

Cedar Highlands Homeowners Association Board Meeting
2323 S High Aspen Drive, May 21, 2011 at 6:30 p.m.

The Cedar Highlands Homeowners Association Directors held their monthly board meeting on May 21, 2011 at 6:30 p.m. at the home of Shelly and Clive Newell.

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

Others Present: Nathan and Susan Wiley and George Mason.

The minutes were taken by Janet Webb.

1. **Welcome and Introduction of Visitors:** The meeting was called to order at 6:35 p.m. by John Tully.
2. **Approval of Minutes:** Manny motioned to approve the April 2011 minutes with suggested changes. Clive seconded the motion and the vote was unanimous.
3. **Introductions by President:** John introduced Nathan and Susan Wiley.
4. **Committee Reports:**

A. Financial- Beth

1. **Current Financial Balances:** All account balances for the month ending April, 2011 were provided by Beth. Stephanie is leaving Hinton and Burdick. Prior to Stephanie's departure, Beth will meet with her and her replacement.
2. **Dues Collections for 2011/Liens – Beth and Manny:** Manny contacted Hinton and Burdick regarding an error by Southern Utah Title who prorated the buyers HOA dues through May instead of December 31st for the balance collected for lot 2, block 13. Hinton and Burdick e-mailed a new statement for the balance to Southern Utah Title to forward to the new owners. Beth hand delivered new statements for lot 4, block 9 and lot 13, block 8 to a relative residing in C.H. Liens will be placed on lot 10, block 3 and lot 3, block 7.
3. **H2O Balance Transfer** - Beth expects to have the water portion of the dues transferred into the water account before the next meeting.

B. Water Report - George Mason & John Tully

1. **Well House – Operating Permit:** George presented his water report. A copy of the report is attached to these minutes. Kelly will be in Salt Lake City on Monday and will check with Jim Martin on our operating permit. John and George did a walk-thru of the water system and created a punch list of items to be completed in order to release the remaining \$5,000 due to Nolte. The upper and lower tank levels will be reduced to prevent run-off to allow the ground to dry so the drain pipe can be repaired.

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2. **Conservancy District Meeting and Proposal Status:** John, Clive, Beth and Manny attended their last meeting. Everything is on target.
3. **Road to Well House:** The road to the well house and the upper tank will be graveled with that expense being billed to the water system loan as part of the project.

C. Roads –Jay Hampton

1. **Spring Maintenance:** Jay Bulloch of Bulloch Dirt Works will fax or e-mail a copy of their indemnity policy showing Cedar Highlands HOA listed as an additional insured. John provided Janet the quote from Dustbusters to review and determine what part of the subdivision we should use for a test of the liquid magnesium chloride product for dust control.

Ray Bulloch picked up the HOA's sand spreader from the previous road maintenance contractor. The equipment was damaged. Clive made a motion to have Ray's mechanic do the repairs to it. Beth seconded the motion and the vote was unanimous. The main road, for the second consecutive year, is in the process of having its spring maintenance. The gravel has yet to be applied. Next year we will concentrate work on the subdivisions interior roads instead of the main road as they haven't had any maintenance due to budget restraints.

D. A.R.C. - Manny Mosqueda

Manny reported no building request. There is work for drainage being done at lot 2, block 12. Beth asked what additional requirements are in place to build in the subdivision with the passing of the new building ordinance. Manny explained that you are now required to have a structural engineer and a geo-tech engineer study for placement and building of any structure.

E. Fire – Clive Newell

John Schmidt of the Forestry Service will begin chipping on June 27, 2011 thru July 8, 2011. Your piles must be stacked neatly alongside the road. They will drive the subdivision looking for the piles. Manny usually provides them with a map of the subdivision, marking known piles.

5. **Public Comment Period:** Nathan and Susan asked if there is a better way to get information out to homeowners. Agenda's for the upcoming meetings are placed on the web site usually 1 to 2 weeks in advance of the meeting. Minutes run about 1 month late as minutes for the current meeting aren't approved until the next meeting. This allows the volunteer secretary to get them typed and sent to the other volunteer board members for review. They are voted on at that meeting. Our volunteer webmaster, Manny Mosqueda, then posts them to the web site. The best way to stay in the loop on current events is to attend the meetings and become involved. The board members always welcome guests.

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6. Action Items:

- a. Beth to have Hinton Burdick transfer the water portion of dues to the water account.
- b. Manny to have liens drafted for John's signature on lot 10, block 3 and lot 3, block 7.
- c. Beth and Manny to meet with Stephanie and new employee, Aubrey, who is taking over our account at Hinton Burdick.
- d. John and George will continue following up on our operating permit and the punch list for the completion of the well house and water system upgrade.
- e. George to shut water off on lots 5 and 7 of block 6.
- f. George to reduce upper and lower water tank levels to prevent overflow to enable the ground to dry out so drain pipe can be repaired.
- g. Janet to review quote from Dustbusters and next meeting recommend an area for testing the dust control product.

6. Date, time and location of next meeting: The next meeting will be held on Saturday, June 25th, 2011 at 6:30 p.m. at Stephanie and Manny Mosqueda's home located at 1147 E. High Cedar Highlands Drive.

7. Adjourn: Motion made by Janet to adjourn the meeting, seconded by Linford with a unanimous vote. Meeting adjourned at 8:15 p.m.