

Cedar Highlands Homeowners Association Board Meeting
1147 High Cedar Highlands Drive, June 25, 2010, 6:30 p.m.

The Cedar Highlands Homeowners Association Directors held their monthly board meeting on June 25, 2010 at 6:30 p.m. at the home of Stephanie & Manny Mosqueda .

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

Others Present: Geoge Mason and John Schmidt.

The minutes were taken by Janet Webb.

1. **The meeting was called to order at 6:35 p.m.; Welcome and Introduction of visitors – John Tully.** John introduced John Schmidt of the Forestry Division. Ryan Riddle was unable to attend.
2. **Approval of Minutes:** Manny Mosqueda made a motion to approve the May 2010 minutes. Clive Newell seconded the motion. The vote on the motion was unanimous.
3. **Guest for Fire Committee Report-John Schmidt:** Mr. Schmidt discussed the recent practice emergency drill held in April. His report is attached as part of the minutes. He also provided us with a pamphlet titled P.R.I.D.E (Preparing Residents in Disaster Evacuations). Clive Newell and Mr. Schmidt will get together next week to work on updating our fire plan. Mr. Schmidt reported that Cedar Highlands still has \$26,000 in grant money available for fire fuel clearing. He reminded us that there are no guarantees future grant monies will be available and how important it is for every owner to complete the forms documenting any work you do on your lot. He did however say a statewide chipping fund of \$3,000, twice a year, is now available for each community. To qualify for this money, we must set a date, prepare a flyer advertising a “Chip Fest” and mark one of our subdivision maps letting the Forestry Division know where the chipping piles will be located. Mr. Schmidt will provide the Board with permission slips that lot owners need to complete giving the Forestry Division permission to work on their lot. The form will be available on our website. Mr. Schmidt said his fire wise wish list would include a 16 foot road by the Beehive tower to enable the Forestry Service Division better access to the common area for clearing and making fire breaks.
4. **Committee Reports:**
 - A. **Water-- George Mason:** George will have his water report to us within a few days. He said both water tanks are still full. Weekly chlorine tests and bacteria tests were adequate. Our new pump was turned on today at the new undeveloped well. The water looks pretty good however; the pump is turned down as not to stir up too much sediment to prevent the pump from burning up. He will continue to pump water over the weekend. Once the well has been developed, we must obtain an operating permit before the water can be used for culinary purposes. This is a three step process. Special tests must be run to meet EPA standards. The well must be approved by DEQ then the Division of Drinking Water. The cost associated with getting the new well on line and tied into the existing system is \$1,800. Our estimated time frame for this is October 1, 2010. We would like to install a fire hydrant by the pump house after it’s built. George can get a chlorinator sensor with multiple inputs.
 1. **Nolte Bid Process for Well House/Commissioner’s meeting:** Requests for bids to build the well house will be in Saturday’s newspaper. Two weeks later we will

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select the contractor from the bids received. Due to the Water Conservancy's busy schedule, we won't be on the Conservancy's meeting agenda until Fall.

2. **Division of Drinking Water Loan Agreement & Draw Process from Kelly:** The \$250,000 loan awarded to Cedar Highlands from the State of Utah at 2.38% interest will cost each lot owner approximately \$5.93 per month. Beth and Nolte both have the instructions for payment draws. There is a Commissioner meeting on Monday, June 28, 2101 for clarification of the temporary building restriction as pertaining to the Cedar Highlands well house. Ray Ross of the Conservancy District went to Nolte and reviewed our entire file.
3. **Power Panel:** Manny motioned to approve payment to ACDC for electrical work that has been completed. Linford seconded the motion. The vote on the motion was unanimous.
4. **Linford Nelson Land Use Agreement:** Linford raised the question of, can he talk to Attorney Ben Rousch without an Attorney representing him. This is the Attorney hired by the Board. John will look into this to find out if there are any ethical or conflict of interest issues. Janet will send Linford a copy of the CC&R's pertaining to easements for utilities.
5. **Water Leak Status -** A leak was discovered at lot 34, block 2. Dave Miller and George will get it fixed this coming week. The leak at the upper tank was successfully repaired.

B. Roads – Clive Newell: No report this month.

C. Financial Report and Check Register

1. **Balances, collections and water shut offs.- Beth Gaines** was absent. We will review her May 2010 report at the next meeting. Manny will have liens placed on all delinquent properties except those that have been foreclosed on. Interest will be charged from May 1, 2010, on all delinquent owners. Hinton & Burdock will be instructed to send out new billing notices including the additional interest and lien charges.
2. **Budget vs. Actual – Clive Newell**
Clive reviewed the new report Hinton & Burdock will provide each month. It will give us a better understanding of where we stand each month in comparison to our budget.

D. Architectural Report – Manny Mosqueda

Manny reported there are still 71 homes in the subdivision. A color change was requested by owners of lot 11, block 4.

5. Other Business/Discussion –

A. Annual Meeting Plan –

1. **CC&R's plan for annual meeting presentation then web vote -** A notice to review the draft CC&Rs online will be included with the mailing for the annual meeting. The legal team will present the changes at the meeting. On-line voting for the revised CC&Rs is being proposed. Janet volunteered to work with John on the President's letter and prepare the mailings.

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2. Volunteers needed for set up – John asked for volunteers to assist with set-up, cooking and tear-down/clean-up. Janet volunteered her & Tom. John said Beth usually volunteers Stan.

3. Lower pump house – Rob Yates volunteered his time and equipment to clean up the area around the lower pump. Manny made a motion to pay Rob a small stipend of \$50 to pay the fuel cost of the equipment use. Janet seconded the motion. The vote on the motion was unanimous.

6. Public comment period- No public was present at this time in the meeting.

7. Action Items:

- a)Clive will meet with John Schmidt next week to update our community fire wise plan.
- b)John Schmidt will e-mail the permission slip needed to be completed by homeowners that want work from the Forestry Division done on their lot.
- c)Manny will put the Forestry Division’s permission slip on the website.
- d)Manny to create web notice for the chip fest dates.
- e)Manny will go through the delinquent HOA dues collection list for accuracy and have Hinton & Burdock re-bill owners with new amounts due, including interest and lien fees.
- f)Manny to go to Title Company to have liens drawn up for John’s signature.
- g)Janet to make some changes to the water shut-off notices and delinquency notices to include lot & block number(s) and amount due information. George Mason’s phone number will be replaced with Beth Gaines number.
- h)John will notify Hinton & Burdock to pay a \$50 stipend to Rob Yates.
- i)John will notify Hinton & Burdock to pay the ACDC bill.
- j)John will talk to Scott Wilson at the Water Conservancy District to see if we can put information on our Web site.
- k)John to contact Attorney Ben Rousch to find out if Linford Nelson can speak to him directly regarding the land use agreement or if that would be a conflict of interest.
- l)Gary to assist John Child with development of HOA Rules to accompany the CC&Rs.
- m)Gary to write the letter to Iron County on road/traffic safety.

8. Date, time and location of July meeting: Friday, July 23, 6:30 p.m. at Janet Webb’s house.

9. Adjourn—Janet motioned to end the meeting. John seconded the motion. The vote was unanimous. Meeting was adjourned at 9:06 p.m.