

# Cedar Highlands Homeowners Association

## Board Meeting

July 21, 2016

The Directors of the Cedar Highlands Homeowners Association (CHHOA) held their monthly board meeting on 07/21/2016 at the home of Steve and Janice Swann. Board Members present: Beth Gaines, Jay Hampton, Manny Mosqueda, Linford Nelson, Linda Stetzenbach, and Steve Swann. Stewart and Roberta Williams attended as property owners.

1. **Call to Order:** The meeting was called to order at 5:38 pm.

2. **Approval of Minutes:** A motion to approve the June Special Meeting minutes was made by Manny and seconded by Beth. The minutes were approved unanimously.

### 3. **President's Report**

Steve stated the goals for the evening's meeting included a status report on the incorporation petition, committee reports, legal actions on a property owner for failure to pay two years of dues, a marketing request by a private company, and the status of unsanitary activity and unsightly debris on subdivision properties.

- Incorporation Petition Status – Steve reported that two consulting firms have submitted bids to conduct the Feasibility Study for the Utah Lt. Governor's office, satisfying the requirement for competitive bidding on the HOA's incorporation petition. The Lt. Governor's office will select the successful firm. It is anticipated that the contract will be awarded to one of these firms by next week. The firm then will have 30 days to submit a written report to the Lt. Governor's office, and the HOA will receive a copy of that report. If the report is positive for incorporation, an open public meeting will be held to permit property owners' opinions to be voiced. The Lt. Governor's office then will contact Iron County giving a 65 day notice for review and comment. With this timeline, the last possible date for paperwork for or against incorporation for inclusion on the November 2016 ballot, to be voted on by residents of the proposed incorporation area, is 09/05/2016 (Labor Day). If this date is not met it is likely that a special ballot would be mailed to all qualified residents.

Steve reported that the norm for a small rural township City Council is a Mayor and four council members. As our township would not have a currently serving clerk, he will investigate if filing to run for office would be accomplished by the Iron County Clerk. Steve also reported that should incorporation be successful the

annual HOA dues would be transferred to a Special Services District (SSD) fee. This would resolve the HOA's current problems with property owners' non-payment of annual dues.

- Resignation - Steve reported that Peter Combs officially resigned from the board.
- Legal Action Status on Block 8, Lots 19 and 20 – Notice of Default paperwork has been filed by Ben Reusch, the HOA Attorney, for non-payment of two years of dues on the two lots plus the non-payment penalty and attorney fees.
- Beehive Telecom Marketing – The Board discussed the request of Beehive but agreed that the Board does not wish to promote any private company by inviting them to a property owner's meeting, but rather the company should employ routine marketing practices to explain their product(s).
- Unsanitary and Unsightly Practices – Steve has been in contact with John Gallas, Iron County Health Department Septic System Division, regarding the presence of a makeshift toilet facility located on Block 4, Lot 13. A motion was made by Beth and seconded by Linda to have Ben Reusch, HOA Attorney send a letter to the property owner to cease and desist the activity of having a toilet outdoors without a residence and an accompanying septic system on the property. The motion passed.
- Steve agreed to speak with the property owner on Block 10, Lot 4 regarding debris and clutter on the property and road easement, making an unsightly appearance visible from the road. The Board believes that the majority of property owners in the subdivision keep their property neat and tidy, but there is a fire concern when excessive clutter surrounds structures and driveways.

#### **4. Committee Reports:**

##### Financial

###### a) Current Balances

-Beth reported on current balance financials from Barbara (Hinton Burdick).

###### b) Dues

-In addition to the above mentioned property with two years of unpaid dues, there are three properties that remain delinquent for the 2016 dues. Budget tracking was tabled until decision about incorporation has been made.

##### Roads

###### a) Road Maintenance

-Jay reported that there is some \$10,000 left in our accounts for road maintenance. Grading and application of base material will be scheduled for some areas of the main road with compaction

as needed, especially at the corner of upper High Cedar Highlands Drive and Upper High Mountain View.

#### b) Culverts

-Jay reminded all property owners that Iron County now requires property owners with new construction to include a driveway culvert at the juncture with the road. The culvert should be 20' long and 18" in diameter, and must be buried so that snow removal does not damage the culvert material or placement. Manny will add this to the HOA website.

### Architectural (ARC)

#### a) New Buildings

-Manny reported that a building application for a 20' x 22' detached garage has been submitted by owners of Block 6, Lot 3 with the required \$250 deposit. A motion to approve this application was made by Manny and seconded by Jay. The motion passed.

-The owners of Block 3, Lot 3 submitted a request for a shed to be located behind their residence and to widen part of their driveway 30' to facilitate a better turning radius. A motion to accept both requests was made by Linda and seconded by Manny. The motion passed.

-A request was submitted for Block 4, Lot 9 to install a shed for storage of tools on the lot in advance of building a residence in the future. However, the HOA Codes, Covenants, and Restrictions (CCRs) state that a property must have a residence on site prior to placement of a shed or outbuilding and the applicant must own the property prior to acceptance of building applications.

#### b) Exterior Colors

-The Board also discussed removing blue from the approved color pallet and all agreed. Manny will investigate replacing our current commercial brochure as a representative color pallet and replacing it with a pantone chart.

All residents are reminded of the CC&Rs 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](http://www.cedarhighlandshoa.org)).

### Fire

-Discussion of a fire plan was tabled until decisions regarding incorporation are made, but property owner Stewart Williams volunteered to meet with John Schmidt (Coordinator for the Wildlands/Urban Interface for the Southwest Area of Utah Forestry, Fire, and State Lands) and discuss what activities should be included in a fire plan.

-Steve reported that the property owners of Block 12, Lots 6,5,7,8,9,13,14, and 15 will be having the piles of wood on their property perimeter chipped at their own expense.

- Steve distributed a magazine "Cedar Mountain Lookout" ([www.cmfpd.com](http://www.cmfpd.com)) describing ideas for fire abatement and volunteer fire strategies.

- Linford reported that no funds are currently available from John Schmidt's office due to the current recent fires in the region.

## **6. Annual Meeting**

The Annual Property Owners' meeting and potluck is scheduled for Saturday, September 3<sup>rd</sup> (Labor Day weekend). This meeting is an excellent way for property owners to meet and discuss issues concerning our subdivision. The HOA supplies the hamburgers and hotdogs, buns, condiments, plates and silverware, waters, and sodas. The property owners are asked to bring a salad, appetizer, or dessert to share. Board members will meet on July 28<sup>th</sup> at 5pm to stuff mailings to all property owners concerning this important meeting and lunch.

## **7. Adjourn**

The meeting was adjourned at 7:21 pm.

Respectfully submitted by Linda Stetzenbach, Secretary.