue collections, most likely through small claims court.

IV. CPA- Jim will speak with the owner of Hinton Burdick regarding either a reduction in the monthly fee and possibly reassigning our account to another CPA in the firm.

B. ARC- no new construction. Under construction: 2 for Linford, Roger Thomas. Henson construction almost complete.

C. Roads:

I. Replacing culvert across the road near Manny's that was removed during our April Road work day must be done soon. Mark Imlay thinks probably 24" x 30' will be required. Mike asked Member Childs about replacing the culvert in front of his drive that is adjacent to it. Culvert crew – Mark offered to bring his backhoe and needs a crew of 3 (Rob Shelton, Jim Byler & Sam Tashjian). It was agreed that any members who authorize the HOA to put in a culvert in the problems areas that are causing road damage, will be charged for the material (labor is all volunteer) as an incentive to get the culverts done. The road work day will be on June 15. LynAnn made a motion for the purchase of the culverts and the proposed work, seconded by Jim Byler. Vote was taken and unanimously approved.

D. Fire & Safety

I. Fire Wise- In conjunction with June 15 road work day, it was decided to have a FireWise Day as well. The area of focus will be the meadow where many of the oak trees were damaged which also will beautify the common area. Regina will ask Paul Starks to help organize the event and also include FireWise clean up for other areas he designates as long as we have sufficient volunteers. Regina will send notices to all members to solicit volunteers and organize the food/refreshments.

II. First Aid- Jim Hilton said he spoke with FireHouse Subs about equipment. We will need a plan in place, including the storage & accessibility of equipment, training etc.

III. Emergency Contact Lists- reverse 911 is encouraged.

5). Member Questions – Open Discussion. No other questions & discussion from members as they were addressed during meeting.

6). Date and Time for Next Meeting-Monday, June 24, 2019 at 6pm

7). Regina made a motion to adjourn, seconded by LynAnn.

Minutes respectfully submitted by Regina Tashjian