

Cedar Highlands Homeowners Association Board Meeting
1051 High Cedar Highlands Drive, March 19, 2011 at 6:30 p.m.

The Cedar Highlands Homeowners Association Directors held their monthly board meeting on March 19, 2011 at 6:30 p.m. at the home of Jay Hampton.

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

Others Present: none

The minutes were taken by Janet Webb.

1. **Welcome and Introduction of Visitors:**The meeting was called to order at 6:55 p.m. by John Tully.
2. **Approval of Minutes:** Janet motioned to approve the February 2011 minutes. Jay seconded the motion and the vote was unanimous.
3. **Introductions by President:** no other visitors were present.
4. **Committee Reports:**

A. Financial- Beth/Janet

1. **Current Financial Balances:** Beth read all account balances for the month ending February 2011. Next month, Beth expects to transfer the water portion of the dues into the water account.
2. **Dues Collections for 2011:** Janet worked with Stephanie at Hinton Burdock for updated dues collections just prior to completing the mailing notices. Dues had been collected on five lots, one home and another partial payment on a home. We will also be collecting past dues from a bank on a recently foreclosed home. Twenty-one certified letters were mailed out on Thursday, March 17, 2011 (thirteen lots and eight homes). The cost of the mailings was approximately \$112. Water shut-off notices were posted on eight homes on Thursday, March 17, 2011 with a shut-off date of Monday, March 21, 2011 if payment is not received.

B. Water Report-John Tully

1. **Well House – Operating Permit:** John presented the written water report for George. A copy of the report is attached to these minutes. John met with Kelly and Curtis who was supposed to have had our operating permit today, however, due to some paper snafu, the required paperwork hadn't made it to Jesse Johnson yet. We are also waiting on receipt of our master plan and a contact from the State office for any accounting follow up questions.
2. **Conservancy District Meeting and Proposal Status:** John has attended their last three meetings. He would like to have a volunteer from our community (CH) attend these meetings to represent us. The meetings are held on the 2nd or 3rd Thursday of each month at the library and usually run about 2 to 2 ½ hours. John sent each Board member a draft water service agreement for review.

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3. **Loan Balance:** The remaining balance of our construction loan is approximately \$10,800.

C. Roads –Jay Hampton

1. **Snow Removal Contract Status:** The current contractor isn't interested in keeping our contract for the remainder of the term although he did express interest in our spring road work. The Board discussed our options and we believe we could get a better deal if we keep the spring project tied to the snow removal work. John will give some names and numbers to Jay to look into pricing from some other contractors.
2. **Spring Maintenance:** Each of the Board members discussed which areas of road need the most work. As discussed above, we will be looking for a new company before starting our spring road maintenance.
3. **Signs – Linford:** No update available. Linford hasn't talked to Neil Forsight yet about signs.

D. A.R.C.-John Tully

On Manny's behalf, John reported no building request.

E. Fire – Clive Newell

John Schmidt will begin chipping on June 27, 2011 thru July 8, 2011. Your piles must be stacked neatly alongside the road. Homeowners need to let Clive know if they have chipping to be done. As fire season permits, the forestry service will assist those owners who have signed up and completed their waiver, which is available on our web site, with lot clearing.

5. Public Comment Period: Action Items:

- a. Linford to talk to Neil Forsight about road signs.
 - b. All Board members to read the water service agreement from the Water Conservancy District and report any suggested changes.
 - c. Beth to have Hinton Burdick transfer the water portion of dues to the water account when appropriate.
 - d. Jay to research available interest rates on checking accounts at several financial institutes.
 - e. Janet will check with Stephanie on Monday for an update on dues and notify Tom Biller to shut water off on specific lots. Janet will provide Tom with a map.
 - f. John will provide Jay with our "scope of work", current contract and phone numbers for several contractors.
6. **Date, time and location of next meeting:** The next meeting will be held on Saturday, April 23rd or 24th, 2011 at 6:30 p.m. at Beth Gaines home located at 2215 S. High Mountain View Drive.
 7. **Adjourn:** Motion made by Janet to adjourn the meeting, seconded by Clive with a unanimous vote. Meeting adjourned at 8:18 p.m.