

SILVER CREEK TOWNHOMES ASSOCIATION

Board Meeting Minutes - Thursday, April 18, 2024

Silver Creek Clubhouse and Via Zoom Link

1732 W 540 N/ St George/ Utah 84770

Attendees:

Board Members Present: Stan Engh, Hans Kuhni, Karen Hayes, Carol Stauffer, Lindsey Dover, Jeff Snow, Bruce Lindsay, Adam Witt **Absent:** Carla Peay

CAM Representative: Cory Blackburn

Homeowners Present: Bruce & LaDawn Carter-#4; Glenda Lowe-#116; Bonnie Gorney-#148; Bob Scott-#55; Val Stauffer-#154; Val & Carrie Carter-#24; Unit 73- Kathy Snow-#73; Leann Boyd-#159; M & M Schwenk-#156; Tom & Melinda Bandle-#8; Chad Hansen-#50; Jim Okeson-#130; Balinda Earl-#66; Karen Cleverly-#124; Marcia Brown-#17

Homeowners on Zoom: Sherri Burmester; LaRae Gibbons; Maureen Vowles; Mark Bambaugh; Mark; Allene Monaghan; Dan Gill; Shari Lindsay

WELCOME AND CALL TO ORDER: *Stan Engh, Board President* **TIME: 6:35**

I. HOMEOWNERS OPEN FORUM: (2 minutes per lot)

- 1. Chad Hansen-#50:** Request better communication with Montiel Landscapers. Unit 50 provides own palm tree care.
- 2. Bonnie Gorney-#148:** Request for Montiel to blow landscaping trimmings away from the house.
- 3. Jeff Snow-#73:** Request for Montiel to close gates when working in yards.

II. BOARD BUSINESS:

1. Approve Minutes of Board Meeting held March 21, 2024:

Move to Approve: Jeff Snow Second: Adam Witt Vote: Unanimous Motion Approved

2. Ratify the following Board Actions Taken Without a Meeting:

3/25/2024 - Motion to accept Balsinger Insurance bid for HOA Insurance to begin coverage April 4, 2024

Motion: Hans Kuhni Second: Stan Engh Votes to Approve: 9 Motion Approved

4/1/2024 - Motion to accept pool service bid from Johansen's Pool Service to begin May 1, 2024

Motion: Hans Kuhni Second: Stan Engh Votes to Approve: 9 Motion Approved

4/9/2024 - Motion to have carpet in Clubhouse cleaned by Elevate Carpet Cleaning on April 12, 2024

Motion: Adam Witt Second: Stan Engh Votes to Approve 8 Motion Approved

III. BOARD ASSIGNMENT REPORTS:

1. Architectural Review Committee Report on Proposed ARC Standards: *Lindsey Dover, Tyler Rogeau* - Making progress but nothing to present at this time. Stan and Hans offered to help the committee. Suggestions given to help the committee get this done as soon as possible.

2. HOA Rules Proposal Report: *Bruce Lindsay, Karen Hayes, Jeff Snow, Adam Witt:* New approach presented to regulate who comes through the door and shift responsibility to the homeowners. CC&Rs state homeowners can delegate the rights of pool privileges to family members. Proposal of three resolution documents structured to simplify pool security, preserve the rights of the owners and promote adherence to rules. Pool Committee will be formed to document reported violations. Violations can be submitted through CAM to the Pool Committee for investigation.

Motion to adopt this proposal and send it to homeowners for feedback, to be voted on at the May Board meeting:
Hans Kuhni / Second: Carol Stauffer / Vote to adopt proposal: Unanimous

3. Reserve Study Bids: *Adam Witt:* Recommended acceptance of bid of \$900.00 from Association Reserve Consultants.

Motion to accept bid: Hans Kuhni / Second: Bruce Lindsay / Motion Passed by Majority.

4. Emergency Preparedness Proposal: *Jeff Snow, Karen Cleverly, Marcia Brown* - Proposed a Preparedness Seminar to be held at the clubhouse on May 14th. Nathan Cleverly, from the Health Department can present a 40-minute training

session to encourage homeowners to be prepared for their own needs. Proposed budget of \$200.00.

Motion to approve Preparedness Seminar on May 14th with a budget of \$200.00: Jeff Snow / Second: Adam Witt / Motion Passed by Majority

IV. BOARD UPDATES:

1. ARC Requests Update: *Lindsey Dover* - Nothing to present at this time.

2. Financial Update: *Karen Hayes* - Only have \$18,000 in operating funds. New insurance policy is in place, paid 30% this month of the total yearly cost. Cory will get a letter to homeowners explaining how the insurance works with owners' insurance. Taxes are paid. Pool improvements are ongoing. Montiel spent \$6,200.00 in April for repairs. Discussion on how to monitor Montiel's work on each unit. Discussion of why the drinking water fountain in the clubhouse was it taken out. Discussion of tile repair need in the restrooms.

3. Governing Documents / Insurance Renewal / Pools Status Updates: *Hans Kuhni* - Equipment room electrical panel needs to be replaced at a cost of about \$2,000 from Laidlaw.

Motion to accept bid from Laidlaw to replace electrical panel: Carol Stauffer / Second: Jeff Snow / Vote to accept bid: Unanimous

4. Clubhouse Update: *Adam Witt* - Carpets & tile have been cleaned in clubhouse. Adam will be responsible to monitor Nathan's weekly work cleaning the Clubhouse. Adam will monitor rental of Clubhouse with Julie Gill and have Cory put clubhouse rental information on the CAM portal.

5. Communications Update: *Bruce Lindsay* - Next newsletter will come out the first of May.

6. Landscape Update: *Stan Engh* - Proposal to remove sections of grass on some units with large side yards - Stan will get the homeowners approval to make changes in their limited common areas.

Board voted informally for Stan to get bids to do the work, and get approval of homeowners in units 8, 9, 10, 11, 12, 24, 43, 33, 34, and 35 to have this work done.

7. Security Update: *Jeff Snow* - Concern of the need to address clubhouse and pool area entrance security at the next Board Meeting.

V. ADDITIONAL BUSINESS / COMMENTS:

1. Karen Hayes - Concerns about maintaining the HOA Reserve Funds and the need to maintain our CD reserves. Hans Kuhni pointed out the critical need for reserves to maintain the community walls and roads.

2. Agenda Items Not Addressed at This Meeting:

(a) Bid to fix erosion of hillside jeopardizing back wall of Unit #33.

(b) **Social Activities:** Change of Community Dinner Committee leaders.

VI. ASSIGNMENTS:

1. **Lindsey and Hans:** Prepare Proposal of ARC Guidelines to present at the May Board Meeting.

2. **Bruce:** Have Pool Rules Proposal sent to Homeowners for comments and present for vote at the May Board Meeting.

3. **Adam:** Accept Reserve Study bid from Association Reserve Consultants and schedule the study to be done.

4. **Stan:** Get the written consent of the ten homeowners and the bids needed to remove unneeded grass and replace with rocks on the limited common areas proposed above (*see IV.6*).

5. **Jeff and Adam:** Prepare a proposal for securing the clubhouse and pool areas to present at the May Board Meeting.

6. **Stan:** Bid to fix erosion of hillside jeopardizing back wall of Unit #33 - Discussion moved to the May Board Meeting.

ADJOURN: *Stan Engh, Board President*

Time: 8:40 pm