

CEDAR HIGHLANDS HOA BOARD MEETING MINUTES**Wednesday, May 19, 2021 at 6 PM**

Virtual Meeting

1. **Welcome/Quorum established** – The meeting was called to order by Mike Brask. LynAnn Imlay, Rob Shelton and Regina Tashjian were in attendance. Other members in attendance were Tom Wootton, Kevin Bridges, Jeff Hartman, Jim Hilton, Kerry & Julia Smith, Phil Miller, Larry Miracle. LynAnn made a motion to approve April meeting minutes, seconded by Rob. Vote was taken and unanimously approved.

2. NEW BUSINESS

A. Discuss/Motion/Vote- Policy & Procedure 2021-1. Mike made a motion to approve, seconded by Rob. Vote was taken and unanimously approved.

B. Recording Judgement with Iron County Recorder's office follow up. Reggie obtained the certified copy of the judgment and had it recorded at the Iron County Recorder's office. Reggie advised that while at the recorder's office, she checked on the 2 quitclaims dated August 17, 1994 (first- Cedar Land Title QC all of Cedar Highlands Dr. within the subdivision to Cedar Highlands Development Corp and 2nd QC of the same road from Cedar Highlands Development Corp to Iron County). Our copies did not include the Recording number. The clerk was unable to locate anything filed. She suggested we contact Cedar Land Title. The clerk was unable to record the documents as our copies were not clear, did not include the area of notarization, and involve Iron County.

C. Fill board vacancy, ARC and Fire & Safety. Tom Wootton is willing to be on the board. He has 10 years of experience with a volunteer fire department. Tom agreed to take the ARC responsibility as part of the ARC Committee, chaired by Roger Thomas. Reggie will work with Tom on Fire & Safety. LynAnn made a motion to appoint Tom to the board, seconded by Reggie. Vote was taken and unanimously approved.

3. **PRESIDENT'S REPORT** – Next month, we will try a hybrid meeting held both in person and online for those people unable to attend. Mike will set up the location, possibly at his business. Remainder of President's report will be covered under ROADS.

4. COMMUNICATIONS

A. With members - Mike had a conversation with a member regarding drainage issue, which will be further discussed under ROADS.

Rob spoke with member Block 2, Lot 1 and Lot 29 about improving/making driveway and pad larger. ARC application and Iron County Building permit required before any work is done, especially to be certain natural drainage is not effected. Larry & Tom can coordinate and contact the member to address.

B. With Iron County- no further discussion with the county

C. With attorney – no further discussion with Justin Wayment since meeting with him and giving him delinquent accounts for collection.

5. COMMITTEES

A. **Financial** – Rob presented management report.

Discuss/Motion/Vote- current invoices. Only bill is for tax return. \$100 on line 18 which is a non-profit minimum tax fee. Elaine can pay it online. Mike made a motion to pay the \$100, seconded by Reggie. Vote was taken and unanimously approved.

Rob suggested to have Bulloch's separate the cost to repair/plow the main road for tracking purposes. It was agreed this is a good idea. Rob will advise Bulloch's. Discussed that Tom be put on the signature card and have Jim Hilton's name removed. Mike will generate the letter to the bank.

B. ARC

Mike spoke with Roger Thomas who agreed to be chairman of the ARC committee, and work with Larry and Tom. CC&Rs do not define who appoints people to the committee or the number of members. Patti Palanza has indicated she wants to be on the ARC committee. Reminder that the CC&Rs only give ARC 30 days to approve an application. Tom will bring the ARC committee recommendations to the board for approval, if Roger is unavailable.

Discussed Block 9, Lot 1- watering was approved to get the seed for the slope to take. The water is channeled into the culvert. The 14 inch culvert across the road may not be sufficient to deal with the water. It appears there was no engineering done on the lot, and the water was diverted onto another member's lot causing damage. Mike will reach out to the member. LynAnn suggested the board reads #7 on Owner's Construction Requirements prior to voting on refund of deposit to determine if the contractor has complied with the provisions.

1. Discuss/Motion/Vote ARC applications- Jeff Hartman advised he delivered his ARC application with paint chips to Roger on May 15. Roger told Jeff he did not expect any problems. Jeff told Roger the painters were scheduled in 2 weeks. Roger left town the next day and the board has not received anything to approve. Jeff painted a small portion to show the color, if anyone wants to look at it. Tom will follow up with Roger.

C. ROADS

Mike met with the Williams about the drainage issue. The water channels around the corner by Block 12, Lot 1 and then the culvert directs the water under the road onto the Williams property. Throughout the years, that area has eroded. The homeowner tried to remedy by leveling their driveway. We need to find out where the power and water lines are located prior to putting in a new culvert and see if it is possible to change the drainage in the area. Also, to do a major project would shut the road down during work.

Mike looked at High Valley View Circle. The water comes down from the hill without a good way to cross the road. The culvert Mike & Ray located crossing the road before is buried and probably plugged. Mike will ask Ray to locate the culvert. Larry will call Dennis to assist with that.

Ray has not yet given Mike a date to do the grading. Mike asked Ray to grade and patch fill from old cattle guard up through subdivision and only grade from

cattle guard down to the water tower. The focus of work will be on the upper half. Mike feels it best to get a better engineered plan to bring the roads to county standards before putting any money into them. Mike will follow up with Ray.

LynAnn looked at High Mountain View with Jim Hilton to see exactly how the berms diverted the water damaging the HOA road. LynAnn now feels she has enough information to have a discussion with the homeowner about a remedy. Larry still plans to draft a petition to the BLM to rescind having it as a designated ATV trail.

Mike sent an email to CICWCD about the 2 inches of gravel they still owe us from the leak and has not received a response.

D. Fire & Safety –Reggie sent emails to the various agencies asking for feedback following the wildfire exercise and has not received any response as yet; but will follow up. Reggie has noted on the website and FB page encouraging members to put the Everbridge app on their phones. Mike suggested going to Wildfires Near Me website which has a download to get the app.

There is a driveway on the east side of Right Hand Canyon with an ERA real estate sign. There are active fire pits and lots of garbage. We should notify the sheriff, especially during Red Flag.

E. Website – Kevin has completed the conversion to the new website and now working on group texting that the board will also be able to use. Kevin used the HOA credit card to auto pay the charges. There is the ability to access prior board member's emails.

F. Water – nothing to report at this time.

6. MEMBERS QUESTIONS– Open Discussion

Larry sent an email to Mike about the open range issue. We are a greenbelt area which saves us thousands in property taxes. We could post the information on the website to alert new members that they may see cows in the subdivision. Member suggested at annual meeting to provide copies of CC&Rs. They are on the website and are provided at close of escrow.

7. Date and Time for Next Meeting – June 23, 2021 at 6pm, in person & virtually

Meeting adjourned at 7:38 pm to Executive Session

Respectfully submitted by Regina Tashjian, HOA Secretary