

Cedar Highlands HOA Board Meeting  
October 13, 2022  
Cedar City Library, 6:00 PM

- 1) **Welcome by Mike Brask.** Board members attending were Mike Brask, Tom Wootton, Linford Nelson, Lori Silva and Jeff Hartman.
  - a. HOA members in attendance were: virtually—Jim Hilton, Debra Hartman and physically—Rick Silva, Patti Palanza, Nick Palanza, Greg Pierce, Larry Miracle, Dayleen Miracle, Greg Dietel, Sharon Dietel, Stan Carrizosa and Nancy Carrizosa.
  - b. Mike made a motion to approve August’s and September’s meeting minutes, Tom seconded it and all approved; motion passed unanimously.

**2) New Business**

- a. Mike announced that LynAnn Imlay resigned her position on the board as of 6PM tonight, October 13, 2022 due to family commitments that changed her availability.
  - i. Mike referenced the CC&Rs that stated the board could appoint another member to fill the vacancy.
  - ii. Mike addressed the attendees requesting if anyone interested and Jeff Hartman volunteered. Mike made a motion to appoint Jeff to the board, Tom seconded, and all were in favor. Motion carried.
- b. Mike stated that the first meeting after an election is to vote on who will fill what role on the HOA board.
  - i. Tom nominated Mike as president and Linford seconded. All approved.
  - ii. Mike nominated Tom as vice president and Lori seconded. All approved.
  - iii. Tom nominated Jeff as treasurer and Mike seconded. All approved.
  - iv. Mike nominated Lori as secretary and Tom seconded. All approved.
- c. Mike stated the need to have everyone review the code of ethics and come to the November meeting prepared to sign a copy.

**3) President’s Report**

CICWCD (Central Iron County Water Conservancy District)—Paul Monroe drilled up in the meadow and around it for testing. No reports are back as of this meeting. We will need two-thirds approval vote from HOA members before starting that project.

**4) Communications**

- a. With members has been ongoing
- b. With Iron County has been ongoing and as reported above
- c. With attorney—current is Jenkins Bagley, an experienced HOA firm in St. George and response to recent questions have not been received. Future reviews will be needed

with the Water Conservancy and our CC&R update, so a new attorney may need to be found. Mike said he will continue to work with Carson, from Jenkins Bagley for the time being.

**5) Committee Reports and Old Business**

- a. Mike discussed the need to review all committees to determine which two board members will be on each committee. The following committees will have the designated board members:
  - i. ARC—Tom & Mike
  - ii. CC&Rs—Tom & Jeff
  - iii. Roads—Jeff & Mike
  - iv. Fire & Safety—Tom & Linford
  - v. Water—Linford & Lori
  - vi. Welcome Committee—Lori & Tom
- b. Financial report was unavailable and will be reported on at the next meeting. Mike discussed the need to remove Reggie from the signature card with State Bank and include the new board members. He has drafted a letter to allow Jeff, Linford and Lori to take to the bank to make that transition. The current bills that need to be acknowledged and approved (most have been paid for by debit card) are:
  - i. HOA Annual Meeting barbeque--\$68.96 at Wal-Mart, \$11.08 & \$255.80 at Costco, \$103.00 for Ala Chelle Catering, \$14.37 for Lyn’s Market, \$20.39 for Smith’s Supermarket
  - ii. For signs \$353 to Pine Hollow Log Homes \$350 for Metal Mode Custom Metal Fabrication, \$33.28 (reimbursement due LynnAnn) for Image Pro
  - iii. For roads \$852 to Ashdown Brothers Construction for 50-50 mix to do the secondary roads in some spots when they did the final grade

Mike made a motion to approve the bills, seconded by Tom, and all were in favor. Motion carried.

- c. ARC (Architectural Review Committee)—Tom reported on the following:
  - i. Mayes, Block 10, Lot 6, 1130 Cedar Highlands Drive, structures completed
  - ii. Thompson, Block 11, Lot 9, 2349 High Mountain View Drive, emergency repairs completed
  - iii. Collins, Block 4, Lot 14, 2134 South High Cedar View Drive, approved for lot clearing and impact fees paid
  - iv. Hanners, Block 2, Lot 26, 2077 South High Cedar View Drive, application received for new home construction, impact fee and deposit paid, awaiting construction commencement. At this time, no permit has been posted, no portable restroom, no trash collection present.

- v. Nelson, Block 2, Lot 5, 1827 South High Cedar View Drive, application received for new home construction, \$1,000 impact fee and \$3,000 deposit paid. Construction underway. No permit posted, no portable restroom, no trash collection present at this time.

Tom stated that our CC&Rs require permits to be posted, a porta-potty and a trash collection receptacle to be on site. Moving forward, information will be posted on our HOA website the owner's requirements checklist for applications that have been signed and are currently underway. He also stated that exterior construction must be complete on structures within 24 months.

- d. Roads—Linford mentioned work being done on “C” Trail parking area by BLM and suggested they use Right Hand Canyon Road vs. Greens Lake Road with their heavy equipment and trucks. It was also discussed that a talk with Brad Pierce about keeping the sander working at all times and Mike suggested that Pierce does some ditching while his equipment is on the mountain since he has a \$2,500 a month minimum.
- e. Fire & Safety—Tom stated that he hasn't formed a committee yet, but plans to do so this year. Mike asked if there was the potential for grant money to be available for the Cedar Highlands plan. Tom will reach out to John Schmidt about another chipping date to address the newly formed wood piles in our community. Mike asked if Tom has collected information about how many hours people have spent so John can apply for grant money to fund the chipping.

Tom requested that all HOA members access the form on our website and log your hours for all the fire mitigation work done on your lot and return those forms to him or Linford so they can forward them to DNR.

<https://www.cedarhighlandshoa.org/wp-content/uploads/2021/07/FirewiseVolunteerMatchingFunds.pdf>

- f. Website—Kevin was not available, Tom reported he has gotten some training and has made changes to our website. Mike asked for Tom or Kevin to move the HOA's Facebook page from Reggie.
- g. Water—Update covered under the president's report. Mike suggested giving the hydrant's study that was done to Paul Monroe in case we move forward with him to install more hydrants in the community if we put a tank on HOA property.
- h. CC&Rs—[Stan Carrizosa] The committee has been meeting regularly over the past few months to review the bylaws and CC&Rs. They have found that there are many guidelines that we are not following exactly right and others that are no longer relevant. Moving forward, they are cross-referencing the bylaws and CC&Rs so there are no conflicts between them and will propose to the board that they be amended. Eventually, if the bylaws and CC&Rs are to be amended, it will need to go to all HOA

members. They are currently focusing on the section about elections so any changes can go to members for a vote by around March in advance of the September meeting. Discussion will take place at the next meeting in November. Mike and the other board members will read the committee's summary of proposed changes.

- i. Community Sign Project—Patti Palanza said she has a drawing ready. Mike suggested they get together with the fabricator to see if they can do it and try to get it done by the end of November.
- j. Welcome—newly formed committee

#### **6) Member Questions**

- a. Larry Miracle thanked all for helping Klaus and Linda Stetzenbach and suggested we put CC&R copies into welcome baskets.
- b. Stan Carrizosa talked about the deal Linford has with CICWCD and he needed approval from the HOA first—before the deal was made. Mike Brask commented about CC&Rs that are not being followed. Follow all regulations—be transparent.
- c. Greg Dietel had a question about drilling sites from the surveying for the water district. Would the water tank be entirely on HOA property? Larry, Stan & Greg discussed having to maintain at 80% (Water District)—trade values—service the road because we will get a fire house and possibly a helicopter pad.
- d. Stan Carrizosa commented on info sharing. Strategy info should be put on meeting agenda.

7) **Next Meeting**—Thursday, November 10<sup>th</sup> at 6 pm at the Cedar City Library

8) **Meeting adjourned**

9) **Brief executive session followed**