

Cedar Highlands Homeowners Association Board Meeting

September 29, 2012

The Directors of the Cedar Highlands Homeowners Association held their monthly board meeting on 09/29/2012 at the home of Chuck Davis.

Board Members present: Chuck Davis, Beth Gaines, Jay Hampton, Manny Mosqueda, Linford Nelson, Linda Stetzenbach, and Rob Yates.

No Board Members were absent. Stan Gaines attended as a homeowner.

Minutes were initially taken by Beth Gaines.

1. **Call to Order:** The meeting was called to order at 6:15pm.
2. **Approval of Minutes:** The July minutes were approved as written.
3. **Election of Board Positions:** Manny was nominated by Linford and Chuck was nominated by Manny for the position of President of the Board. Linda suggested that Chuck be nominated as President and Manny as Vice President. Following discussion the Board Members elected Chuck as President and Manny as Vice President. Jay nominated and Beth seconded Linda as Secretary. She was so elected. Chuck nominated Beth to continue to serve as Treasurer, Jay seconded, and she was so elected. Jay nominated Rob to be the Chair of Roads and Chuck seconded. Jay was nominated by Chuck to be the Chair of the Architectural Review Committee (ARC) and Manny seconded. Jay was so elected. Linford was nominated to serve as Chair of Fire by Linda and Chuck seconded. Linda volunteered to contact Clive (former Chair of Fire) to for information as to who receives the Firewise Activities Matching Funds Activity Sheets that homeowners submit. The elections resulted in the following positions:

President – Chuck Davis
Vice President – Manny Mosqueda
Secretary – Linda Stetzenbach
Treasurer – Beth Gaines
Roads – Rob Yates
ARC – Jay Hampton
Fire – Linford Nelson

Manny will update the website to list these positions.

4. Committee Reports:

Financial

a) Balances

Beth reported the Financial Account Balances as of August 31, 2012. The Water Escrow Account and the Water Account have been closed due to the transfer of water responsibilities to the Central Iron County Water Conservancy District (CICWCD).

b) Collections

There remains unpaid annual dues from nine (9) properties including three (3) lots that remain more than \$1,000 past due from previous years. Beth will direct Hinton Burdick CPAs & Advisors to send a foreclosure letter to the owners of these three lots. An additional property is approx. \$2,300 past due, but the property owner already has a \$2.5 million litigation in process so it is highly unlikely that our association will receive any funds during a foreclosure. Beth motioned and Manny seconded that the Board not pursue these dues. A dues reminder letter will be sent by Beth to the remaining property owners.

c) Annual Dues

An annual dues letter to all owners will be sent at the end of December with a due date of February 1, 2013. Manny will update all addresses prior to mailings.

d) Bank Account

State Bank of Utah needs a copy of the minutes listing the Board Members and those approved to be signers on the HOA accounts so they can remove past board members from the approved signers list. Linda motioned and Chuck second that Chuck, Beth, Jay, Manny, and Linford be listed as approved signers. The motion was approved. These Board Members will go to the bank and sign new signature cards. The HOA attorney also has requested the list of all board members. Linda will receive his email address from Beth and send him the listing.

Roads

a) Maintenance

Jay reported that Commissioner Dan Webster, an advocate for Cedar Highlands, recently passed away and a new commissioner will be appointed to serve until Mr. Webster's term is up. Jay will request a meeting with the commission regarding the Greens Lake/Cedar Highlands Drive road after the new commissioner has been appointed. Bulloch has performed everything asked of them and there are some funds in road maintenance remaining. Therefore, if we need more work done it can be done now or we can wait for the scheduled grading in mid-November. The two sand barrels installed last winter are missing. Chuck motioned and Beth seconded that the Board not to replace them, but to remind homeowners to prepare for winter with snow chains and sand in their personal vehicles. Chuck motioned and Jay second paying Rob for his recent culvert work followed by Manny's motion and Linda's second that he payment be \$200. The Board approved both motions. Beth will contact Hinton Burdick to send an invoice to Rob. Rob will investigate possible uses for the large diameter un-used culvert piece on High Cedar.

b) Signs

A large Cedar Highlands Private Subdivision sign similar to the one just off the Kolob Rd was requested to be placed at the lower cattle guard. Rob will investigate the costs and report at the next meeting. A replacement stop sign needed at the corner of Cedar Highlands Dr and High Mountain View will be requested at the next commissioner's meeting. Manny has a few additional Cedar Highlands Private Road signs for the private side roads. Linda will drive the neighborhood and identify where these signs are needed.

ARC

a) Plans Submitted

Chuck reported that one plan (Block 3, Lot 3) had been approved by the review committee, but the owner was waiting for the county to approve building.

b) Concern about the excavation work being performed at Block 8, Lot 10 and/or the adjoining common area was discussed. Chuck will contact the homeowner as to what is being done as no ARC requests have been made to the committee. Additionally, he will investigate if the county has been informed.

Fire

a) Contact information

Clive sent information to Chuck who will forward via email it to Linda. She will print and give it to Linford personally.

b) Fire restrictions

Currently there are no fire restrictions in effect.

5. Other Business:

- Chuck motioned that the HOA have a Facebook page for owners only and that he would monitor it. Rob seconded the motion and the Board approved.
- Chuck motioned that a live internet link be set-up for absentee owners to raise questions and comment during the public comment period. Linda seconded and the Board approved.
- Beth will send draft minutes from the August annual homeowners meeting for approval.
- The road clean-up day scheduled in August was cancelled due to poor response. Chuck will ask owners on the Facebook page to clean litter from the road(s) adjacent to their property. However, the Greens Lake portion is often the area most littered section, so owners will be asked to also clean up litter when it is observed there.
- Linford was asked about his diverting of water from Spring 5 that resulted in some water going to his pond instead of the HOA tank. The water level lowered and George Mason of the CICWCD shut the tank off believing there must be a leak. It was later turned back on. Within 30 days Linford will investigate land use agreement with the CICWCD and keep the water flowing to the HOA tank.
- Questions were raised as to regulations for the common use areas. The CC&Rs determine usage of the common areas.
- Concerns related to the horse corral at Block 8, Lot 9 regarding odor and flies were discussed. Jay and Chuck will discuss usage and the nuisance factor with the property owner.

6. Next Meeting

The next Board meeting was scheduled for 6pm on Thursday, November 8th at Jay Hampton's house. Board members were asked to bring their calendars to that meeting so a standard day and time could be selected for the next several months.

7. Adjourn

The meeting was adjourned at 8:10pm.

Respectively submitted by Linda Stetzenbach, Secretary.