

Cedar Highlands Homeowners Association Board Meeting
2215 S. High Mountain View Dr., April 23, 2011 at 6:30 p.m.

The Cedar Highlands Homeowners Association Directors held their monthly board meeting on April 23, 2011 at 6:30 p.m. at the home of Stan and Beth Gaines.

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

Others Present: George Mason and Bob Havens were present.

The minutes were taken by Beth Gaines.

1. **The meeting was called to order at 6:37p.m.; Welcome and Introduction of visitors – John Tully**
2. **Approval of Minutes:** Beth recommended revising the last sentence of 4. B. 1. Clive motioned to approve the minutes with this revision, seconded by Manny. The vote on the motion was unanimous.
3. **Committee reports**
 - A. **Financial Report--Beth**
 1. **Current Account Balances:** The current account balances were provided to the board. Interest earned for 2010 in the loan escrow account was \$299.86. The Money Market account earned \$82.14 in interest for 2010. The general account earned \$262.53 in 2010. Water Account is not an interest bearing account.
 2. **Dues Collections for 2011:** Twelve lots and six homes have not paid their 2011 dues. This number includes a few owners who have made partial payments, or have not paid the interest or fees due to past due balances. Approximately \$6,300 in water assessment and usage fees has not been received by the HOA. Approximately \$7,750 in 2010 water fees collected and \$55,950 in 2011 water fees remain in the general account. Beth will verify account balances and dues collection status with Hinton Burdick.
 3. **Interest Account possibilities:** Jay researched different bank account options that would provide more substantial interest earnings. It was determined that the HOA would need to deposit funds into an account for 6-12 months undisturbed to receive interest earnings of up to 4%. After some discussion, the board agreed to table any action until after the water system has been transferred to the Central Iron County Water Conservancy District. After this occurs, the HOA will be in a better position to stabilize budget expenditures, and seriously consider longer term deposits of funds.
 - B. **Water—George Mason:** George provided a written report which will be attached to these minutes. Both water tanks are overflowing, which is typical for this time of year. One of the two bacteria tests in March was positive. Five bacteria samples taken in April were negative for bacteria.
 1. **Well House—Operating Permit** The final revised copy of the water Master Plan and final as-built drawing have been completed and delivered to John. Nolte Engineering is now Ensign Engineering. The revised PER will be provided to the State of Utah on Monday, completing the requirements for the Operating Permit for the well house. The State has up to one month to issue the operating permit. Manny motioned approval for George to order a chlorine analyzer, costing around \$2,726, plus \$50 for a pressure reducer. Jay seconded the motion, which was unanimously approved. Loan funds will be used for this purchase.
 2. **Conservancy District Meeting and Proposal—**Manny attended the most recent Conservancy District Meeting, held every third Thursday at the Cedar City Library. The Water Service Agreement between the Conservancy and Cedar Highlands HOA to

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transfer ownership of the subdivision water system to the conservancy was unanimously approved. The agreement will be reviewed by the HOA's attorney Ben Ruesch. If no changes are needed, the HOA President John Tully will sign the agreement, contingent upon obtaining 51% of the owner's signature approval of the action. Manny made a motion that pending Ben's review of the agreement, and contingent upon the HOA obtaining 51% signature vote of eligible members, that John sign the agreement for the HOA. Motion was seconded by Beth, which carried unanimously. John will create a fact sheet outlining details of this change, to be placed on the HOA website for owner's review. A Committee will be appointed to obtain signatures of at least 51% owners to approve the transfer of the water system to the Central Iron County Conservancy District. If members approve the transfer, the HOA will pay \$23,300 to the conservancy for fencing and meters for 71 hookups.

3. Loan Balance—The Loan escrow account still has a balance. John has submitted pay requests for final payments, but processing has not yet occurred.

C. Roads--Jay

1. Snow removal contractor status: Jay contacted seven companies requesting bids for Cedar Highlands road maintenance and snow removal. Three proposals were received—Schmidt, Bulloch and Sunroc. After discussion of the proposals, the board decided to wait until a revised proposal is received from Bulloch, which Jay will forward with recommendations to board members.

2. Spring Maintenance--Depending upon the bid outcome, the board may decide to only award a spring maintenance job at this time.

3. Signs--Linford: Linford contacted several Iron County officials regarding posting additional signage on Green's Lake Road to warn of mountain road conditions and cautions for snow plowing. He is waiting for their response.

D. A.R.C.: Manny reported no changes. There are still 165 lots with 71 homes.

E. Fire—Clive: Chipping in Cedar Highlands will take place during the last week of June and first week in July.

4. Public Comment Period: no public comments.

5. Action Items:

- a) Beth to review annual dues collections and fees with Hinton Burdick
- b) Manny to place liens on properties per past due collections report supplied by Hinton Burdick. He will get John's signature on liens to be placed.
- c) John will contact Ben Ruesch about legal signature format for 51% vote; he will also develop a fact sheet for the subdivision website detailing the water system transfer.
- d) George will consult with conservancy district regarding the vote signature sheet.
- e) Jay will email board about Bulloch's updated proposal for road work, and make a recommendation for spring maintenance.

6. Date, time and location of May meeting: The next board meeting will be May 21, 2011 at Clive Newell's at 6:30 p.m.

7. Adjourn--Motion made by Jay to adjourn the meeting, seconded by Manny with a unanimous vote. Meeting adjourned at 8:24 p.m.