

**Cedar Highlands HOA Board Meeting
August 10, 2023
Cedar City Library, 6:30 PM**

1) Welcome by Mike Brask. Board members attending were Mike Brask, Tom Wootton, Lori Silva and Jeff Hartman.

- a. HOA members in attendance were: virtually—Al Katz, Steve Danto, San Carrizosa, Paul & Paula Huddle, & Steve Hahn and physically—Dean & Pat Larsen, Patti & Nick Palanza, Kerry & Julia Smith, Sandi & Jim Grimes, Monica Wootton, Randy & Cassie Williams, Greg & Sharon Dieter, Kevan Toombs, Stephen Nye, Rick Silva, Greg Pierce, Debra Hartman, Robin Day, Corey & Nancy Collins, Lisa Hatch, Craig Hone, Linford Nelson and Manny Mosqueda.
- b. Mike stated that the special meeting of members to vote for the CC&R amendment started at 6pm and terminated at 6:15 to allow time to count and he turned to Lori for the announcement of the vote count. There were 110 in favor and 3 against, so the amendment for the cumulative voting passed. She stated that the next vote for the water tank placement would need 111 in favor to pass. Mike thanked those that worked on the process and said that the turnout was amazing.
- c. Mike said a discrepancy was noticed in the June meeting minutes after they had been approved and they want to submit a correction and he made a motion to adopt the corrected minutes. Lori seconded and all were in favor. Motion passed.
- d. Mike made a motion that the board approve the July minutes; Tom seconded, and all were in favor. Motion passed.

2) Communications

- a. With members—there were no member communications that needed to be addressed.
- b. With Iron County—Mike has been working with them on the placement of our HOA sign and they have graciously allowed an encroachment into the right of way. It was suggested that a little sign that could hang off the larger sign that directs the public to stay on the main road. He thought that would be something that members would think was a good idea, so he will get back with them on the wording of that additional sign. Tom stated that the Fire and Safety Committee had spoken with representatives of Iron County and more details of that meeting would be presented during the committee reports.
- c. With our attorney—Mike was on vacation and the other board members and Stan Carrizosa were working with him on the completion of the water tank voting packets that will be mailed out.

3) Committee Reports and Old Business

- a. Financial report was given by Jeff Hartman

- i. Beginning statement balance for July: \$46,913.94
 - ii. Deposits for the month: \$4,140.79, \$1.81 interest earned
 - iii. Withdrawals: \$6,595.58 (\$58.41 for Quick Books; \$450.00 for the powder-coating of the sign posts; \$384 for the insurance surety bond with CNA; \$1,271.38 to Goin' Postal for the printing and mailing of the voting packets—of those, three had to be mailed two-day air, so \$40 more for special postage, another \$20 for proof sheets; \$115.85 to Go Daddy for the Cedar Highlands website; \$100 paid to bookkeeper; \$1,000 refund for ARC application for Danto; and \$102 for the Sono tube that was to be used on the sign installation, but will no longer be needed)
 - iv. Ending balance: \$44,933.34
 - v. Two checks need board approval (\$500 to Go Civil for footing drawing, \$225 to bookkeeper). Jeff moved that the board approve payment, Lori seconded, and all were in favor. Motion passed.
- b. ARC (Architectural Review Committee) report was given by Tom Wootton
 - i. New application from Williams, Block 2, Lot 24, 2011 High Cedar View Drive for a 14x14 shed. Application and plans were received, and fees are paid. ARC is recommending approval. Mike made the motion for approval, Tom seconded, and all were in favor. Motion passed.
 - ii. Nothing else is new at this time.
- c. Roads—Mike reported that there has been activity on our roads since the last meeting. The HOA had a contingency fund of \$20,000 for fall wash-outs and Pierce bid the grading at \$34,000. Since the work has been done, heavy rains have caused more damage. He recommends the board approve getting two of the \$10,000 CDs out if needed to cover current road work needed to be ready for winter and the board approved that, if needed. He will report on that at the next meeting. The ditches, road culverts, and 17% grade will be done by Pierce Excavation, but the driveway culverts still remain the responsibility of each homeowner. Nick Palanza asked if anyone has extra concrete, it can be used as fill on the road or at your own culvert. Tom will contact various homeowners that have culverts that need attention. Mike responded to a question from the audience about doing Mag Chloride on the roads again—we just don't have the money right now even though we planned to do it this year. The dues increase was absorbed by the additional operating costs this year. Last year, the Mag Chloride was \$29,000 and the prep work/road base was \$60,000. Now, more material is needed to create a crown on the road since the utilities are so close to the surface in the ditches that they are difficult to dig down without exposing them. So, the option is to go up and cap it with road base. Lori wanted clarification on the numbers from the prep and Mag Chloride for the roads last year and Mike suggested it be looked up and presented at the next meeting. Mike recalled that we put 4-6 inches of material below the water tower and 6 inches in the subdivision last year. Nick Palanza shared that the

residents on High Juniper were going in together to put down Mag Chloride at their expense once they get the road ready. They estimated the cost per homeowner living on that road would be \$500-1,000. Mike said that streets that are less populated would have a much larger number! The goal is to get the roads ready for winter. Lori brought up that there were two areas that she knows of that have the gas lines exposed, there may be more. Mike said he would call Dominion Gas to let them know they are exposed. He needs to mark them in some way so they can find them easily.

d. Fire & Safety Committee—Tom Wootton said that this has been an interesting week. Some of the Committee members met with the Iron County Emergency Manager, the Wildfire Manager and the Cedar City Fire Chief. Tom would like to have them come to our Annual Meeting next month to have a break-out session for homeowner education for those who would like to learn more about defensible space and how to keep their property more defensible against fire. The Palanzas had a fire burn a structure on their property and their fire suppression system helped contain the damage until the fire trucks could arrive. It could have been much worse. It took 29 minutes for the first personnel to arrive and almost 45 minutes for the engine to arrive. Had they not had that system, further damage would have been done to their garage and others may have lost property, too. We have a vote coming up for more fire hydrants to be put into our community. There was a hydrant near the Palanza's, but the water pressure wasn't that great. When you are looking at tripling our capability to have more water with this vote, it can be very important for fire suppression. Mike said that the water tank project would give the community 20 more fire hydrants if the community passes the upcoming vote. They have two years to install the tank and the hydrants, if passed. If not, there may not be any additional hydrants installed. Jeff said that the current tank is getting close to its lifespan of 30 years, so replacing it soon is important. Tom said that the emergency personnel said that our community members should not park along the road because it causes problems with their access. An after-action-event meeting will be held on August 11 at 2:30 pm in the Cedar City Welcome Center to discuss about the fire response and lessons learned. Tom said that George Colson suggested that we write an All-Hazard community plan instead of just a fire preparedness plan as a community due to the number of other hazards that we should be prepared for. Tom said that our texting system was successful in reaching our community members about the fire. Everbridge is the application that is supposed to notify us of a potential hazard, but it was not used for this event. Greg Pierce said that he was not sure from our text whether it was a structure or forest fire when it went out. Our response as a community is different for forest fires—drive up top to Kolob. He expressed that we need to have an organized notification plan for emergencies in our community. Lori said that George Colson was the manager of the Everbridge notification and he would only put out a notification in only an emergency. He is willing to do a test for our community members if we want to schedule it.

- e. Website—Kevin is not available tonight. Tom just fixed an issue with the ARC portion of the website tonight.
 - f. Water—Mike read a letter that was requested by Linford Nelson for clarification of Paul Monroe for everyone to hear. It clarifies the Water Conservancy’s position on our new water tank and fire hydrant project. See Addendum for actual letter.
 - g. CC&R Committee—Mike announced that the CC&R amendment vote passed tonight and it will be given to our attorney, Carson Bagley for filing with the county. Lori announced that we passed the vote with 84 votes and the next packet will be mailed tomorrow for the water tank vote and the new members running for the board vacancies. We need to have 111 votes for the water tank to pass.
 - h. Community sign project—Mike said the holes will be dug withing the next few weeks for the signs to be installed. Nick Palanza and Rick Silva discussed more details about what was needed to get it done.
- 4) President’s report—Mike said he didn’t have one to present.
- 5) New business—Mike asked for members that are interested in running for the three open board positions to come forward as a final call. We have a list of candidates: Stan Carrizosa, Tom Wootton, and Patti Palanza. He thanked them for stepping up.
- 6) **Next meeting will be the annual meeting and picnic on the community meadow on Saturday, September 2nd at 11am.** Set up will start at 8am and special meeting will start at 11am. Mike made a motion that the September meeting’s agenda be approved by email. Tom seconded and all were in favor. Motion passed.
- 7) Member questions—Mike opened the floor to questions and Patti Palanza asked about the impact on our water tank. Mike said they said it was negligible.
- 8) **Meeting adjourned 7:46 PM.**



Memo

To: Cedar Highlands Community Association Board of Trustees

From: Paul Monroe

Date: 7/20/2023

Cedar Highlands Tank and Fire hydrant project

The purpose of this Memo is to provide an update on the proposed water tank and fire hydrant installation project in your community. Based on current circumstances and available information, the following points are important issues to understand in relation to this project:

Fire Hydrant Installation and Tank Location

The funding agency has communicated that it will not fund “stand alone” maintenance projects, and the installation of fire hydrants, without construction of additional infrastructure, i.e. installation of a tank, would be considered maintenance. Consequently, the full project to install 20 fire hydrants can only be funded if a tank is constructed as well. Obviously, the decision on tank location is a vital prerequisite to commencing construction.

Preferred Tank Location: From a geological and operational standpoint, the preferred location for the water tank is the north end of the HOA common area property. This location offers several advantages and aligns with our efforts to have a resilient water system which ensures clean, sustainable, and reliable available tap water as well as enhanced fire protection capabilities for Cedar Highlands infrastructure.

Alternative Scenarios: If the decision on appropriating common area for the tank does not receive a 2/3rd vote from the Cedar Highlands community, the CICWCD could consider relocating the tank to:

- a) the property already deeded to the District. This option would involve constructing an above-ground steel tank instead of a buried concrete tank. However, it is essential to understand that this decision would lead to a significant shift in the project's progress, requiring a halt in current engineering and design work until the system can be redesigned.
- b) Property located above Right-Hand Canyon Rd. This option would involve adding an additional engineered estimate of \$330,000 in infrastructure due to distance and elevation. Additional infrastructure would include pipe, pumphouse building, motors and pumps to move the water to higher elevation. Pumping charges would increase due to the raised elevation. As the water services the subdivision the pressure would then need to be reduced by a pressure reducing valve, virtually wasting the power required to pump water up to the higher elevation. This increases the cost to you as homeowners. The District has contacted a landowner/developer to see if they would like to partner and fund the additional costs and they were not interested. For these reasons this alternative is not preferred and would require re-evaluation of the project. If the District determines to proceed thereafter, it would require redoing all the engineering, soil testing, and property acquisition increasing the costs of the project.

Project Continuation:

If the tank and fire hydrant project does not proceed at Cedar Highlands, the District's plan would be to incrementally add a few fire hydrants each year until full coverage is achieved over the next decade or longer. Obviously, this approach will not immediately provide the same level of safety and coverage as a comprehensive installation would.

Conclusion:

In light of the funding agency's requirement and the preferred geological and operational considerations, it is essential for the Cedar Highlands community and District to make a decision promptly regarding the tank location. Failure to do so may lead to a prolonged delay in the project, possible cancellation if tank relocation cannot be resolved, unnecessary additional costs, and increased service fees. Any reassessment of the tank's placement will obviously increase the costs of this project as noted above.

We will continue to monitor the situation closely and provide updates accordingly. If you have any questions or need further information, please feel free to contact me.

Thank you for your attention to this matter.

Sincerely,

Paul Monroe | General Manager
Central Iron County Water Conservancy District
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