

Cedar Highlands Homeowners Association Board Meeting 286 North Main, Cedar City, January 21, 2005, 6:30 p.m.

The Cedar Highlands Homeowners Association Directors held their monthly board meeting on Friday, January 21, 2005 at 286 North Main, Cedar City. The meeting was called to order by President Dave Rowles at 7:00 p.m.

Members Present: President David Rowles, Board members Richard Dickinson, Linford Nelson, Gary Rosenfield, Jacqueline Tully.

Others Present: Kent Corry, Bob Havens, Manny Mosqueda, Al Saa, Teri Saa.

1. Approval of Minutes: Jacqueline Tully made a motion to approve the minutes of December 17, 2004. Richard Dickinson seconded the motion. The vote was unanimous.

2. Periodic Legal Services: Dave Rowles and Richard Dickinson met with attorney Kent Corry to discuss aspects of his letter concerning the restructuring of the corporation. Mr. Corry has offered to act as legal counsel and resident agent for the Board on an as-needed basis. Mr. Corry gave the Board a brief overview of his training and experience. He offers an annual maintenance service wherein the correspondence from the State, including the corporation papers, would come to his office. Mr. Corry would be willing to take and/or review minutes of the annual meeting, prepare an annual report, and generally make sure the corporation was kept in good standing. The annual cost of this service would be a minimum \$350 per year.

The Board discussed retaining Mr. Corry. Having a resident agent would help safeguard the corporation status, and Mr. Corry would be available for questions and referrals on other legal issues, such as the roads.

Jacqueline Tully made a motion to retain Kent Corry as a resident agent for the Board, which would include attendance at one meeting a year. Should the Board feel other services are needed, a Board consensus will be taken before such services are invoked. Richard Dickinson seconded the motion. The vote was unanimous.

Mr. Rowles will sign the agreement and return it to Mr. Corry.

3. Treasurer's Report: Richard Dickinson, Board Treasurer, distributed copies of Association financial records to the Board members. Comparative balance and profit and loss schedules for the last three years, past due assessments and other A/R items were discussed. There is one more gas connection fee to remit. Some discussion took place regarding the distribution of gas refunds and whether they should go to the person who paid for the hook-up or the current owner.

The firm of Kemp-Burdick has accepted the contract for an analysis and report of the financial records. They will be contacting Jacqueline Tully for invoices and other information. Mr. Dickinson will check with Kemp-Burdick to see if they would be interested in making a presentation at a Board meeting when the analysis is complete.

The IRS requires a \$500 processing fee be sent with the exempt organization application.

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4. Committee Reports - Roads: Linford Nelson reported for the Road Committee. With the heavy snowfall, the roads have become muddy and rutted. More gravel is needed. Roger Murie has some gravel left from a previous pick-up, and is waiting for the right amount of moisture in the roads to spread the gravel. Bud Rhodes, the original developer, told Mr. Nelson the roads were not up to county specifications when the subdivision was built, but the county agreed to accept them. Gary Rosenfield and Mr. Nelson are working on a plan for the roads. John Childs has expressed an interest in helping the road committee. The Board discussed holding contractors financially responsible for fixing the road problems they create. Some of the heavy equipment is making large mud holes. Roger Murie has submitted a bill in the amount of \$2,100 for December snow plowing and road work. Gary Rosenfield made a motion to reaffirm the Association intention to plow from the upper gates to the C trail. Linford Nelson seconded the motion. The vote was unanimous.

Committee Reports - Water: Dave Rowles reported for the Water Committee. Ken Orton and Bob Havens will be working this week on finding the reason for the unexplained decreases in upper tank levels, believed to be a leak. In the past, leaks have generally been traced to either a lack of sufficient dirt around the pipe or burial too close to the surface. After the failure of the pump, a Jacuzzi pump was installed. A second pump is needed as a backup. Mr. Rowles is waiting to hear back from Richard Peterson concerning the second pump. Mr. Richardson also has information on the warranty for the failed Gould pumps. Water master Bob Havens said he would prefer to work with Jacuzzi pumps as they are repairable. Mr. Havens said the ice is freezing around the sensor cable in the lower tank, and he has used pool shock to help with the problem. Spring 1A is producing, but the collection box is not in place yet. Bacterial levels are good. A licensed individual is legally required to be available within one hour's travel time of the water system. The Board will look at ways to have someone available when Mr. Havens is out of town. Aqua Design has submitted a bill for the Jacuzzi pump used in the recent pump house repairs. Richard Dickinson made a motion to accept and approve a payment of \$2,230 to Aqua Design for the pump. Gary Rosenfield seconded the motion. The vote was unanimous.

Committee Reports - Architectural: Jacqueline Tully reported for the Architectural Committee. The committee is working with the contractors on following the guidelines. As of January 21, a waiver has not been received from Mr. Milne for driveway snow plowing. Linford Nelson said one of the contractors had submitted plans showing log cabin style siding, but was now using vinyl siding instead. Changes to approved plans need to be cleared with the Architectural Committee. The Architectural Committee will check with the contractor on these changes.

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5. Calendar: The Board reviewed a list of regular calendar items to be included in Board meetings. The possibility of holding one meeting a quarter in the subdivision was discussed. Members will be asked at the annual meeting if the location of the meeting prevents them from attending, and if they would be more likely to attend a meeting if it was held in the subdivision.

6. Public Comment: Manny Mosqueda said the minutes for November and December had not yet been posted on the website. The Board will check with Steve Gray on the minutes. Two of the county commissioners were asked to a previous Board meeting to discuss Green's Lake Road, but were unable to attend. They will be asked when it would be convenient for them to attend another meeting. Increasing the number of Board members to 7, water assessments, road assessments and meter charges will be discussed at the annual meeting.

The meeting adjourned at 8:55 p.m.

