

Cedar Highlands Homeowners Association Board Meeting
1164 E. High Mountain View Drive
6 PM Saturday December 13, 2008

The Cedar Highlands Home Owners Association held their monthly board meeting on December 13, 2008 at the Gray's Residence located at 1164 E. High Mountain View Drive, Cedar City, UT. The meeting was called to order by President John Tully at 6:50 PM.

Cedar Highlands Board Members Present: Clive Newell, Janet Webb, Manny Mosqueda and Steve Gray. Linford Nelson and Beth Gaines were excused.

Others present: Stephanie Mosqueda

The minutes were taken by: Shelly Newell

1. **Call meeting to order** - Welcome and Introductions – John Tully
2. **Approval of October minutes:** Janet Webb motioned to approve the October 2008 minutes with two amendments. Manny Mosqueda seconded the motion. The vote on the motion was unanimous.

The items that need to be changed in the October 2008 Minutes are as follows: #3D needs to state “30 days late notice” and #6A needs to read “Lot 2 Block 3.”

3. **Financial**

- A. **Collections** – Manny Mosqueda updated the board on the status of payment from Abraham Roth and Associates, Inc. A partial payment of \$730.45 was received via standard Fed-Ex on 12/15/2008. Mr. Steve Kahn stated that they would make additional installments weekly after the first of the year.

Per Mr. Steve Kahn, Abraham Roth and Associates owes CHHOA a total of \$3,740.45 but no statement was provided in writing verifying these numbers.

Shelly Newell has volunteered to contact this company for monies owed and specific documentation confirming what was stated verbally.

- B. **Expenses & Deposit Report** – The “Cedar Highlands Expenses and Deposits for October 2008 and November 2008” was presented to the board.
- C. **2009 Budget** – The Cedar Highlands board was presented with two documents; a “Comparative Revenue and Expenses and Budget Worksheet” and an “Analysis of Projected Cash Available to Budget for Expenditure for the Calendar Year 2009”. The board discussed each line item in detail.

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Janet Webb motioned not to increase dues for both the water fund and the general fund for 2009. Clive Newell seconded the motion. The vote on the motion was unanimous.

- D. **HOA dues** – Once the board has approved the 2009 fees, Dick Dickinson will invoice the residents accordingly.

Beth Gaines, CHHOA treasurer, will xerox a copy of the payments received and send a copy to Richard for his records.

Stephanie Mosqueda, the former CHHOA treasurer will create a “to do list” including standard operating procedures” and give this information to Beth. This document can be used as the treasurer’s guideline.

4. **Committee Reports**

- A. **Fire** – Clive Newell reported that chipping has been done in the community.

- B. **ARC** – Manny Mosqueda stated that currently there are 71 homes in the subdivision with 2 under construction. Also, one application for a stand-alone garage has been received from the owners at Lot 34 Block 2.

The “ARC committee report for Dec 13, 2008 Board Meeting” was discussed. This document is included as an attachment to the minutes.

C. **Water Report**

1. **Well update** – there is plenty of water coming from the well.

The letter received from Department of Environmental Quality dated October 27, 2008 regarding the “Plan Approval” was reviewed by the board.

John Tully, Steve Gray and George Mason are the primary contacts regarding the well and water system questions.

A water sample will be forwarded to Mr. Chartier.

- a. **Pump costs and bid** – George Mason will get estimates for power and a temporary pump house. There may be options of receiving low interest loans or grants from the state.

The quote from George Mason for the pump was reviewed.

- b. **Drinking water infrastructure questionnaire** – John Tully and Shelly Newell will work on this questionnaire.

- c. **Beth/Steve historical H2O meter costs** – Beth Gaines has been asked to provide this information at the next meeting.

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2. **Bob Havens** – a letter will be submitted to Bob, the CHHOA previous water master, thanking him for his years of service and requesting that he not do any additional water work for, or on behalf of Cedar Highlands as he is no longer covered by the liability insurance.

D. Roads

1. Steve Platt stated that “You are approved to do maintenance on the BLM portion of the road.” The contractor will list our indemnity at 1million and theirs at 3 million. With regard to realignment of the road per Steve Platt, he stated, “Never been there & we’re never going there.”
2. Snow plowing – Clive Newell motioned to have Jeff Hunter plow 50 feet past the upper gate to turn his snow plow equipment and plow to the Block 11 Lot 11 driveway. Janet Webb seconded the motion. The vote on the motion was unanimous.
3. Janet Webb also suggested that the board research different signage options i.e. “Vehicles blocking snow plow(s) will be towed” and “4WD/chains required.”
4. The fee for the cinder spreader is \$35.00 per hour. Jeff will come with the spreader the same day as the snow and possibly the next day, as needed.

Janet Webb motioned to allow John Tully to negotiate with Jeff Hunter to use the spreader on other jobs. Steve Gray seconded the motion. The vote on the motion was unanimous.

The spreader was returned in damaged condition; specifically the control wires were cut.

- E. **CC&R:** Stephanie Mosqueda mentioned that updating the CC&R’s would require a 2/3 majority vote from the residents and may also need to be approved by 2/3 of the financial institutions that hold loan on properties.

Janet Webb and Shelly Newell have volunteered to contact their banks to find out what their policy is regarding amending CC&R’s. Further discussion regarding any changes will be discussed at the next meeting.

5. Other Business / Discussion

- A. Beehive telecommunications tower update – there is no news on this subject

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- B. Steve Gray will send an email to all residents regarding the Iron County Notice of Final Budget Hearing being held on December 22, 2008. The board is asking any residents who can make an appearance to please do so. We want the county to become familiar with the Cedar Highlands residents.
 - C. The indemnity insurance invoice was submitted to Stephanie Mosqueda who will give it to Beth for immediate payment. The check needs to be issued to American Family Insurance in the amount of \$ 5,000.00. This must be delivered to Mr. Josh Van Orden by 12/29/08.
 - D. Steve Gray will update the website. He has asked that at the next meeting the board members review the current site and instruct him on what he needs to removed and what needs to be added.
6. **Linford Nelson issues** – since Mr. Nelson was not in attendance to this meeting, the items will be discussed at the next board meeting.
7. **Action Items**
- A. Manny will forward the information from Abraham Roth and Associates Inc to Shelly Newell.
 - B. Beth Gaines is going to research the money market account
 - C. Shelly Newell and Janet Webb are going to contact their banks regarding the bank's policies with regard to changing the CC&R's.
 - D. Janet Webb is going to resubmit letter for Linford at the next meeting.
 - E. All board members are going to review the August 2008 Minutes for a "draft" to be put on the website for review until it is approved at the Annual Meeting this August.
 - F. John Tully is going to speak to Steve Platt regarding signage.
 - G. John Tully will negotiate with Jeff Hunter regarding the cinder spreader
 - H. Shelly Newell and John Tully will work on the Drinking Water Infrastructure Questionnaire
 - I. Steve Gray will email the residents about the Iron County Meeting on December 22, 2008.
 - J. Stephanie Mosqueda will give the American Family Insurance invoice to Beth Gaines for delivery before 12/29/2008.
 - K. Stephanie Mosqueda will create the to do list for Beth Gaines.
 - L. George Mason will get estimates for power and a temporary pump house for the well.
 - M. Beth Gaines is going to gather the information regarding the previous water meter costs.
 - N. John Tully will send a letter to Bob Havens regarding cessation of his Water Master

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duties for Cedar Highlands HOA.

8. The next board meeting will be held at 6PM on January 17, 2009 at the Newell Residence located at 2323 S. High Aspen Drive.
9. Clive Newell motioned to adjourn at 9:45pm. Janet Webb seconded the motion. The vote on the motion was unanimous.

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ARC committee for Dec 13, 08 Board meeting

1. There are 71 Homes with 2 under construction. Total of 165 lots.
2. New application to build a garage has been received for Block 2 Lot 34. The owner and has signed and faxed his application. Upon receipt of the \$1500 check Manny will contact ARC members to review and approve application. Size: 24' X 26' 624 sq. ft. Colors same as home. Green roof and cedar siding. Builder of home Dave Miller to build.
3. Homes Currently under Construction:
 - a. Lot 2 Block 3 (Linford Nelson Builder)
 - b. Lot 17 Block 4
4. No request yet for Sec. Dep. return Lot 2 Block 4 Festival of Homes, It appears to be done, Linford has not requested final inspection for the return of security deposit on this home and 2 other garages.
5. Lot 28 Block 2 has been finished. No request for returned security deposit has been received. (David Miller was builder.)