

MEETING MINUTES JUNE 13, 2024

(These minutes have been reviewed and approved by the Cedar Highlands HOA Board and serve as the official summary of the meeting which includes the official audio file)

Cedar Highlands HOA Board Meeting Agenda
Thursday, June 13, 2024, at 6:00 pm
Cedar City Library, 303 N 100 E, Cedar City, Utah

START RECORDING

Meeting called to order at 6:00 PM

1. **WELCOME** (Establish Quorum of the Board)

Stan welcomed all visitors and announced that Board member Wootton was travelling and not able to attend. This caused a disruption in our system for providing virtual meeting access and Stan reminded all that this meeting was not being conducted virtually.

2. **APPROVAL OF THE AGENDA**

3. **PUBLIC COMMENT:** During Public Comment members may address the Board on matters under the authority of the HOA including items on the agenda and items not on the agenda. The Board is not authorized to act on items not on the agenda. Public comment is limited to 3 minutes per person (yielding time to others is prohibited) and 10 minutes per topic, unless extended by the Board officer presiding over the meeting. Members requesting to speak during public comment will state their name and residential address for public record. In accordance with our Cedar Highlands HOA Bylaws, any other discussion or comments from attendees must be approved by a majority vote of the Board.

Deb Hartman spoke and expressed her concerns again for the culvert at the Zahkis old home. She heard that new boulders had been placed on the corner and questioned if the HOA paid for those boulders.

Stan responded by sharing that this matter had already been addressed and explained by the board numerous times before this. These responses are documented in the minutes. Stan expressed concern that from his personal perspective Deb Hartman has self-identified as our chronic complainer. He makes this claim following her fourth straight month where she has addressed the board, and each time has brought allegations against fellow community members and/or the board of directors. This is causing Stan to lose confidence in Deb's credibility and be dismissive of her constant complaints. He assured her that these old topics will no longer be aired during public comment at our meetings

4. **CONSENT AGENDA**

- a. Carson/Bagley Invoice: \$464.20
- b. Reimbursement for large boulders set by Tractor Works: \$500.00
- c. Intuit Account Fees: \$63.87
- d. Community Sign LED Lights: \$84.52

On a motion by Patti and second by Lori the board voted unanimously to approve the Consent Agenda as amended.

5. **ACTION ITEMS**

- a. Treasurer- Monthly Report and action on all financials and approval to pay bills: 2024 HOA Annual Budget (Forensic Audit Process Summary).

Patti gave the monthly Treasurer’s Report including an accounting of all bank statement, checks, deposits and fund balances. She also reported on the findings of the Forensic Audit conducted for the past five years (2019). The detailed findings can be found in the document and account for numerous errors and inappropriate practices in the past handling of all finances. Finally, Patti presented an updated and accurate annual Budget for 2024. All the details of the budget can be reviewed in the source document. On a motion by Stan and a second by Lori the Board voted unanimously to approve the Treasurer’s Report, the Forensic Audit and the 2024 HOA Budget.

- b. Authorization to open Restricted Account for holding/processing of Refundable Deposits.

Patti explained the need to open a separate Restricted Account for the holding of refundable deposits submitted to the HOA my members for various project requirements. On a motion by Stan and second by Lori, the Board voted unanimously to approve opening the account. It was mentioned we use a different address to further separate the restricted account from the general fund.

- c. Final Review & Approval of Board Policy 2024-4: NOMINATING CANDIDATES – BOARD OF DIRECTORS.

Stan reviewed the details of the new policy regarding how to carry out the activities of the Nominating Committee. This was a second and final reading of the policy. On a motion by Lori and second by Patti the Board voted unanimously to approve the policy.

- d. Appointment of Nominating Committee: 2024 Board Elections (*Julia Smith & Liz Swingle*).

Per the new policy, on a motion by Lori and second by Patti the Board voted unanimously to appoint Liz Swingle and Julia Smith to the 2024 Nominating Committee.

- e. 2024 Summer/Fall Roads Repair Proposal.

The Board took action to open the floor for possible questions from the board of the members of the Roads Committee. Lori presented the priority list of items to be addressed this summer. She reviewed the process the RC went through to identify and prioritize the projects. She explained how the Board enhanced the budget for road repairs. Finally, she reviewed each project and gave a brief description and cost estimate for each. On a motion by Stan and second by Patti the Board voted unanimously to approve the Roads repair Proposal.

- f. Summer Recess from schedule HOA meeting on July 11, 2024.

On a motion by Patti and second by Lori the Board voted unanimously to take a recess from the regularly schedule HOA meeting in July.

6. **COMMITTEE REPORTS TO THE BOARD**

- a. Fire/Safety– *Tom & Lori*

Fire Committee continues to work on the Fire Prevention Grant. Greg Peirce is leading this effort along with the Fire Committee. Efforts to submit the grant application continue.

- b. Roads – *Lori & Stan*

Roads report was incorporated into the Roads Repair Proposal presented above.

- c. ARC (action on applications/refund approvals) – *Patti & Tom*

Patti reviewed the ARC report noting that pending items from last month continue and one new application was received for property modifications. On a motion by Stan and second by Lori the Board voted unanimously to approve the ARC report and eligible applications.

- d. CCR/Bylaws – *Stan*

No report.

- e. CICWCD/ CH HOA Water Tank & Fire Hydrant Agreement – *Greg Pierce & Lori*

Lori shared and update and read a written update submitted by Greg Pierce. The funding for the Water Tank project is in the final stages of government approvals. The project should be ready to bid in July and award the bid to begin construction by September. More to follow...

7. **INFORMATION ITEMS**

- a. Beehive Technologies Update – Spring 2025

Beehive technologies is moving their proposal through the federal EIR process. This will carry into the late fall so the likely start time for the project will be late spring 2025.

- b. REMINDER: Annual Membership Meeting, Saturday, August 31, 2024

Stan reminded all that due to the start of water tank construction, this year's annual meeting will be held at Main Street Park in Cedar City.

- c. Update on Loafing Shed Proposal: Connecting w/ BLM

We contacted the City Manager and learned that they lease the property by our dumpster from the BLM. We have the contact people at BLM and will continue to research locating a loafing shed by the dumpster.

8. **NEXT MEETING** Thursday July 11, 2024, at 6:00PM

The Board took action to take a recess from their monthly meeting in July. Next meeting August 8, 2024.

9. ADJOURN. **END RECORDING**