

Cedar Highlands Homeowners Association Board Meeting
2011 High Cedar View Drive, Cedar City, UT November 20, 2009 at 6:00pm

The Cedar Highlands Homeowners Association Directors held their monthly board meeting on November 20, 2009 at 6:00 p.m. at the home of John and Jacqueline Tully.

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

Others Present: Linda Stetzenbach, William and Charlotte Bible, Gary Rosenfield and Michael Berndt.

The minutes were taken by Janet Webb.

- 1. The meeting was called to order at 6:05 p.m.; Welcome and Introduction of visitors – John Tully**
- 2. Approval of Minutes:** Edits are required on the September and October 2009 minutes. They will be reviewed and voted on at the next meeting.
- 3. Committee Reports:**
 - A. Fire – Clive Newell**

Per Clive Newell, the Utah Division of Forestry took advantage of the fence being down at Spring 5 to trim and remove brush. They also completed clearing at the common area. A controlled burn was done on Block 5, Lot 10 today. Several homeowners called 911 to report the fires as the HOA was not given prior notification. After much discussion, Clive agreed to ask John Schmidt of the Forestry Division and/or BLM to notify the HOA prior to controlled burns. Manny Mosqueda will then post the information onto our website.

B. Architectural Report – Manny Mosqueda

Manny reported there are still 71 homes in the subdivision, which includes one under construction. The “ARC Committee Report for November 20, 2009 Board Meeting” was discussed. This document is included as an attachment to the minutes.

C. Water Report – By John Tully as George Mason was absent.

- 1) **Trenching-** Schmidt completed trenching for the electrical work for the new well. The conduit is in place. A new culvert was installed under the path leading to the upper water tank. The next step is to have a meter installed and electrical wire run. A homeowner voiced concerns and made suggestions to improve the drainage across from his home. The homeowner verbally agreed at September’s meeting to pay any additional cost to implement his suggestions during the trenching process. The homeowner’s requests were taken into consideration. John Tully will notify him of the cost above the original scope of the project to implement his requests.
- 2) **Scata System-**The bid for the new Scata System came in at \$5,600. It includes a person coming up to do the install and two (2) transmitters.
- 3) **Linford Land use agreement -** Scott Wilson with the Water Conservancy District is out of town. This topic will be deferred until the next meeting.
- 4) The upper and lower tanks are currently full with a slight amount of overflow. Homeowner of Block 4, Lot 1 stated his water pressure at his home has dropped significantly after he noticed the water master calibrating the system. Several questions and suggestions were discussed with the homeowner. John stated if the

Cedar Highlands Homeowners Association Board Meeting
2011 High Cedar View Drive, Cedar City, UT November 20, 2009 at 6:00pm

water pressure is still meeting State requirements, he will speak with the Water Master to discuss options. John will report back to the homeowner.

D. Roads – John Tully, Beth Gaines & Manny Mosqueda - John spoke with Phil Schmid regarding the quality of work performed during the first snow removal. We received our second bill for blade work to improve drainage and wash board conditions.

E. Financial- Beth Gaines-

- 1) **Balances-** Beth updated the “Cedar Highlands HOA Financial Accounts” for November 2009 as more communication is needed with Hinton Burdick Accounting firm to bring them up to speed on the dynamics of our accounts. Beth Gaines will be meeting with them on Monday. Since a third party is now handling our bank accounts, we will no longer require two (2) signatures on checks. Beth will write a letter to State Bank updating them to our changes.
- 2) **Assessment of services with Hinton Burdick thus far** - Manny and Beth have signed checks prepared by the firm on our behalf. Janet and Manny have received calls from State Bank to approve checks presented for payment that had only one (1) signature. With a little more communication and direction, which Beth will provide at Monday’s meeting, the Board members are satisfied with their service. Our previous volunteer accountant will forward a copy of our quick book records to the new accountant firm.
- 3) **Vial Fotheringham contract-** Board members as well as a volunteer homeowner with a legal background, reviewed the proposed contract for HOA delinquent dues collections. We have decided not to retain their services. Instead, we will look into representation in each jurisdiction on an individual basis as needed.

4. Other Business/Discussion

- A. The umbrella policy covering the HOA and current Board members has been renewed.
- B. The topic of driveway snow removal was discussed. Everyone was reminded that the HOA is not responsible for this. The message on our website will be updated letting homeowners know they need to contact the contractor of their choice to have their driveways cleared.
- C. After discussing our future financial needs, Clive made a motion to raise the general fund portion of the HOA dues by fifteen (15) percent. Beth seconded the motion. Linford and Manny were opposed. The motion was approved by majority vote. The Board unanimously agreed to keep the water system maintenance and usage fee the same as last year. An SID could be considered later if funding is insufficient for the well and pump house projects.

5. Beehive-

Janet read the original offer from Beehive dated May 19, 2007. She also read inserts from previous HOA minutes regarding this topic. She then read the e-mail she received from Art Brothers dated November 10, 2009 which seems to be a new proposal. Discussion followed, and it was decided that Janet will contact our attorney and ask them to write Beehive informing them to send any new proposals to them as they represent us on this matter.

6. Public comment period- No public comments were received.

Cedar Highlands Homeowners Association Board Meeting
2011 High Cedar View Drive, Cedar City, UT November 20, 2009 at 6:00pm

7. Action Items –

- a. Manny to check and see if the original HOA ARC approved building plans for Block 4, Lot 17 are available.
- b. Beth to write letter to State Bank notifying them of our new contract with Hinton Burdick Accounting Firm and that only one (1) signature is needed on our checks.
- c. Beth to meet with Hinton Burdick Accounting Firm on Monday, November 23, 2009.
- d. Janet to contact our law firm and have them send a letter to Beehive asking them to go through their firm if they have a new offer they would like to present to our HOA.
- e. John to contact Nolte about a meter set for the new well.
- f. John to get a copy of our financial records to Gary Rosenfield who will check with a few banks regarding loan requirements.
- g. John to contact homeowner to procure promised funds towards drainage improvement work completed during the trenching project for electrical of the new well.
- h. Manny to update the website regarding driveway snow removal.

8. Time and place of next meeting-

The next board meeting will be held at 6 p.m. on January 15, 2010 at the Nelson Residence located at 890 South 1750 West, Cedar City.

9. Adjourn:

Clive motioned to adjourn the meeting, Janet seconded the motion. The vote on the motion was unanimous. Meeting adjourned at 8:09 pm.