**Trails at Navajo (TAN) HOA Annual Meeting Minutes**

**August 31, 2019 11:10 am @ Fire Pit**

* The meeting started at 11:12 am conducted by Jeffrey Fenske, TAN HOA manager. Proxies were collected from Claude Slack, CPA, Jeffrey Fenske, and HOA members in attendance. There was a quorum of 42 Owners represented at the meeting (56% of total 75 Owner Lots) and the voting was binding. The attendance and proxies are listed below.
* Roll Call was taken and Attendance on 8/31/19 was as follows: Scott Armour, Ron Ayers, Thomas Barlow, Scott Bennett (Stan & Judi Nielson), Adam Bird (Terrell Bird), Karla Cox, Jeff & Joni Davis, Karen & Alberto De La Paz, Jeffrey Fenske, Beth & Peter Frenzel, Trent Horn (Barbara & John Horn), Steve & Shona Marx, Adam Seward, Cheryl & Terry Truesdale, Jerry Twiggs, Karen Westover, and Bob & Julie Ydens.
* Proxy representation and Lot #’s are listed on final page.
* Jeffrey Fenske explained the Proof of Notice of TAN HOA Meeting was verified by Claude Slack, CPA, and the 10 Day notification requirement had been met in calling for the annually scheduled TAN HOA meeting on 8/31/19. In addition, TAN HOA is registered with Utah Corporations, corporations.utah.gov and HOA Utah, hoa.utah.gov with TAN ID # HOA1027463751837.
* The minutes of the 2018-19 HOA meeting were distributed for review and corrections. A motion was made by Bob Ydens and seconded by Jerry Twiggs to approve the minutes with no additional corrections. The vote was unanimous and motion carried.

**Old Business (Reports)**

* BH Town resurfaced TAN’s residential streets in 2014 and in 2019. According to BH Town schedule, Hunter Ridge Rd from TAN 1st entrance to TAN 2nd entrance (currently dirt) may be initially surfaced in 2021 depending on funding. TAN Owners should keep vigilant watch on residential street conditions and corresponding erosion for the purpose of evaluating the resurfacing process and making suggestions for next phases of our crack sealing followed by micro-resurfacing. Addition of residential street curbing depending on cost and funding may reduce erosion on edges of streets while enhancing neighborhood appeal.
* Jeffrey Fenske reported that TAN’s Website (tanhoa.org) continues to be primary communication link with positive feedback on user-friendly experiences. TAN’s “Virtual Security” system continues to progress, but wireless security cameras require higher band-width for optimum performance, and TAN will inquire/schedule service with cable provider (i.e. South Central) to provide higher speed connectivity.
* Four new homes remain under construction or near completion in TAN in addition to new Owners and new requests to begin construction in Spring/2020. Trails @ Navajo (TAN) again welcomes Tracy & Will Hokanson (Lot #7), Allison & Will Sepp (Lot #14), Heather & Jesse Rushton (Lot #15), Karen Westover (Lot #12), Jeff Parker (Lots #27+36), Terrel Bird (Lot #29), Doug Fife (Lot #35), Ron & Patty Ayers (Lot #39), Alberto & Karen De La Paz (Lot #43), Laurie Mallon (Lot #54) and Beth & Peter Frenzel (Lot#70).

**New Business**

* Forward thinking and planning for current residential parking challenges were explained as considerable concerns relevant to BH Town’s Parking Policy, TAN’s Short-Term Rental Rights and TAN’s Good Neighbor Guidelines within Rules and Regulations Document.
* Following in-depth discussion on parking expectations, BH Town and HOA policies, current neighborhood conditions and alternative parking locations, the general consensus was to allow BH Town Police to enforce parking on TAN neighborhood streets. Furthermore, TAN will evaluate the usage and availability of BH Town overflow parking locations to meet the needs of Owners & Guests.
* Following authorization from BH Town, TAN HOA will consider purchasing private “**No Parking Signs”** to be placed at strategic locations within cul-de-sacs or streets following Owner request and TAN Board approval.
* TAN Owners moved to general consensus to continue to advance with an aggressive plan on current and future fire prevention through awareness and mitigation by dead tree/ branch removal. Available TAN HOA Repair and Maintenance funds in addition to necessary additional general funds can be used to support dead tree & branch removal and clearing from TAN common areas and Owner lots including unsafe proximities to homes. Jeffrey Fenske will continue to consult w/ BH Fire Chief and BH Town for Federal/State Funding availability.
* Fire Prevention/Mitigation, Parking, and Snow Removal remain top priorities within HOA; therefore, Owners were in agreement to continue to use TAN HOA funds to subsidize 50% of the cost of dead tree/branch removal from their lots and common ground through Fall, 2020. Information was shared on Shade Tree Borers and potential cost and damage to Owner’s infected trees. One owner estimates about $1,000 related to insect pest control costs relevant to dead tree removal. Another Owner agreed that pest control against Shade Tree Borers is a positive step, but there is no guarantee since insects/pests move rapidly dependent on circumstances. Local Parowan contractor Jeff Crabdree and available independent contractors will continue to remove/mitigate dead trees and branches beginning in the Spring of 2020.
* Dialogue, discussion and review ensued on TAN’s 4th Amendment and Short-Term Rentals (STR) under BH Town’s and TAN’s Short-Term Rental Good Neighbor Guidelines. Following sharing of ideas, experiences, and development of neighborhood and future home-building potential and value, general Owner consensus was to allow our current STR guidelines time to develop while continuing to strengthen our STR protocol that benefits Owners, Guests and single-family residents.
* Tan’s Rules & Regulations (Living Draft) remains the reference document to guide and enhance clarification in manner receptive to Owner’s input and interests. HOA Manager responsibilities will continue to include reasonable time necessary to modify and administer TAN Short-Term Rental Guidelines as necessary guided by TAN’s Board of Directors to maintain high standards and transparency.
* Dialogue and discussion continued to the topic of Common Ground liability, safety, ingress and egress of the development to eliminate having to travel on paved roads. TAN’s HOA Insurance Policy Declarations do not include coverage for motorized vehicles riding on common trails under General Liability and/or Excess Liability lines of insurance. Owners reiterated that recreational riding on common trails remains prohibited and separate from a common sense approach following TAN’s Good Neighbor Guidelines under safety and general respect for Neighbors. Allowing ingress and egress from an Owner’s property to connect with BH Town and Dixie National Forest trails remains an agreed upon decision by Owners.
* Jeff Davis motioned for TAN to recognize and apply BH Town’s and TAN’s Good Neighbor Guidelines together in regards to Common Area Safety and Liability. The motion was seconded by Trent Horn and vote was unanimous to reinforce following Rules & Regulations and motion carried.
* To further secure safety for mountain biking, hiking, snowboarding, and skiing on our common trails, continued vigilance remains our primary means to monitor prohibited ATV, Snowmobile, and motorized usage. Video surveillance network assists in identifying outside illegal transgressors entering common ground and ski run property into TAN. Residents can further assist by communication directly to HOA Manager and/or BH Town Police regarding Common Area violations and private property guidelines.
* BH Resort ski groomer Mack Hatch and Jeff Crabdree (Parowan) will continue to maintain our ski tunnels located on common area trails through our three tunnels under Trails at Navajo Ave. in order to manicure and prepare for easier passage and gliding throughout winter ski/snowboard season. In addition, Mack Hatch will secure our Ski Crossing over Trails at Navajo Ave. adjacent to Lots 39 & 41 and 51 & 52 since there is no current ski tunnel under the residential street. This ski crossing will remain maintained throughout the beginning of Ski/Snowboard season through season closure, and it will be budgeted under TAN HOA Trail Grooming cost projections. A Ski Crossing sign will be researched for TAN Board safety consideration for placement on Common Trail prior to crossing residential road.
* A summary of the 7/31/2019 financial statements and expenditures (prepared by Claude Slack, CPA) were distributed and reviewed for the purpose of transparency (see financial report posted on Trails @ Navajo website). The 2019-20 budget proposal for revenue and expenses was distributed, and discussion ensued:
1. Jeffrey Fenske reported that Trails @ Navajo HOA’s Total Liabilities and Stockholders’ Equity balance was $129,507.59 as of 7/31/19.
2. Jeffrey Fenske explained that remaining listed Budget categories were similar to the 2018-19 TAN HOA Budget.
* With these budget proposals Jerry Twiggs motioned to approve budget as presented and seconded by Adam Seward. The vote was unanimous and budget proposal carried.

**TAN HOA Board of Directors and Architectural Review Committee Nominations and Elections**

* Jeffrey Fenske opened up nominations to the HOA Board of Directors. No new nominations were motioned, and no Owner in attendance or through Proxy indicated interest to become a nominee to the Board.
* Jeffrey Fenske opened nominations to the Architectural Review Committee (ARC). No new nominations were mentioned, and no owner through Proxy indicated interest to become a nominee to the ARC.

**Ideal Neighborhood and Town Upgrades**

* Best Western Premier and Cedar Breaks Lodge have communicated that Corporate Liability Policy is not allowing TAN to contract and access facilities usage benefiting TAN Owners and guests. An additional formal request will be made to both Hotels & Lodges to inquire about alternative options of Insurance Liability coverages in order for TAN to contract and access pools, fitness centers, and facilities.
* Future development of TAN Lots and desirable neighborhood growth continue to be advancing with multiple homes completing construction and additional owner plans for new building in Spring of 2020.
* Consultation with Rainbow Signs or additional vendor will be undertaken to design and print Owner/Guest-friendly brochure style reference revealing adjacent BH Town walking/hiking trails coupled with TAN Ski-In & Ski-Out routes in map form that link current pathways to our common trails and residences.

**Adjournment**

* With no other items of business, a motion was made by Bob Ydens to adjourn, and seconded by Ron Ayers. The HOA meeting adjourned at 12:42 pm.

**TAN Board Members**

* **Adams, Dave**
* **Crockett, Kristine**
* **Fenske, Jeffrey**
* **Horn, John**
* **Weaver, Scott- President**

**TAN Architectural Review Committee**

* **Adams, Dave**
* **Ayers, Ron**
* **Horn, Barbara**

**2019-20 Budget Approved**

Revenue

Dues $29,184.00

**Total Revenue $29,184.00**

Expenses

Rocky Mtn Elec & Wifi-Annual $900.00

Claude Slack, CPA Accounting $3,200.00

HOA Manager $6,000.00

Insurance $2,500.00

Legal Fees $2,500.00

Office/ Technology/ Security Expenses $1000.00

Property Taxes $500.00

Repairs & Maintenance $6,000.00

Taxes $250.00

Trail Grooming $4,000.00

Web Site Management $500.00

TAN Short-Term Rental Accountability by HOA Manager (Trial) $1,800.00

Reserve $34.00

**Total Expenses $29,184.00**

**HOA Meeting – Lot Owners Represented**

Lot Owners/Representatives/Family (In Attendance + Proxies) Lot # (s) Represented

Terry & Cheryl Truesdale 3

John & Kathryn Henner 5

Glenn Bingham 11,13

Karen Westover 12

Allison & Will Sepp 14

Brett & Kristine Crockett 16

Charles Harpster 17

Pat & Peggy McCullough 18

Jerry & Kristine Twiggs 19

Scott Armour 28

Terrell Bird (Adam) 29

Dave Adams 30

Barbara & John Horn (Trent) 31

Thomas & Keriann Barlow 33

Doug Fife 35

Stan & Judi Nielson (Scott Bennett) 37

Ron Ayers 39

Adam Seward 40

Karen & Alberto De La Paz 43

Damon Schuetze 44

Brian Head Resort (Burke Wilkerson) 46-52

Karla & Chet Cox 56

Jason Nielson 57

John Cottam 61

Jeff & Joni Davis 62-65,74

Nichole & Ryan Moore 67

Patricia & Jeffrey Fenske 68

Beth & Peter Frenzel 70

Julie & Bob Ydens 73

Lyndsay Groom 75

Steve & Shauna Marx (Belmont Anderson) 76

**Total Owner Lots Represented: 42/75 (56%)**