

Cedar Highlands Homeowners Association Board Meeting
2323 High Aspen, Cedar City, UT March 19, 2010 at 6:00pm

The Cedar Highlands Homeowners Association Directors held their monthly board meeting on March 20, 2010 at 6:00 p.m. at the home of Shelly and Clive Newell.

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

Others Present: Jacqueline Tully.

The minutes were taken by Janet Webb.

1. **The meeting was called to order at 6:10 p.m.; Welcome and Introduction of visitors – John Tully**
2. **Approval of Minutes:** Janet Webb made a motion to approve the February 2010 minutes. Clive Newell seconded the motion. The vote on the motion was unanimous.
3. **Financial Report and Check Register**
 - A. **Annual dues and balances-**John and Beth have been talking about sending out monthly billing for the HOA dues. There's the possibility we could be more successful in collecting bi-annually versus trying to get a lump sum annually. The issue of monthly dues billing will be brought before the members at the next annual meeting. We need to spend a few hundred dollars to have gravel put down by the dumpster. Janet will check with Hinton and Burdock to see if they will provide a budget variance report on a monthly basis. Meanwhile, Janet will send out an Excel workbook that shows the running balance of each of our budgeted categories. Due to the lien that was placed on Lot 1, Block 3, we were able to collect all of the delinquent dues when the home sold. So far, approximately \$90,000 has been collected for the 2010 HOA dues. Those that are late will be assessed penalties and interest as stated on the billing notice.
4. **Committee Reports:**
 - A. **Fire – Clive Newell-**Ryan Riddle has scheduled a planning meeting to be held at the Visitor's Center on Monday, March 22, 2010 at 1:00 p.m. The meeting will involve several entities for the purpose of planning an Emergency Drill to be held up in the Cedar Highlands subdivision. Anyone that can go is encouraged to do so.
 - B. **Architectural Report – Manny Mosqueda**

Manny was absent but there are still 71 homes in the subdivision.
 - C. **Water Report –George Mason/John Tully**
 - 1) **Power to Well-** Still waiting for the County inspection which won't take place until the snow starts melting. Within ten days of the inspection passing, the power should be on.
 - 2) **Nolte Master Plan-** John reviewed the bill we received with Nolte. Clarification was received that the bill represents their project over site costs, stamped plans, well development, pump equipment and the cost for getting the new pump on line. They confirmed to John they are married to this project from start to finish.
 - 3) **Scata System-** George has the hardware installed. The next step is getting the software linked up.
 - 4) **Central Iron County Water District-** John stated he forwarded a copy of the letter he received from Scott Wilson. He said the meeting with the Water District was very positive and that Scott is great to work with.

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D. Roads – John Tully – Due to unusual snow conditions this year, a few residents have stated they are encountering the worst road conditions in years. The problem this year has been where the weather permits the roads to thaw, the temperatures then dip into the high 20's and we get a light snow fall which then freezes. This creates slippery road conditions. Residents, guests or anyone else driving in these conditions at this altitude should be prepared to have to use chains on their tires. A lot of the tree trimming and cutting near the roads that the Forestry Service did for us last year has helped the sun reach the roads and dry a lot quicker than in the past. We will continue to have the roads plowed as deemed necessary by the two approved Board members, Beth and Manny. Pee gravel will be spread on the roads after plowing to allow for better traction. Gary will be the third Board member added for calling for plowing for the next snow season. The 2010 road grading budget is \$12,000. The interior roads will need to be graded this year as no work was done on them last year. The main road needs considerable work as well, however, with the limited budget we have; we will prioritize areas according to hazardous conditions.

5. Other Business/Discussion –

A. CC&R's. – John is tabling discussion on the CC&R's until the legal team is at the meeting.

B. System to Acquire New Board Members- John would like to see an application process in place prior to the next annual meeting notice mail-out. Some sort of form needs to be created that asks each potential volunteer what their credentials are; give us a bio and let them know what the requirements are, i.e., has attended two CHHOA board meetings, has some kind of budget experience or other beneficial experience to assist the Board. Gary volunteered to take this task on. Clive said he will forward to Gary a few examples of forms he has seen in the past.

6. Public comment period- Gary has been approached by home owners that have asked him to present their concerns to the Board at this meeting. Their concerns are about trash, vehicles and appliances that are either exposed or are in the right of way that are probably in violation of the CC&R's and are asking for some kind of input or guidance as what to do. After discussion amongst the Board members, we suggest the following solution: Have complainant write a request to the Board that states what section(s) of the CC&R's are in violation by which lot and block. If there are different homeowners in violation of CC&R's, please write separate requests for each lot and block and **do not** include homeowners' names. Once the complaint is received, the Board will take appropriate action to have the violation(s) corrected.

7. Action Items:

- a) Janet to provide workbook showing running balances of each budgeted category.
- b) Janet to attend Emergency Planning meeting on Monday, March 22, 2010 at 1 p.m.
- c) Gary to design a system for recruiting new Board members.
- d) John to get gravel placed in dumpster area.
- e) John to contact Phil Schmidt and work on schedule for blade work and gravel.
- f) John and Beth to ask Hinton & Burdock if there would be additional costs involved in sending out monthly HOA billing notices.
- g) John is working with Mike Edwards to get a sign that states, "Road Closed Except to Local Traffic".