

Cedar Highlands Homeowners Association Board Meeting
2323 S High Aspen Dr., November 13, 2010 at 11:00 a.m.

The Cedar Highlands Homeowners Association Directors held their monthly board meeting on November 13, 2010 at 11:00 a.m. at the home of Clive & Shelly Newell.

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

Others Present: Tom Kosakowski & George Mason were present.

The minutes were taken by Janet Webb.

- 1. The meeting was called to order at 11:05 a.m.; Welcome and Introduction of visitors – John Tully**
- 2. Approval of Minutes:** It was recommended that the minutes be corrected to reflect all Board member names and position held. A few other minor changes were recommended. Manny motioned to approve the minutes with noted corrections, which was seconded by Clive. The vote on the motion was unanimous.
- 3. Introductions by President:** Tom Kosakowski represented the public.
- 4. Committee reports**

A. Financial-Beth Gaines

- 1. Budget vs. Actual:** Beth reviewed the Profit & Loss Budget vs. Actual for period January 1, 2010 thru October 13, 2010 and two accounts payable listings. She signed checks for current expenditures. Manny motioned to pay CDR's adjusted invoice amount of \$450 for work completed to fix a water leak. Beth seconded the motion. The vote on the motion was unanimous. Beth said we received a sum of money from State Bank for a direct purchase. She will research what this is for and let the Board know. Our water loan agreement stipulates the board establish a Capital Facilities Replacement Fund of 5% of the water budget and a Debt Service Reserve Account funded at \$1,200 per year for ten years. Manny motioned not to raise the dues for 2011. Jay seconded the motion. The vote on the motion was unanimous. Jay made a motion for Beth to instruct Hinton Burdick to send a check to Codale Company to establish an open account. Manny seconded the motion. The vote on the motion was unanimous.
- 2. Invoice Prep:** Beth will provide Hinton Burdick with the verbiage for the 2011 HOA invoices by the first week in December and instruct them to mail invoices no later than December 23, 2010. Owners with unpaid dues on February 1, 2011, will continue to receive monthly invoices from Hinton Burdick with interest and applicable fees included.

B. Water Report-George Mason

- 1. Well House Omissions:** George presented a written report for timeframe September 5, 2010 through November 12, 2010. A copy of the report is attached to these minutes. He mentioned the difficulty maintaining the chlorination level when the tanks are overflowing. George expects the contractor to be finished with their portion of the project by the end of November. He and Ray Ross should complete the SCADA system installation by late January 2011. A metal shelving unit was purchased for the new well house.
- 2. CICWCD Meeting:** A tour of the pump house was given for the CICWCD on November 9th with John, Manny and Janet in attendance along with Kelly from Nolte and General Manager Scott Wilson with board members Roy Urie and Dale Brinkerhoff.
- 3. Linford Land Use Agreement:** No action.

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C. Roads-Snow Removal: Jay contacted Skip, who has asked us to consider two suggestions. He would like the Board to have just one contact for snow removal which will be Jay. John will contact Steve Platt. Jay will inform Skip of our decision to plow to the pump house and the storage tank. Since the main road is primarily used by stockmen and those trying to reach recreation destinations, Jay would like to approach the two new County Commissioners about assistance with road work.

D. A.R.C.: Manny reported requests received for improvements by two home owners. Lot 2 Block 12 has been approved to install a wrought iron fence to contain their pet. Approval is pending the receipt of building plans for the owner of Lot 4 Block 7 to enclose their lower deck.

5. Public Comment Period: There were no public comments.

6. Action Items:

a) Everyone to provide Welcome Wagon list ideas for January's meeting. (Carried over from this meeting)

b) Gary Rosenfield to provide HOA Rules for publication. (Carried over to next month's meeting)

c) Everyone to consider annual budgetary items since the budget will be very tight.

d) Manny to add something to our website warning every one of winter driving conditions.

7. Date, time and location of January meeting: The next meeting will be held on Saturday, January 8, 2010, at 6:00 p.m. at Janet Webb & Tom Kosakowski's house.

8. Adjourn--Motion made by Clive to adjourn the meeting, seconded by Janet with a unanimous vote. Meeting adjourned at 1:53 p.m.