

CEDAR HIGHLANDS HOA BOARD MEETING MINUTES
Wednesday, January 20, 2021 at 6 PM

Virtual Meeting

APPROVED

1. **Welcome/Quorum established** – The meeting was called to order by Mike Brask. Board members in attendance were LynAnn Imlay, Jim Hilton, Rob Shelton and Regina Tashjian. Other members in attendance were Monica Wooten Douglas Smith, Roger Thomas, Larry Miracle, Jeff & Deb Hartman and Manny Mosqueda. Jim made a motion to approve last meeting minutes, seconded by Rob. Vote was taken and unanimously approved.

2. NEW BUSINESS

A. Continue the discussion of Policies & Procedures Manual- Jim suggested as the final version has not been posted, Jim will send out the 1st one to the board and after hashing out the content, he will post it. The draft procedures need to be on the website 2 weeks before we can vote on it.

B. Remove Notice of Vote – Reggie will work on contacting the court for the process to remove next month.

C. Dumpster signs - Because people leave items outside the dumpster, discussion about having a large sign near the dumpster. Mike suggested contacting Iron County and getting one of their signs which lists the ordinance and fine. LynAnn will contact Iron County and find out what they can do regarding signs and enforcement.

3. PRESIDENTS REPORT

There haven't been any follow up meetings with the county about the roads since December. Reggie attended the January 11 Iron County Commission meeting in which the zoning for the land formally in Cedar Highlands Town was to be voted. Due to a technicality with the agenda, the commissioners were unable to vote, which will occur at their next meeting. Reed Erickson made a very good presentation explaining the history and the Planning Commission's recommendations for zoning. Reggie was very encouraged with the commissioners understanding of our unique situation and their eagerness to continue the dialogue with the HOA. Reed also advised the discussions with all involved parties about the road is ongoing. The planning commission recommended the 165 lots within the HOA will be zoned R-1. The other land will be zoned A-20, which was what that land was prior to incorporation.

4. COMMUNICATIONS

A. With members – Reggie advised that Stephanie Mosqueda and Susan Allman delivered the Welcome Baskets to 9 members. Reggie received a lot

of positive feedback from members who were very happy with the information, especially the Fire Wise information, in addition to the goodies. Stephanie & Susan will give their receipts to Rob.

B. With Iron County – previously discussed in the President’s Report.

C. With attorney – there has been no contact with the attorney.

5. **COMMITTEES:**

A. **Financial** – Rob presented the current financial information. (available on the website)

1. Discuss/Motion/Vote- current invoices.

Elaine Madsen for accounting assistance and creating the 2021 dues invoices \$475 for the past few months. Reggie made a motion to approve, seconded by LynAnn. Vote was taken and unanimously approved.

\$10 for repairing dumpster locks paid by Jim Hilton. Rob made a motion to approve, seconded by LynAnn. Vote was taken and unanimously approved. Jim abstained from vote.

Jenkins Bagley for reviewing Policies & Procedures and the ARC policy. Mike made a motion to approve the \$453 bill, seconded by Rob. Vote was taken and unanimously approved.

Bulloch Dirt Works. Invoice 12/13/20 to 12/19/20 \$1540 and snow removal 1/2/21 \$8564. Sanding week ending 1/9/21 \$168. Reggie made a motion to approve the 3 bills, seconded by LynAnn. Vote was taken and unanimously approved.

Mike made a motion to approve the year-end financial statement prepared by Rob, seconded by LynAnn. Vote was taken and unanimously approved. With the year-end statement, Mike suggested having Elaine prepare the 2020 tax return and get the information ready for a CPA to do the certified financial report for the members. It was suggested to get referral of a CPA from Elaine for discussion and approval at our next board meeting.

B. **ARC**

1. Discuss/Motion/Vote ARC applications- no new applications. Jim will email the ones with open applications for status.

2. Discuss/Motion/Vote new ARC Form - Jim incorporated attorney’s recommendations and we are in compliance with the CC&Rs. The HOA years ago adopted the deposit requirements. Jim is preparing the ARC Policy & Procedure for this. LynAnn will go through it for grammatical check. The content is accurate. Mike made a motion to approve the Owner’s Construction Requirements form, seconded by Reggie. Vote was taken and unanimously approved.

C. **Roads**

1. Contract with Bulloch- discussion about whether to enter into a contract at this time or proceed as we have been. Ray is fine without one. With

limited snowplow call out this year, Ray would probably want a minimum set. Ray has sent his crew out immediately when we needed plow, sanding and during last summer's flash flood event. The culvert cleaning took about 6 weeks as Ray had other commitments that could not be changed, but that did not impede anyone from getting safely up/down the road. The concern is having the confidence that Ray will continue to do our work, especially emergencies. We found there aren't contractors available that have the necessary equipment and are willing to come out on a moment's notice. If we continue to have a light snow year, the money we do not spend for plow can be used for secondary road improvements this spring/summer. That could be part of the discussion with Ray that Mike will have. Mike will look at the vendor history to see what the HOA pays on average each year to Bullochs. The other concern is that as there is uncertainty right now with fuel prices and the economy, it may not be the best time to enter into a contract. We can consider a fuel surcharge if the price goes up dramatically.

Mike suggested if Iron County moves forward and requires us to bring the secondary roads to county standards, Mike will ask Reed and county engineers if they can assist us and let us know what has to be done. This will help us determine the projects we need to do, to be certain HOA money is spent wisely. Mike advised that the county is sending an engineer to do a traffic study. This follows our discussions when we advised Reed and interested parties that the traffic in the summer greatly increases, especially ATVs. By putting a counter in the winter when the traffic is primarily HOA residents and some contractors, will give them a baseline number. In the summer, the county can evaluate the increase usage of the main road. The county engineer plans to start looking at the 17% grade and what to do with the 2 lots purchased for re-engineering. Mike also asked Ray to give input on what it takes to bring the secondary roads to county standards. This will allow us to prioritize what projects to do this spring/summer.

Discussion about the washboard on the main road. Ray said not to do gradings until after the snow season. We previously budgeted for 3 gradings a year. Last year we did only 1 as Ray did a lot of road work and the road was in decent shape until the ATVs started ripping them up and the gradings lasted only a couple of weeks. The more money the HOA spends on bringing the secondary roads up to county standards, will lessen the burden on the members when the time comes that Iron County moves forward. Mike also is hopeful that with the ongoing discussions with the county, we may be able to get them to bring up material and the HOA would pay for spreading, grading and rolling costs. As it will take time for the county to do any major road improvements, whatever we can do to have them help with maintenance will be a plus.

When we pressed CICWCD for contributions for the plow to the water tower, Paul Monroe said they have an app on their phones and they don't need to go up to the tower and forego plowing to it. That will save the HOA \$300-400 per plow.

D. **Fire & Safety** - not much has happened. There are still piles of wood that are a few years old that are dried out. Jim has been trying to get with John Schmidt to see when they plan to do control burns. There must be snow on the ground and there wasn't enough snow to do it. There also has to be no wind. Ryan Riddle will be doing some burns soon and Jim will follow up with him.

E. **Website**

1. Updating Domain name- the town had cedarhighlands.org domain. The annual cost to keep is \$21. If someone did not type the "hoa" at the end of ours, it would direct them to the HOA website. If we tie up our name "cedarhighlands", no one else can do anything with it. Now a realtor holds cedarhighlands.com and is getting the benefit of our name. It also gives us the option of doing something with it in the future. We agreed it is worth the cost. LynAnn made a motion to update the domain name, seconded by Rob. Vote was taken and unanimously approved. We can use the HOA debit card to auto bill the annual fee.

F. **Water** - There was no December meeting. The CICWCD meeting is tomorrow. Jim will attend virtually.

6. **MEMBERS QUESTIONS**- Open Discussion. There was no member questions

7. **Date and Time for Next Meeting**- February 17, 2021 at 6pm

8. **Adjourned** at 7:31pm.

Respectfully submitted by Regina Tashjian, HOA Secretary