

Cedar Highlands Homeowners Association Board Meeting  
2017 South High Mountain View Dr.  
6 PM Saturday March 15, 2008

The Cedar Highlands Homeowners Association Directors held their monthly board meeting on March 15, 2008 at the Havens Residence, 2017 South High Mountain View Drive, Cedar City, UT. The meeting was called to order by President Jacqueline Tully at 6:00 PM.

**Cedar Highland Board Members Present:** Clive Newell, Jacqueline Tully, Manny Mosqueda, Bob Havens, Martin Haeberle. Linford Nelson was excused.

**Others Present:** Stephanie Mosqueda, Judith Haeberle, Stan and Beth Gaines and John Tully.

**A. Call meeting to order. Welcome and Introduction of visitors – Jacqueline Tully.**

**B. Resignation of Board member Gary Rosenfield, by email, due to personal obligations.**

**C. Motion to Appoint Interim Board Member Beth Gaines – Jacqueline Tully.** Motion to appoint Beth Gaines made by Manny Mosqueda, seconded by Martin Haeberle. The vote on the motion was unanimous.

**D. Approval of Minutes:** Martin Haeberle motioned to approve the February 2008 minutes with one amendment. Beth Gaines seconded the motion. The vote on the motion was unanimous.

**E. Financial Report.** The “Cedar Highlands Expenses and Deposits for February 2008” was presented to the board. A copy of this is included as an attachment to the Minutes.

1. HOA dues received in 2008 to date are \$89,403.00.

2. There was a discussion of using a collection agency for delinquent dues. Manny Mosqueda will research and present findings at the next board meeting.

**F. Community Work Day:** President Tully presented the idea of a “Community Work Day” to accomplish some much needed work in the subdivision. Service projects suggested were: culvert cleaning, culvert creation by use of a backhoe rental or use of a home/property owner’s equipment (to be operated by the owner,) trash pickup along the roads and bar ditch work.

Following the day’s work, a BBQ will be held for the workers. A date of Saturday, May 24, 2008 was agreed upon. An “E-mail Blast” will be sent to home/property owners on the HOA email list to see if there is interest, and to get input on types of projects individuals would like to do.

**G. Committee Reports.**

1. **Fire – Clive Newell**

a. John Schmidt will have a partial crew cutting trees on the right-of-way below the cattle guard in April. In May he will have a full crew to complete the work. Forty feet will be cleared from the center of the road to allow for some road widening and faster snow melt.

- b. The Fire Council Meeting will be held at Clive Newell's home on Saturday April 19, 2008.

**2. Architectural – Manny Mosqueda**

- a. There are 70 homes currently. This number includes the six homes under construction.
- b. To help keep trash contained on construction sites, a letter regarding debris and full dumpsters will be sent to some homeowners whose homes are under construction.
- c. There was a discussion of the importance of checking survey and radius stake placement before any improvements or landscaping are done by the lot owner. A survey may need to be completed to avoid encroachment on the subdivision roads or right-of-ways. This item will be addressed by the Road Committee.
- d. The Greens are asking for a refund of their deposit. They will receive a letter regarding debris, and their culvert matter will be addressed by the Road Committee prior to refunding any part of their deposit.
- e. The stone retaining wall on Lot 22, Block 2 was not approved by the Architectural Committee, and will be reviewed at the same time as other encroachment and drainage issues being looked at this year. The Roads Committee will compile a list of all driveway and drainage concerns and present it to the Board at the next meeting.

**3. Water—Bob Havens**

- a. Bob Havens attended several trainings during the month.
- b. Bob Havens presented information regarding the aquifer.
- c. The new well was discussed. Martin Haeberle stated that he will present proposals from several drilling companies at the next board meeting. The goal for commencement of drilling is late May to early June. The Water Committee will meet prior to the next board meeting.
- d. John Tully stated that the PRV boxes will be set in mid April. A letter to home/property owners will be mailed advising them of the project and the loss of water for approximately ½ day. The work will be Monday through Friday.
- e. John requested approval by the board to employ Jeff Hunter of Mountain Valley Excavation at a cost of \$10,500 per box. The HOA would provide the PRV's and gate valves, and Mountain Valley will assume responsibility of the installation, labor, valves and steel piping. Motion to approve the use of Mountain Valley was made by Manny Mosqueda and seconded by Martin Haeberle. The vote was unanimous.

**4. Roads**

- a. The Road Committee met and identified the following concerns:
  - i. There are 3.3 miles of roads and safety is a major concern.
  - ii. Areas for work by BLM were identified
  - iii. Bids for bar ditch construction are required.
  - iv. Larger rip/rap is needed.

- v. Utility easements.
- vi. Snow removal.
- vii. Fire hydrant and transformers to be clearly marked.
- viii. Road edges marked.
- ix. Driveway culverts marked.
- b. Discussion of current provider of road care and snow removal ensued.  
A motion was made by Clive Newell to get estimates from Jeff Hunter of Mountain Valley Excavation and other excavating companies in the area to provide improvements to the road base, plus bar ditches and a crown after the PRV work is completed, and possibly to provide snow removal next year. A five year contract for Summer and Winter maintenance will be considered. Driveways would be plowed by separate agreement between the lot owner and the provider, rather than the HOA. The estimates will be emailed to all Board members. Manny Mosqueda seconded the motion. The vote was unanimous.
- c. John Tully will let Roger Murie know that only Beth Gaines or Manny Mosqueda, after consulting each other, may authorize snow plowing in the subdivision until the end of this winter season.

**5. CC&R – Ann Bersi**

Ann Bersi's email stated that she has reviewed the CC&Rs and the suggestions for amendment are in draft. She will proofread and get them off to us for our April meeting.

- a. There was a discussion of the CC&R's regarding HOA and home/property owner's rights and responsibilities. Martin Haeberle will prepare and present a list of concerns voiced by board members at the April 2008 meeting. After approval by the Board, these items will be presented to legal counsel for input. A motion to approve the February 2008 Financial Report was made by Martin Haeberle and seconded by Clive Newell. The vote on the motion was unanimous.
- b. There was discussion of how to circulate the CC&R's so that all homeowners have a copy, since it is required that they review them as HOA members. It was suggested to have a "Welcome Packet" containing helpful information for new owners. Stephanie Mosqueda and Beth Gaines will present "Welcome Packet" ideas at the April Board meeting.

**H. Other Business**

- 1. Neighborhood Watch** – The envelopes are ready to be mailed as soon as Janet Webb completes the addressing.
- 2. Community Work Day** – See "F" above.
- 3. Beehive Telephone Company** – We have not heard anything from Beehive regarding the contract they agreed to send us for approval.

4. **HOA Annual Picnic** – Saturday, August 9, 2008 was chosen as the date for the Annual Homeowner’s Association Picnic to be held in the upper common area.
5. **Qwest Service** – Qwest indicated to a new home owner that they would provide phone, TV and internet service to our subdivision. More research will be done to see if this is possible. (Discovery: It was confirmed that Qwest **Does Not** service Cedar Highlands, regardless of what the Quest personnel state when you call.)

**I. Public Comment Period** – There was no public comment.

**J. Action Items –**

1. Manny Mosqueda will research collection companies as a way of collecting overdue HOA dues.
2. Martin Haerberle will compile a list of questions concerning the Board’s legal rights and responsibilities, to be presented to our legal counsel.
3. Martin will send a letter to lot owners regarding possible loss of water for ½ day. It will also state that no burning will be allowed during the time the PRVs are being put in and water is off.
4. Jacqueline Tully will check with Steve Gray on an Email Blast regarding the May 24 Community Work Day.
5. Clive Newell will have the Fire Counsel meeting and HOA meeting on Saturday April 19<sup>th</sup>.
6. The Roads Committee will measure subdivision cul-de-sacs and road right-of-way survey markers to see if there is any encroachment. A list will be presented to the Board at the next meeting.
7. Stephanie Mosqueda and Beth Gaines will present “Welcome Packet” ideas at the April Board meeting.

**K. Time and place of next meeting:**

The April Board meeting will be held at 6 PM Saturday April 19 at the home of **Clive and Shelly Newell**, 2323 South High Aspen Drive (Block 12 Lot 11 – Cedar Highlands)

**L. Adjourn:** Clive Newell motioned to adjourn the meeting. Manny Mosqueda seconded the motion. The vote was unanimous. The meeting was adjourned at 8:58 P.M.

## **Cedar Highlands Expenses & Deposits February 2008**

### **Water Account:**

Bill Spenser Excavation	\$ 875.00
Rocky Mountain Power	\$ 167.74
Duane Lyon Construction (Bersi residence earth heater)	\$ 560.00
Bob Havens Water Master (Dec. 5 to Jan. 15)	\$ 2,300.00
Bob Havens Water Master (Jan. 20 to Feb. 14)	\$ 900.00
<b>TOTAL</b>	<b>\$ 4,802.74</b>

### **HOA Account:**

Durham Jones and Pinegar (Lawyer as Registered Agent)	\$ 123.36
Durham Jones and Pinegar (Lawyer - Beehive progress)	\$ 17.50
HOA Board Meeting food for January	\$ 39.06
Roger Murie (snow plowing)	\$ 8,500.00
Renewal of HOA P.O. Box until 2/29/09	\$ 56.00
Cedar Land Title - sending county addresses to Richard Dickinson	\$ 50.00
<b>TOTAL</b>	<b>\$ 8,785.92</b>

### **Deposits to HOA Account:**

HOA Dues Deposits for <b>February</b>	<b>\$ 41,843.00</b>
Total of all HOA Dues deposits to date in 2008	<u>\$ 89,403.00</u>

## **Cedar Highlands Water Report March 15, 2008**

### **Current Status on Water System**

- As of March 6, 2008 the water level in the upper tank is 30 ft. The lower tank level is 30 feet and overflowing. The water is very clear in both tanks. Chlorine demand is met with 3 tablets per week per tank.
  - Chlorine is added at the spring 1 and 5 collection boxes.
  - Upper tank is being supplied by Spring 5 (>5 gpm).
  - Lower tank is being supplied by Spring 1 (>4 gpm). Increasing slowly
  - Unapproved Spring #1A water is diverted to Crawford's pond.
- Water output from the spring 7, 8 and 9 collection box at 2.5-gpm +/- is primarily from the upper tank overflow.
  - By allowing the upper tank to overflow, I am hoping to slow down the freezing.
  - The ¾ inch lateral line from the main line to Ann Bersi's meter is no longer frozen or plugged.

### **Government Water Tests**

- Bac-Ti water tests completed in February and March 2008 were compliant with state regulation.
- The bac-ti tests were taken at the Havens frost free and the Tully frost free.
- The free chlorine residuals were Havens 0.9 parts per million, Tully 2.8 ppm.

### **Rural Water Conference in Saint George, February 26-29, 2008**

- Classes attended.
  - Flanges and flange bolting, Automation (SCADA), General Session (State and National Water Issues), Conflict Management, Water Rights, Automatic Control Valves, Radium 228, Total coliform rules, UT Warn, Source Protection Rule changes, Stage 2 Disinfection Byproduct Rules, Spring Development and Redevelopment I (I have a Power Point presentation).
  - The big changes that we have to be concerned with involve New Source Development and the new laws involving water rights, e.g. HB 00051.
- A new Consumer Confidence Report was generated and our DBP waiver was taken care of.

### **Work Projects in order of importance**

- ***System Distribution Pressure***
  - Upgrade system to establish correct pressures system wide
  - We have received bids on valve boxes.
  - Three of five PRV vaults to meet budgeted funding.
  - A low flow bypass PRV and a 4 inch (fire flow) PRV are assembled, calibrated and ready to be installed in a new vault by the Green residence.
- ***Spring 1A pump***
  - Needs for this 1 ½" pipe connection from collection box 1A to collection box 1, power from pump house to collection box 1A pump.
- ***Two Water Meters***
  - Next spring
  - I have 4-meter set-ups.
- ***Upper Tank Heater***
  - No change.

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- ***New Well***
  - Where to dig well, power needs, storage needs, distribution to which tank. **State regulations.**
  - Preliminary Evaluation Report, plans by a licensed PE, source capacity, Statement of water rights ownership, chemistries, as-built drawings and operating permits.
- ***SCADA – Supervisory control and data Acquisition upper tank***
  - Remote monitoring of tank levels and distribution pressures.
- ***Storage***
  - No change.
- ***Fire Hydrants –***
  - No change.