

Cedar Highlands Homeowners Association Board Meeting
838 E. Cedar Highlands Drive, Cedar City, UT June 20, 2009 at 6:30pm

The Cedar Highlands Homeowners Association Directors held their monthly board meeting on June 20, 2009 at 6:30 p.m. at the home of Tom Kosakowski and Janet Webb.

Cedar Highlands Board Members Present: Beth Gaines, Manny Mosqueda, John Tully, and Janet Webb. Linford Nelson and Clive Newell were absent.

Others Present: Stan Gaines, Curtis Nielson of Nolte, George Mason and Tom Biller (George's new assistant)

The minutes were taken by Janet Webb.

- 1. The meeting was called to order at 6:30 p.m.; Welcome and Introduction of visitors – John Tully**
- 2. Approval of Minutes:** After a few corrections on the minutes from May 2009 were noted, Beth motioned to approve the minutes as corrected. Janet seconded the motion. The vote on the motion was unanimous.
- 3. Committee Reports:**
 - A. Water Report – George Mason**

We had another positive bacteria test in the upper tank last month, which has already been corrected. The lower tank was never affected. We now meet all state requirements for drinking water. George is working to achieve an adequate chlorine level without users smelling or tasting it. George gave us a heads up that we have an expensive water test coming due.

- 1) Nolte Update - Curtis Nielson of Nolte attended our meeting to give us a status update. Our applications have been submitted and we are on the State's agenda in September for our Master Plan. Unfortunately, our project application is on hold due to lack of State funds. Our system has already been modeled by Corwin Wilmore out of Salt Lake City. Curtis said it is possible we could get funding thru USDA, however, it would be a little more expensive through them due to extra engineering which they require. As we are on the State's priority list, it is possible we could see funding in March of 2010.
- 2) PRV Rebuild – George Mason and John Tully will work on rebuilding the PRV this coming week as long as the parts arrive.
- 3) Well Development Prioritization – With input from George Mason, Board members prioritized development of the new well as follows:
 - a) Run the electrical.
 - b) Purchase submersible pump and begin development/pumping.
 - c) Obtain engineer report of how well will be equipped and pump house engineering.
 - d) Build pump house.
 - e) Connect to existing system and purchase chlorinator.George will try to get the Electric Company up to see where we can lay the line and if there is already a utility easement.
- 4) George was notified of a leak at Lot 34 Block 2 which appears to have been a loose fitting. All homeowners are asked to let our water master or a Board member know as soon as possible if a water leak is detected anywhere within our subdivision.

Cedar Highlands Homeowners Association Board Meeting
838 E. Cedar Highlands Drive, Cedar City, UT June 20, 2009 at 6:30pm

5) George stated that the small pump in the lower tank is faulty. We will have to have the wiring looked at. If unable to repair, we will need a new pump at an approximate cost of \$50.00.

B. Financial Report– Beth Gaines

- 1) Collections/Status of letters to delinquent owners – Beth asked the Board to review the letters she prepared for the delinquent owners. She will have the official letters ready for John’s signature on Monday. The letters will be sent by certified mail, return receipt requested the first part of the week. Board members calls to delinquent owners produced approximately \$1,100 in dues. We have received partial payments from four (4) out of the eleven (11) remaining past due owners. Approximately \$9,408 is still due.
- 2) The April 2009 “Cedar Highlands HOA Financial Accounts” report was presented to the Board. After review, Janet motioned to approve the financial report. Manny seconded the motion. The vote on the motion was unanimous.

C. Architectural Report – Manny Mosqueda

- 1) Manny reported that there are 71 homes in the subdivision with 2 still under construction.
An application was received from the owner of Lot 3 Block 11 to build a large detached garage. Construction fees have been collected. An application was also received from the owner of Lot 9 Block 3 to build a detached garage and carport. Construction fees have been collected. The owner of Lot 2 Block 10 has withdrawn the application to build hay shed.

D. Fire – Clive Newell (Reported by John Tully in Clive’s absence)

- 1) John Schmidt of the Forestry Service will continue work on Right Hand Canyon Road to maintain a second “escape” route from Cedar Highlands in case of an emergency evacuation.

E. Roads – Beth Gaines, Manny Mosqueda & John Tully

- 1) Road signs request – The request was completed and copies were given to the County Commissioners as well.
- 2) Determination if another project in budget for this year – We all agreed that putting gravel on the road has not only made the road worse in a shorter amount of time, it has also made traction and control much more difficult. This was a learning experience. We discussed areas of concern and safety and decided that John will ask Jeff Hunter of Mountain Valley Excavating for a bid to fix the drainage issue at the intersection of Cedar Highlands Drive and E. High Mountain View Drive. We will also ask for a bid to fix the road near Lot 8 Block 12. Both of these areas have erosion due to drainage issues.
- 3) Manny motioned to have the roads bladed prior to the July 4th holiday as well as prior to the Annual meeting. Beth seconded the motion. The vote on the motion was unanimous.

Cedar Highlands Homeowners Association Board Meeting
838 E. Cedar Highlands Drive, Cedar City, UT June 20, 2009 at 6:30pm

F. CC&R's – Janet Webb

- 1) Janet will ask Stephanie Mosqueda if she can assist her in preparing the final draft of the proposed changes to the CC&R's. She would like to have the final draft available to all Board members at a special meeting to be held on July 1st, 9:00 a.m. at John Tully's house.

4. Other Business/Discussion

- A. Annual Meeting Date – The Annual meeting date was set for Saturday, August 15, 2009 at noon. Food will be served at 11:30 a.m. It will be in the same common area as years prior. Contingent upon the weather, setup will take place the day prior.
- B. Prior to Janet and the concerned home owner meeting with our attorney regarding the newspaper article about Cedar Highlands, the concerned home owner talked with an attorney acquaintance of theirs and was advised no action is needed at this time.

5. Action Items:

- A. Manny to check and see who owns the stakes in the meadow.
- B. George to get bid from Power Company to run electric.
- C. Janet to e-mail shut-off notices to Beth
- D. Beth to research Business Money Market Account relating to how many transactions are permitted per month.
- E. John to contact Jeff Hunter regarding road blading prior to the July 4th holiday and prior to the Annual Meeting on August 15th. Also, ask for bid to fix drainage issues and road repair at the intersection of Cedar Highlands and E. High Mountain View Drive and further East on High Mountain View Drive between Maple and Aspen.
- F. After bill arrives from lien release, Beth to refund difference to home owner.
- G. George to evaluate pump in lower spring A.
- H. Manny to send the proxy voting form to all Board members.
- I. John and George to rebuild the PRV when parts arrive.
- J. Beth to have all official 7-Day Demand Letters signed by John on Monday and mailed out Certified, return receipt requested by the first part of the week.
- K. All Board members to read the draft of the June minutes.**

6. Public Comment: There were no public comments.

7. Time and place of next meeting: The next Board meeting will be held July 18, 2009 at 6:00 p.m. at 1147 Cedar Highlands Drive at the home of Stephanie and Manny Mosqueda.

8. Adjourn: Janet Webb motioned to adjourn the meeting, Beth Gaines seconded the motion. The vote on the motion was unanimous. Meeting adjourned at 9:27 pm.