

# Cedar Pass Ranch

## HOA Board Meeting Minutes January 3, 2019 7:00 pm

**Welcome and Attendance** Tiffany Felix Presided over the meeting. Attending were Joan, Tiffany, Mike, Richard, Kevin and Steve from Parker Brown.

### **Consent Agenda:**

1. Reviewed and approved of minutes from the prior board meeting.
2. Reviewed and approved financials and accounts receivable presented by Steve Coltrin (Parker Brown)
3. The proposed budget was presented and after board members review it will be discussed and approve in a future meeting.

**Public Comment:** (The public may address any issue not already included on the agenda. Please state your name for the official minutes and be mindful of the time of all meeting attendees by keeping your comment to 3 minutes.

A homeowner asked why HOA payments are mailed to Nevada. Alliance Bank is a bank that caters to the needs of Property Management companies. By using them, banking and processing costs are significantly lower and allows Parker Brown to keep their cost to the HOA lower. Deposits are online and actually speeds up the collection process.

A homeowner asked why matters may be held back to a closed session. The notes below relating to why a closed session is held was reviewed again.

### **Reports:**

1. Mike reported on the work with the city regarding trail usage. He has the determination that the PUE designation on the plat map means Public Utility Easement, and not Public Use Easement. He is getting a letter from the developer that states that as well.
2. Tiffany reported that 3 of 4 people who were asked to serve on the CC&R revision committee have accepted. There will be 9 total member, 2 of which will be board member. People may volunteer to serve on the committee up to Jan 31, 2019. Sections of the CC&Rs will be updated and presented to the board for their acceptance. The goal is to have the committee's task completed prior to the annual meeting at the end of the summer.
3. The new website is up and running. It uses the same name as the old one. Updates will be made.

### **Action Items:**

1. Kevin will see if he can move the damaged wall back in place, pour some concrete and then repair the surface stone work. Will have a few homeowners work with him on this.

### **Board Business**

1. Reviewed the landscaping contract. Would like to get a more detailed contract in place with the current landscaper that includes how he determines the percentage discount on the mowings, and providing more detailed info on his billings for what repairs are done.
2. The property management contract will be up for renewal on June 30, 2020.
3. The board positions and descriptions will be updated in the CC&R revisions.
4. Want to also establish written expectations for board activities. It was agreed to have the proposed agenda sent out a week prior to each board meeting to allow for input from the board members.
5. Eric Gardner has completed the digital scanning of all the past documents. Tiffany will set up a time to go to Kent Price's barn to see what needs to be done to eliminate the need to keep things there.
6. Tiffany will let the architectural committee know that Joan is the liaison with their committee and will ask them to include her on all emails regarding applications from homeowners.

7. Kevin reported that he is getting volunteers for various portions of the trails to alert him to any unusual activity or problems with those sections of the trails. Also may contact Conan to see if he would be willing to help with clearing out impassable sections of the trails.

**Closed Session** (The board will enter into a closed session in accordance with Utah Code 57-8a-226 to consult with an attorney for the purpose of obtaining legal advice; discuss ongoing or potential litigation, mediation, arbitration, or administrative proceedings; discuss a personnel matter, discuss a matter relating to contract negotiations, including review of a bid or proposal; discuss a matter that involves an individual if the discussion is likely to cause the individual undue embarrassment or violate the individual's reasonable expectation of privacy; or discuss a delinquent assessment of fines.)

**Action Items**, if any, from Closed Session

Adjourn

The next scheduled HOA Board meeting is Thursday, February 7, 2019, 7pm

*Our mission is to enhance the quality of life in our neighborhood through effective and proactive management of our resources and our common areas, to have reliable and consistent enforcement of our rules and covenants and to provide ethical and fiscally responsible solutions that promote a strong sense of community in order to optimize our property values and plan for the future.*