

Cedar Highlands Homeowners' Association

Board Meeting

October 18, 2017

The Directors of the Cedar Highlands Homeowners' Association (CHHOA) held their monthly board meeting on 10/18/2017 at the Cedar City Library Classroom. Board Members present: Beth Gaines, LynAnn Imlay, Linda Stetzenbach, and Steve Swann. Linford Nelson was absent. Julie and Mike Brask, Dayleen and Larry Miracle, Fran Poole, and Ankara Rosser attended as property owners.

1. Call to Order: The meeting was called to order at 5:31 p.m.

2. Approval of Minutes: Amendments were made for the August 28th and September minutes by LynAnn to add that a private company security guard (Kelly Security) was in attendance at both of those meetings and to check the notes as to the end time of the August 28th meeting. Linda agreed to amend those minutes and Beth then moved to approve the amended minutes. The Board approved the amended minutes.

3. President's Report:

Steve distributed the agenda for the meeting. He welcomed the guests and outlined the meeting format. The first order of business was positions for President, Vice President, Secretary, and Treasurer, and for the chair positions for Roads, Architectural (ARC), Fire Safety, and Webpage/Facebook. Steve was elected President, Linda was elected as Vice President, LynAnn was elected as Secretary, and Beth was elected as Treasurer. Steve volunteered to serve as Roads Chair, Linda volunteered to continue to serve as ARC Chair, LynAnn volunteered to Chair the Website/Facebook. Linford was appointed to continue serving as the Fire Safety Chair.

4. Committee Reports:

Financial

- Dues

Beth reported that the status of 2017 dues remains the same as reported last month, with the property owners of 10 properties still owing 2017 dues. Beth will speak with Barbara (Hinton Burdick) regarding one of the properties (Block 2, Lot 15) who believes he had paid but the file perhaps had not been updated to reflect that payment.

- Current Balances

Beth reported a current balance of \$22,154.21 in the HOA Money Market Account (see attachment A) and \$75,956.01 in the General Account (see Attachment B). Total Cash

balance is \$98,107.22 (see Attachment C), but that includes \$19,000 in refundable construction monies due to homeowners when their construction is completed (see Attachment D). However, \$1,000 of that amount is money for which there are no data as to which property this is associated with. Therefore, Beth will speak with Barbara and have this money transferred into the general account leaving refundable construction monies at \$18,000.

A question on the financials was raised concerning the reason for having the Board meetings at the Library and the hiring private security for the HOA Board meetings and the Annual meeting, and the costs incurred by Ben Resuch concerning the election of Board members. Members of the Board explained that because of disruptions and aggressive behavior from several members at three past Board meetings, the Board decided to move the meetings to a neutral location and provide a sergeant at arms position thru Kelly Security to maintain civil discourse. Kelly security was chosen because of its reasonable rates and it's specialization in HOA security. The Board explained that the costs incurred by Ben Reusch resulting from the HOA Board Member election were to satisfy the desire to have voters who mailed in their ballots or who had designated a proxy be notified by Ben of the request during the meeting for cumulative voting and the desire for third party tabulation and control of the vote.

Architectural (ARC)

- Steve reported that he had been in contact with the property owner having a residence built on Block 3, Lot 13 as the siting of her residence conflicts with the 30' set back from the road, leaving no room for her designed covered front entry. This is an issue that she must resolve with her builder, but Steve would like the Board to adopt a practice to minimize this type of issue on the future. He proposed that the Board verify the setback position of the stakes prior to the builder excavating the basement or placing the foundation. Linda moved, Beth seconded, and the Board approved.
- Linda reported that Linford has applied for ARC approval for two properties, Block 9, Lot 1 and Block 2, Lot 32. After reviewing the submissions Linda moved that Block 9, Lot 1 be approved, LynAnn seconded, and the Board separately approved both of the submissions with the stipulation that a member of the Board verify the placement of staking for setbacks prior to foundation/basement excavation.

All property owners are reminded of the CC&R requirements when building or making any exterior improvements/changes to their structure(s). CC&Rs and the forms to submit are listed on the HOA website www.cedarhighlandshoa.org

Fire

- In Linford's absence there was no Fire report other than Linda reminding property owners to submit the fire mitigation activity form found on the FIRE tab of the web site for each

activity to remove fuels from their property and to include expenses if the work was hired out. These forms are important as the subdivision gets “in kind” reimbursement for chipping and other FFSL activity within our boundaries. The forms should be sent to:

John Schmidt, FFSL Southwest area
646 N. Main Street
Cedar City, UT 84721

All property owners are reminded to review the “Guidelines for Clearing Property and Constructing Piles for Chipping or Burning” (see FIRE tab) supplied by the FFSL that included thinning and clearing burnable fuels from their properties and place trimmed pieces on the side of the road for future chipping efforts.

Roads

- Steve reported that fall road repairs are completed with the exception of one culvert to be installed by Bulloch Dirt Works on the main road below High Juniper.

5. Property Owner Questions/Comments:

- Fran Poole asked that in the future more information be given to voters in the mailing of the HOA ballots.

6. Next Meeting:

The next meeting was scheduled for Thursday, November 16th at 5:30-7:00 pm at the Cedar City Library.

7. Adjourn:

The open meeting was adjourned and Beth, Steve, Linda, and LynAnn remained for the Executive Session. The Executive Session was adjourned at 7:00 pm.

Respectfully submitted by Linda Stetzenbach.

Cedar Highlands Financial Account Balances as of June 29, 2017

Money Market Account \$ 22,139.41 earns .25%

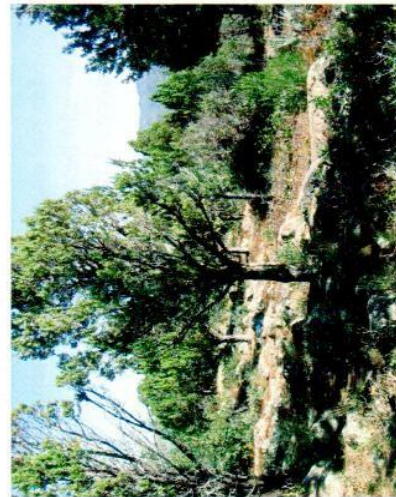
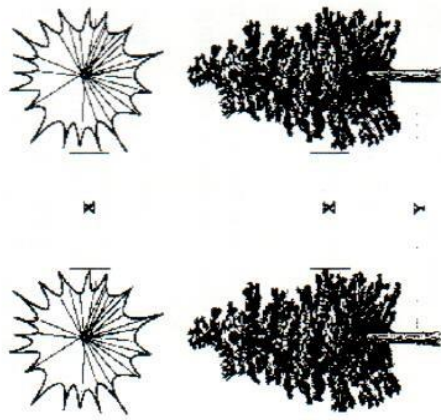
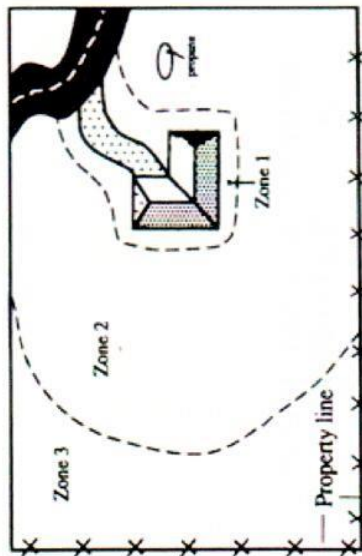
General Account \$ 75,608.60 earns .25%

Total Cash

\$ 97,748.01*

12 lots owe 2017 dues, 93% pd

All 2016 dues paid!



Clean Burn

**FORESTRY, FIRE & STATE LANDS
SOUTHWEST AREA OFFICE
585 N. MAIN STREET
CEDAR CITY, UTAH 84720
435-586-4408**



GUIDELINES FOR CLEARING PROPERTY AND CONSTRUCTING PILES FOR CHIPPING OR BURNING

**Remember!!! Report your
In -Kind Hours**



GUIDELINES FOR THINNING & LIMBING

1. Remove all dead vegetation, both standing and down on property (See Fig. 1).
2. Thin remaining trees, taking damaged, diseased, or leaning trees first, then trees less than 9 inches in diameter. Next, thin out remaining trees so that all trees are 10 ft. to 30 ft. apart at crowns. (See Fig. 2)
3. Remove limbs of remaining trees from within 4 ft. to 6 ft. of the ground (vary this height from tree to tree.). (See Fig. 2 & 3)
4. Remove vegetation within 10 ft. of any chimney opening.
5. Remove all vegetation, debris, and flammable storage from under wood decks, stairs, or eaves of buildings, or within 25 ft. of propane tanks.

CONSTRUCTING PILES FOR CHIPPING

1. Limbs should be 1 1/2 inches minimum to 4 inches maximum in diameter for small chipper, and 1 1/2 inches to 14 inches maximum diameter for large chipper, and a minimum of 30 inches long. Logs should be a maximum of 8 inches in diameter and 10 ft. long.
2. Limbs should be placed with the butt (larger) end within 5 ft. and at a 90 degree angle to a good road or driveway.
3. Stacked rows should be no more than 4 ft. high and one row deep. (See Fig. 4)
4. Chips will be left in piles next to the road.
5. **Natural Vegetation Only** - Absolutely no rocks, roots, metal, dirt, lumber, trash, or construction material in the piles.



CONSTRUCTING PROPER BURN PILES

REMEMBER—ONLY ALLOW QUALIFIED PEOPLE TO IGNITE PILES

1. Do not place burn piles under power lines or any flammable materials. Keep burn piles a minimum of 50 ft. from all flammable material, propane and fuel storage tanks.
2. Burn piles should be approx. 8 ft. in diameter and 4 ft. to 5 ft. high.
3. Place small limbs on bare ground to light first.
4. Cover with a piece of kraft paper to help keep the pile dry until ready to burn.
5. Form a teepee arrangement with larger limbs & logs around pile. Material exceeding 6 ft. in length should be cut into lengths not to exceed 4 ft.
6. Keep piles 15' away from living trees. (See Fig. 5)

To: NOMINATING COMMITTEE - CEDAR HIGHLANDS HOA BOARD OF DIRECTORS

Re: Candidates Nominated by 5% of HOA Land Owners: Regina Tashjian and LynAnn Ellsworth Imlay for Director Positions.

Date: June 29, 2017

Article VI Section 2 Paragraph 2 of the By Laws of the Cedar Highlands Homeowners Association. Members representing five (5%) of the membership may nominate candidates for the directorships at any time before the (50th) day preceding such election. On timely receipt of a petition signed by the required number of Members, the Secretary shall cause the names of the candidates named on it to be placed on the ballot along with those candidate named by the nominating committee. At the meeting to elect directors, any Member at the meeting, in person or by proxy, may place names in nomination.

As Roberta Williams sold her property and is no longer a member of Cedar Highlands HOA, the members would like to replace the position with Regina Tashjian effective immediately.

Signatures

Printed Name/Lot & Block #

Peter T Combs

PETER T COMBS 07-05

Margaret Hilton

MARGARET HILTON 04-07

TERI SAA

TERI SAA 02-30

MICHAEL BRASK

MICHAEL BRASK 04-05

REGINA TASHJIAN

REGINA TASHJIAN Lot 22/Blk 2

LynAnn Ellsworth Imlay

LYNN ANN ELLSWORTH IMLAY 14 LOTS

LORAN W BROWN

LORAN W BROWN 6/7

Roberta Williams
Blk 12, Lot 10
6/29/17

Roberta Williams
Blk 12/10