

## **Cedar Highlands Homeowners Association Board Meeting 286 North Main, Cedar City, May 20, 2005, 6:30 p.m.**

The Cedar Highlands Homeowners Association Directors held their monthly board meeting on Friday, May 15, 2005 at 286 North Main, Cedar City. The meeting was called to order by President Dave Rowles at 6:34 p.m.

**Members Present:** President David Rowles, Board members Richard Dickinson, Linford Nelson, Gary Rosenfield. Jacqueline Tully was excused.

**Others Present:** Glen Crawford, Barbara French, Ken French, Steve Gray, Manny Mosqueda, Al Saa, Terri Saa.

**1. Approval of Minutes:** Richard Dickinson made a motion to approve the minutes of April 15, 2005. Gary Rosenfield seconded the motion. The vote was unanimous.

**2. Treasurer's Report:** Richard Dickinson distributed financial reports to the Board, and went over the various transactions and account balances with the Board members. Cash receipts are up nine thousand dollars over last year at this time. Snow removal costs are up six thousand dollars year to date over last year, while road maintenance costs are down. Water maintenance costs have been high, due in part to extensive repairs and the redevelopment of Spring #1.

The remaining gas refund was determined to be Glen Crawford's, and will be remitted to Mr. Crawford as soon as possible.

The CPA firm, Kemp-Burdick, has finished its findings for the Association, and has verbally recommended that the water details be kept in a more organized manner. Mr. Dickinson will follow up with the firm to arrange to have the written report delivered to the Board, and to determine if an oral report will also be given to the Board. If feasible, the oral report will be presented at the June 17, 2005 meeting.

**3. Committee Reports - Architectural:** One of the homeowners has submitted plans for a garage with a bedroom and bath suite above. The owner has purchased a new water hook-up and is putting in a separate septic tank for the unit. John Tully has approved the plans. The Board discussed whether the CC & R's allowed for such a unit, and whether it would be considered a guest house, thereby opening a precedent for other guest houses in the subdivision.

The homeowner also questioned whether the recently enacted \$2000 contractor's fee (\$1,000 of which is non-refundable) was appropriate for a garage, or whether the fee pertained only to new homes. A question has arisen on whether the notice given and/or passage of the \$2,000 architectural fee was done appropriately. Dave Rowles has asked Mr. Corry, legal council to the Board, to address this issue. The Board will discuss setting additional guidelines for the contractor's fee once the legality of the new contractor's fee increase is settled.

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**3. Committee Reports - Roads:** Linford Nelson reported for the Road Committee. No snow removal was needed during May. Some road repairs are now needed, and Roger Murie said he would like to start on the roads after he has hauled his cows, which might be in July. After some discussion, the Board consensus was that work should be started and the culverts cleaned sooner rather than later. Mr. Nelson will encourage Mr. Murie to begin working on the roads as soon as possible. Dave Rowles said work was needed around the northwest point of the subdivision, beside the fire hydrant which had failed, and at the building across from the fire hydrant. On Greenslake Drive, Mr. Murie mainly needs to mix and spread the remaining loads of tailings and road base.

Steve Platt, the county engineer, is still busy with flooding issues, and will meet with Board members concerning the SID costs when the flood threat is over. This will be the first step towards paving the roads. Once Mr. Platt has determined the final cost figures, a letter outlining the options will be sent to Association members. The County requires a 51% majority of those who will be in the Special Improvement District in order to levy an SID. (A Board levy, by comparison, would require a 2/3 majority vote of all land owners). In order to ensure enough responses are received, Glen Crawford suggested a certified letter be sent to the members. The letter would indicate that if the ballot is not returned by a certain date, it would be considered a positive vote for the SID.

Gary Rosenfield said the anti-litter sign has been installed at the base of Greenslake Drive, and he would like to install an additional one at the top. Mr. Rosenfield is also in the process of obtaining the five new road signs which correctly identify the subdivision's roads.

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**Committee Reports - Water:** Dave Rowles reported for the Water Committee. He reminded the Board that the water system is 15 years old and is starting to show signs of deterioration. Bob Havens is now flushing the fire hydrants periodically to clean out built-up sediment. Recently workers replaced several pressure reducing valves (PRV's) and repaired a major line break in the system at significant cost to the Association. Mr. Rowles thanked Steve Gray, Gary Rosenfield and Mr. Havens for helping Richard Peterson, the plumbing contractor, find the leak. Mr. Rowles and Mr. Gray gave a brief overview of the line break. Because of the break, most of the water in the lower tank was dissipated before the leak was found and repaired. The PRV's outside the lower tank were also repaired. Mr. Peterson's bill for the repairs was \$9,286. Linford Nelson has asked Mr. Peterson's office manager for a detailed, itemized bill.

The break resulted in several positive bacteriological tests, in response to which chlorination was increased. More recently, the tests were negative for bacteria. A small bypass valve leak was also isolated and repaired. Steve Gray said all valves should be turned at least once a year.

A broken two inch line that was not mapped was found during the repair. It is not known what the line is for, but it may possibly tie the upper and lower systems together.

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**3. Committee Reports - Water, continued:** Finding all the valves so a permanent map can be made was discussed. Current as-built maps are not accurate. Mike Arner, who sets the water meters for the Board, mapped some of the valves on which he has worked, but they are far from complete. The Board discussed the possibility that Curtis DeMille, the contractor who installed most of the original lines, might be willing to share any information he has on valve and line locations. Ken French said the brass shut-off valves could easily be found using a metal detector. Mr. Havens is placing ground stakes in the right-of-way to mark pressure reducing valves as they are found.

Water flow has been good for the past few months, which could be a seasonal effect. When Richard Peterson has finished the redevelopment of Spring #1, the flow will be measured again. If it looks like the springs will be adequate for the next several years, given the modest growth in new homes built, the Water Committee will focus their efforts on obtaining capital for a new 160,000 gallon water tank. If not, they will look more closely at drilling a new well. The State Department of Environmental Quality has been slower to approve permits for new wells. Linford Nelson said he has applied for a well permit for his property just south-east of the subdivision, and figures the permit will take about six months. Mr. Nelson estimated the well location is about half a mile from the closest subdivision spring, and he will measure the distance and inform Dave Rowles. The Board consensus regarding the drilling of Mr. Nelson's well was that it would not formally contest the drilling.

Currently the State DEQ is in the process of performing multi-point assessments throughout Utah. As there is no spring box at springs 7, 8 and 9, the State is attempting to find another way to access the springs.

Gary Rosenfield asked about the possibility of putting a web cam in the pump house. Steve Gray said Beehive is running a DSL line through in August, so it should not be difficult to install one at that time.

**4. New Business/Public Comment:** Dave Rowles has contacted Mr. Corry's law firm with several questions regarding the possible expansion of the Board from 5 to 7 members; the Board's enforcement authority; amendment procedures of the bylaws and the passage of the construction fee increase. Manny Mosqueda brought a copy of the Mesa Hill subdivision contractor instructions for the Board members' use and for the Architectural Committee to consider.

The meeting adjourned at 8:15 p.m.