

Silver Creek Townhomes HOA
BOARD OF DIRECTORS MEETING
Silver Creek Clubhouse 1732 W 540 N St. George UT 84770
Thursday August 15, 2024 | 6:30pm

Minutes

ATTENDEES

Board Member Attendees:

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

CAM Representative: Cory Blackburn

Homeowner Attendees: **Homeowners Present** - Tom Bandley #8; Balinda Earl- #66; Jan Petersen- #65; Neal Nuttall- #83; Roene Wilkinson- #77; Diane Phillips- #90; Julie Mickelson #72; Christine Engh- #78; Al Boyd- #159; Julie Mickelson #72; Maureen Vowles- #135; Lynn & Diane Madsen- potential new homeowners.

Attendees via Zoom - Shari Lindsay; Barb Debry; Bruce; Sherri Burmester; Sylvia Hopkinson; Jane Holman; Gary; Irene Bole.

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

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

Lynn & Diane Madsen - potential homeowners several questions about the community.

Maureen Vowles - recognized the timeless volunteering that goes on in our community.

Tom Bandley - Question about who is responsible to make sure the drains at the end of the lower cul-de-sac is clear and able to handle the torrential rains. Adam will check to see if HOA or city is responsible.

Roene Wilkinson- reported someone in white Chevy trying to enter the side garage door of her home this week. Warning for homeowners to be aware and keep homes secure. Jeff will follow up.

Julie Mickelson - Swim Pool Activity Proposal. - Bruce asked for time for the Board to consider this Pool Activity Proposal. Bruce will follow up with the Board.

Balinda Earl - concern of vehicles speeding through the neighborhood. The Board is aware and solutions are being considered.

II. Follow-up on Homeowner Concerns from last Board Meeting:

1- **Jen Pfaff** - Question on how work requests are verified completed. ***Follow-up by Adam Witt:*** *Board needs a Landscape Liaison to work with Landscapers on repair work approval and report of completion.*

2- **Bill Brown** - Request for clarification of what homeowners are allowed to do in their backyards, and the backyard maintenance responsibility of the homeowner. ***Follow-up by Adam Witt:*** *ARC document is being created clarifying what is allowed and Homeowner responsibilities.*

3- **Lindsey Dover** - Concern with speeding on Private Street. Requested consideration of larger signs. ***No Follow-up reported on this issue.***

III. BOARD BUSINESS:

1. Approve Minutes of Board Meeting held July 18, 2024:

Motion to Approve - Bruce Lindsey Second - Karen; Vote: Approved

2. Board Actions Taken Without a Meeting since July 18, 2024

a. July 30, 2024: Board Approved the recommendation to order and install new circulation pump for outdoor pool.

b. August 5, 2024: Board Approved proposal to replace failed heat exchanger in our pool heater for the hot tub.

c. August 8, 2024: Board discussed acceptance of Montiel Landscape contract through 2027, with contingency that either party can back out at any time with a 30-day notice. This contract is still under consideration. No vote has been taken on this contract.

IV. BOARD ASSIGNMENT REPORTS:

1. Report on recommendations for Violation Letters and Fines: *Hans Kuhni*

Goal to have all communications procedures with homeowners consistent concerning violations and fines.

Recommended that we don't handle this work within the CAM portal. All letters to homeowners should come from the

Board proper. The Board control can ensure the process is simpler, easier, and more consistent. Details still in progress.

2. Report on Proposed ARC Documents: *Adam Witt and the ARC Committee*

a. ARC Standards - This work is still in progress.

b. Verification of xeriscape changes to lots reimbursed by the county or state. This work still in progress.

3. Report on proposals for the security of the Clubhouse Main Door: *Jeff Snow*

a. Entrance access point will be changed from the front clubhouse door to the pool entry door. Homeowners will use their electronic pool door fob to enter the pool area AND clubhouse. Homeowners have a key that will allow entrance to the clubhouse through the door from the restroom hall in the pool area. For security purposes, that key will no longer work for the front door of the clubhouse.

b. Hot tub is repaired and we are waiting for cleaning before it is opened.

c. Homeowners invited to help keep pool areas clean, and items left will be put by the registration table for owner pick-up.

4. Report on progress to remove grass on limited common areas of 10 lots: *Stan Engh*

No response from 4 homes. (#34, #32, #11, #12). Several board members offered to try to contact these homeowners.

5. Motion to designate Jan Petersen and Jen Pfaff as the Sprinkler Repair Liaison, with the full faith and credit of this Board, and empower them with authority to approve sprinkler repair work, and follow-up with the appropriate homeowners. All work will be reported to a member of the Board by the Liaisons.

Motion: Bruce Lindsay; **Second:** Adam Witt; **Board vote to accept - Unanimous.**

Note: Jan Petersen and Jen Pfaff will meet with the Montiel tomorrow and will take over this responsibility.

V. OTHER BOARD UPDATES & CONCERNS:

1. Social Activities Update - *Carla Peay*

a- August Summer Potluck was successful with over 30 people attending.

b- Bunko Night is scheduled for Sept 5th.

c- Sit & Chat will be held in clubhouse on the third Wednesday of the month, under the direction of Julie Gill.

The first will be Sept. 21st.

d- HOA Community Potluck Dinner will be held September 9th. The HOA Community Dinner committee will be under the direction of Lori Heaton.

e- Activities Committee Requests permission for an A-Frame sign to advertise Community events. Carla will ensure this complies with the CC&Rs and HOA Rules.

2. Clubhouse & Security Update: *Jeff Snow*

a- Light has been added to the walkway to the pool.

b- Gate from outdoor pool can be used for an exit point. It needs a sign designating it as an **Emergency Exit Only Gate**. Jeff will follow up with options for this signage.

3. ARC Concerns: *Adam Witt*

a- Resolution of issue between Unit #159 and Unit #160. Unit #159 wants a written acknowledgement that the issue is settled. Unit #160 does not want to share a joint resolution and insists the HOA is responsible to pay for the resolution. Adam will continue to work to settle this issue.

4. Attorney Issues - Update: *Cory Blackburn*

Nothing has been resolved. Cory assigned to bring us a statement to our next Board Meeting of what our liabilities are.

5. Financials Update: *Karen Hayes*

Cory Blackburn suggested we consider cashing out the reserve CD's . Discussion on need to watch the HVAC settings in the clubhouse to keep costs down. Jeff and Adam explained the improvements made to the pool and clubhouse areas this year.

6. Communications Concerns: *Bruce Lindsay*

a. Proposal for resolution clarifying Board Member emails to clarify that this message is for: 1- Information Only; 2- Respond to sender; 3- Respond to All; OR 4- Respond with a vote to approve or not approve.

Motion to accept this proposal: Bruce Lindsay

Second: Karen Hayes **Vote:** Accepted unanimously

7. Landscaping: *Stan Engh*

Landscapers will spray for spurge weeds this next week. Schedule for mowing and trimming of bushes changes as temperatures change. Montiel has been instructed to trim bushes to keep original shape but make sure there is no hang-over on fences and walls.

VI. ASSIGNMENTS:

Cory Blackburn: Bring a statement of what our legal liabilities are to our next Board Meeting.

Cory Blackburn: Give access to Work Requests to our Sprinkler Repair Liaison, Jan Petersen in Unit #65.

ADJOURN: *Stan Engh, Board President* **TOTAL MEETING TIME:** *1 hour 20 minutes*

Next Executive Board Meeting will be Sept 12, 2024. at 6:30 pm

Next Board Meeting will be Sept. 19, 2024, at 6:30 pm