

Cedar Highlands Homeowners Association Board Meeting  
2215 S High Mountain View Dr., September 4, 2010 at 6:30pm

The Cedar Highlands Homeowners Association Directors held their monthly board meeting on September 4, 2010 at 6:30 p.m. at the home of Beth and Stan Gaines.

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

**Others Present:** George Mason, Tom Kosakowski, Sherri & Erin O'Boyle.

The minutes were taken by Janet Webb.

- 1. The meeting was called to order at 6:33 p.m.; Welcome and Introduction of visitors – John Tully**
- 2. Approval of Minutes:** After one suggested change by John Tully, Beth Gaines made a motion to approve the August 2010 minutes. Janet Webb seconded the motion. The vote on the motion was unanimous.
- 3. Committee reports**
  - A. Water--George Mason's Report--**Both water tanks are full and the lower tank is overflowing. Weekly samplings of chlorine residuals for upper and lower systems were adequate. The monthly bacteria tests for August were negative. A copy of the water report for July 23rd thru September 4<sup>th</sup> is attached to the minutes.
    - 1. Water Project Update:** The twelve (12) inch line is connected all the way down to the lower tank and almost completed to the upper tank. The upper tank will need to be drained in order to connect the line to the tank. This could take place as early as next week. Precision Pipeline will notify us one (1) day in advance so that we can notify homeowners attached to the upper system, they will be without water for a day. The two (2) valves shown on the schematics as drains to the tanks are not working. George has asked Kelly to provide the cost to excavate around those valves in order to determine the cause. He states it would be much cheaper to address the problem now while the equipment is up here. In order to drain the upper tank next week, a hydrant will have to be opened up. Two (2) change orders have been requested so far. One includes gravel that has already been purchased and applied. No decision was made to pay the additional \$1,000 plus.
    - 2. Division of Drinking Water Loan Agreement:** The loan has closed and we have met all the standards that were required. Considerable discussion took place regarding change orders and who approves them. At this point, no change order will be approved without Board review prior to change order being paid. Bill Prader from the State as well as our attorney and the loan origination fees will be included in the loan package which severely limits what we can buy as far as remote transmitting units and other sensors at this time.
    - 3. Linford Land Use Agreement:** Linford had a list of demands. The Board agreed with 60 to 70 percent of those demands in order for him to agree to the land use agreement. Linford declined as he wanted 100% of his requests met which included two (2) road accesses across common areas which the Board found to be significant exchanges for the land use agreement which only requires a 150 foot radius in which he can't put septic systems or disrupt the flows of the water system.

**B. Roads—**No road report at this time.

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**C. Financial Report and check register:**

**1. Balances:** Hinton Burdick has not supplied Beth Gaines with a current checking account reconciliation report. Using supplementary reports, Beth provided balances for the general account, water account and money market account. A little less than half of the total water fees receivable has been transferred to the water account. A majority of Board members decided to transfer available water fees from the general checking account to the water account on an as needed bases. Dues of approximately \$9,000 remain unpaid for two (2) homes and six (6) lots. Beth will check with Hinton Burdick on balances due on the two (2) homes and report to board members so the water shut-off process can be initiated if dues have not been paid in full. Janet will prepare the 72 hour shut off notices and post on the homes. George Mason will be notified if and when water is to be shut off.

**2. Budget vs. Actuals:** Beth reviewed budget vs. actual thru August 2010. We are currently over budget on general expenses with four (4) months remaining in the year. Our water expenses are actually under budget. We may need to borrow money from our residual account to cover expenses for the remainder of the year. We would have to repay it with dues collected next year as we are required by the State to retain residual funds as part of the loan agreement. John would like the HOA dues statements to be sent out before the first of the year so we can start receiving money earlier to cover snow removal expenses. A bill for \$600 was received from Dave Miller for fixing the leak at block 2, lot 34. Linford Nelson volunteered to try to negotiate with Mr. Miller to accept a reduced amount since he was the original contractor who installed the service.

**D. A.R.C.:** Manny reported no changes. There are still 165 lots with 71 homes.

**4. Public Comment Period:**

**5. Action Items:**

- a) John to call Kelly Crane, Steve Platt, Precision Pipeline and Ben Ruesch on Tuesday.
- b) John to e-mail Gary Rosenfield about his list of HOA rules.
- c) Beth to verify with Hinton Burdick balances owed by two partial payment owners before shut-off notices are delivered and before shut-off is initiated by George Mason.
- d) Janet to prepare and post water shut-off notices upon verification from Beth of balances remaining.
- e) Linford to call Dave Miller to negotiate billed amount for repairing a water leak.

**6. Date, time and location of September meeting:** The next meeting will be held on Friday, October 22, at 6:30 p.m. at John Tully's house.

**7. Adjourn--**Motion made by Janet to adjourn the meeting, seconded by Beth with a unanimous vote. Meeting adjourned at 8:16 p.m.