

Cedar Highlands Homeowners Association Board Meeting 286 North Main, Cedar City, September 16, 2005, 6:30 p.m.

The Cedar Highlands Homeowners Association Directors held their monthly board meeting on Friday, September 16, 2005 at 286 North Main, Cedar City. President Dave Rowles called the meeting to order at 6:30 p.m. President Rowles introduced and welcomed the newly elected members of the Board.

Members Present: President David Rowles, Board members Paul La Broad, Manny Mosqueda, Linford Nelson, Ron Reber, Gary Rosenfield, Jacqueline Tully.

Others Present: Karl Baumann, Ann Bersi, Bob Havens, Teri Saa.

1. Announcement of Annual Meeting Election and Ballot Issues Results: The Annual Meeting of August 20, 2005 was continued to September 15, 2005. At that time it was determined that there was a quorum present (a minimum of 83 lots represented) sufficient to conduct the official business of the Association. All four ballot issues presented to the membership passed by significant margins and are identified below:

Issue #1 - Construction of additional water tank

Issue #2 - Drilling of well in subdivision

Issue #3 - Expansion of the Board from 5 members to 7

Issue #4 - Petition County Commission to provide estimated costs to pave road.

The Annual Meeting was adjourned by President Rowles at 8 p.m. on September 15.

2. Nomination and Election of Board Officers / Committee Chairpersons: President Rowles clarified the positions available on the Board and various committees. Nominations were opened for the position of President. Gary Rosenfield nominated Dave Rowles. Linford Nelson seconded the nomination. Mr. Rowles accepted the nomination. No further nominations were received. The Board voted unanimously in favor of Dave Rowles as president of the Board.

Nominations were opened for the position of vice-president. Dave Rowles nominated Gary Rosenfield. Paul La Broad seconded the nomination. Mr. Rosenfield accepted the nomination. No further nominations were received. The Board voted unanimously in favor of Gary Rosenfield as vice-president of the Board.

Nominations were opened for the position of secretary. Linford Nelson nominated Jacqueline Tully. Ron Reber seconded the nomination. Ms. Tully accepted the nomination. No other nominations were received. The Board voted unanimously in favor of Jacqueline Tully as secretary of the Board.

Dave Rowles said Richard Dickinson had indicated a willingness to continue to provide financial reports to the Board, and to continue as treasurer, perhaps reporting to a Finance chairman. The treasurer does not need to be a member of the Board. Nominations for the position of treasurer were opened. Jacqueline Tully nominated Manny Mosqueda. Ron Reber seconded the nomination. Mr. Mosqueda declined the nomination. After some discussion on the treasurer position, nominations were held in abeyance until November. Over the next few months, Mr. Dickinson will continue to provide financial reports for the Board via Mr. Rowles and Ms. Tully.

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2. Nomination and Election of Board Officers / Committee Chairpersons - continued:

Nominations were opened for the position of Road Committee Chairman. Manny Mosqueda nominated Linford Nelson. Paul La Broad seconded the nomination. Mr. Nelson said it takes two people to run the committee, and he is willing to serve for another year, providing a full time subdivision resident would let him know when it snowed or road attention was needed. Gary Rosenfield said he is willing to continue with that service. No other nominations were received. The Board voted unanimously in favor of Linford Nelson as chairman of the Road Committee.

Nominations were opened for Water Committee Chairman. Dave Rowles said he believed the water chairman should be a full time resident of the subdivision, and nominated Paul La Broad. Jacqueline Tully seconded the nomination. Mr. La Broad accepted the nomination. No other nominations were received. The Board voted unanimously in favor of Paul La Broad as Water Committee chairman. Mr. Rowles highly recommended the services of Bob Havens as watermaster, and thanked Karl Baumann for his work on the Water Committee.

Nominations were open for the Architectural Committee Chairman. Jacqueline Tully nominated Manny Mosqueda. Gary Rosenfield seconded the nomination. Mr. Mosqueda asked about the duties of the Architectural Committee, including compliance issues and responsibilities. After some discussion, Mr. Mosqueda accepted the nomination. No other nominations were received. The Board voted unanimously in favor of Manny Mosqueda as chairman of the Architectural Committee. Ron Reber will also serve on the Architectural Committee.

Clive Newell has been serving as the Fire Safety Committee Chairman. By consensus, the Board agreed to retain Mr. Newell as chairman.

Dave Rowles said he would encourage the formation of a committee to update the CC & R's and bylaws.

3. Approval of Minutes: Jacqueline Tully made a motion to approve the minutes of July 22, 2005. Gary Rosenfield seconded the motion. The vote was unanimous.

4. Treasurer's Report: New Board members will need to obtain signatory cards from the bank in order to be able to sign Board checks. Two members of the Board must accompany the new signers. Ron Reber, Manny Mosqueda and Paul La Broad will contact Jacqueline Tully and Gary Rosenfield to set up a convenient time for this.

Jacqueline Tully distributed the monthly check registers for the past few months, and explained the check writing process. A check register is submitted to the Board at each meeting.

Ms. Tully said she had prepared 'to-do' list forms to help with the organization of tasks for each meeting. Board members were encouraged to list items brought up as a reminder of what needed to be accomplished before the next meeting.

5. Committee Reports - Roads: Linford Nelson reported for the Road Committee. Roger Murie has submitted his final bill for the summer work. 20 tons of mine tailings were received from the county this year.

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5. Committee Reports - Roads - continued: In accordance with the vote at the Annual Meeting, the Board will petition the County Commissioners to commission a study of the estimated costs to fund the paving of all or part of the roads. The County has asked for a point of contact with the Board. By consensus, Gary Rosenfield was appointed as the liaison between the Board and the County, and will bring the annual meeting vote results to the Commissioners.

Vehicles have crushed many of the culvert ends, due to the lack of protective head walls. Several laterals have been crushed as well. Some owners have stacked rocks on the culverts to protect them. The crushed culverts are a concern to the entire Association because the water runs onto the roads, causing problems. The responsibility of the Association versus the property owner on fixing the culverts was discussed. Linford Nelson will check the laterals when the water is running and determine which are the problem areas and what can be done. President Rowles will write a letter to the affected owners regarding the problem.

Committee Reports - Water: Dave Rowles reported for the Water Committee. In accordance with the vote at the annual meeting, the Committee will move forward on obtaining cost estimates for a well and new water tank. After costs are refined, Association members will have the opportunity to vote on the revised assessment.

Richard Peterson said a 'saddle' (shutoff valve series) needs to be constructed on the Spring #5 feeder line. When the valves are closed there is some difficulty in opening them again. Mr. Peterson said it will cost about \$1000 to put two new valves in.

Dave Rowles made a motion to approve an amount not to exceed \$1,000 for repairs and the hot tap saddle valve installation on the Spring # 5 distribution line. Paul La Broad seconded the motion. The vote was unanimous.

Bob Havens, CHHOA watermaster, is working on a written source protection plan. Most water quality problems have been due to the increase in ground water from the heavy rains into and around the Green Lakes pond. Chlorinating the water has helped. Tests are done for chemical constituency and biological factors, two regular tests per month. The quality and quantity of the water are excellent at this time. Repairing the tank leak has saved approximately 16,000 gallons per day. The pumps have been replaced in the pump house, and a more secure heating system has been installed. The Board recognized and expressed their appreciation for the work Karl Baumann has done in cleaning up the area.

About five of the water meters presently located in the right-of-way need to be reset. Manny Mosqueda gave Dave Rowles a list of contractors who might be available to reset the meters. If a contractor is available, Mr. Rowles and Mr. La Broad will authorize the meter resets and bring the billing invoice to the Board for ratification.

The importance of marking the meters so Roger Murie can avoid them when snow plowing was discussed. Steel posts with blue paint and Carsonite signs were suggested as possible markers.

Karl Baumann said the lower tank needs a safety cage, and some welding is needed on the water tank. Linford Nelson said Richard Petersen could probably do the welding while he is working on other projects. Bob Havens was given the authority to purchase an additional chlorine tester.

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Committee Reports - Architectural Committee: Jacqueline Tully reported for the Architectural Committee. Several homes were completed and on display during the recent Parade of Homes. Ms. Tully said a letter would be sent out to new homeowners about their construction deposit status. There are an additional five or so homes presently under construction.

There has been some concern about the building of one home in the subdivision that was approved some years ago. This is the only home for which the Committee does not have an ARC approved agreement establishing the architectural guidelines, as construction on the home began before the current guidelines were ratified by the Board.

Ms. Tully suggested that at some point a list be made of the homes currently in the subdivision.

6. Board Meeting Time: After some discussion on times and days, the Board agreed to meet October 21 at 6:30. During the coming month, the Board will check their schedules in order to find the best time for meetings.

7. New Business/Public Comment: Dave Rowles asked Teri Saa if she would put together an Association newsletter before the October meeting. The newsletter, to be mailed to all lot owners, will include a general statement from Mr. Rowles summarizing the election results and a winter snow plowing waiver form for those who wish to have their driveways cleared when the roads are plowed. Ms. Saa asked that all information be emailed to her within the next week.

Mr. Rowles said he is working on a subdivision phone list, and will provide an updated directory by the next meeting.

The meeting adjourned at 8:25 p.m.

