SILVER CREEK TOWNHOMES
BOARD OF DIRECTORS MEETING
Silver Creek Clubhouse 1732 W 540 North St. George, UT 84770
Thursday May 15, 2025 | 6:30 pm – 8:00 pm

MINUTES

ATTENDEES:
Board Members in Attendance– Bruce Lindsay, Karen Hayes, Carol Stauffer, Jeff Snow, Hans Kuhni, Matt Schwenk.
Attending via Phone - Neal Nuttall **Attending via Zoom -** Hans Kuhni.
Excused Board Members: Adam Witt, Carla Peay
Homeowners in Attendance– Jan Petersen, Jennifer Pfaff, Bruce & LaDawn Carter, Kathy Snow.
Homeowners Attending via Zoom – Maureen Vowels, Barbara DeBry. **Zoom Facilitator** – Ray Robertson.

CALL TO ORDER: *Bruce Lindsay* *Time 6:33 pm*

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

1. Jennifer Pfaff #65 Noted speeding problems on various vehicles when visitors are staying in our community. Request visitors be advised by homeowners to be mindful and respectful of this issue. Bruce Lindsay suggested putting a reminder in the next newsletter.

II. BOARD BUSINESS:

A. Halfway Wash Trail project deferred to the next Board Meeting.

B. Clubhouse Cleaning contract in progress.

C. Need to schedule with Sidra and Steve Chandler for PayHOA training. Karen Hayes will contact Steve.

D. Follow up with Board Responsibilities Document at next Board Meeting.

E. **Board Action – Vote to Approve Board Meeting Minutes of April 17, 2025. Approved Unanimously.**

III. BOARD REPORTS:

A. ARC Report: *Matt Schwenk*

1. New ARC Requests
   a. Robert Lake #22– Details of Request to relandscape the east corner of Unit 23 sent to Board members for review. **Board Action – Vote – Approved by Majority.**
   b. Karen Hayes #1 – Request to add rock to backyard to match existing rock.
   Board Action – Vote-Approved by Majority.
2. House Numbers – All in our community are 4" legal size. Motion made to leave existing house numbers as is, recommend faded brass numbers be cleaned or painted black, and all future requests to change numbers be required to be 4" brass or black for better visibility. **Board Action – Vote – Approved Unanimously.**

B. Clubhouse & Security: *Jeff Snow*

1. Report on Indoor Pool room repair progress A bid received to repair the inside & outside of the south wall of the indoor pool. Motion made to form a task force of Adam, Jeff, Matt, & Hans to get more bids and within 2 weeks present recommendations to the Board for a resolution to the wall issue and propose a date for opening the indoor pool. **Board Action Vote to Approve the Motion – Unanimous.**

C. **Social Activities:** *Carla Peay* -Excused - Comments read by Carol.
   1. June Social Activities – Bunco June 2nd at 6:00 pm, Potluck Dinner June 9th at 6:00 pm, No Sit & Chat until September.
   2. Discussion on Clubhouse Rental Policy deferred to next Board Meeting.

D. **Financial Report:** *Karen Hayes*
   1. April Budget Report can be found on the PayHOA portal.
   2. Reserves now $239,000. Karen proposed creating a 5-year plan for anticipated reserve expenditures.
   3. Health Dept. Yearly Invoice paid of $1,575 for licensing & testing of pools. Jeff requested a copy.
   4. Attorney Fee invoice received of $854.50 for ARC revision consultation in 2024.
   5. Board Members instructed on how to access & view all invoices and transactions on PayHOA portal..
   6. Carol will ensure Board members have PayHOA writing rights to respond to needed items.

E. **Governance:** *Hans Kuhni*
   1. Road Resurfacing Phase 1 – Bids for Readjusted proposals: Alexander Asphalt - $129,750. Paradigm - $122,906. Alexander Asphalt scope includes 4,500 more sq. ft. than Paradigm. Actual cost for Alexander is $2.88 psf. Paradigm is $3.04 psf. **Board Action: Vote on Motion to accept Alexander Asphalt bid and have Hans oversee that work. Vote to accept unanimous.**
   2. Common Area Beautification Priority List – Proposed the Board wait until we have time to form a better understanding of the financial funds available and essential needs of the community before considering other beautification projects. Hans will bring a list of priorities for next 5 years to the June Board meeting.

F. **Landscape & Water Concerns:** *Neal Nuttall*
   1. Palm Tree work and Plum Tree Removal should begin this week. Trevor Black will get the information needed from Karen to begin this project. Work anticipated to be completed by May 24.
   2. Proposal made to work with the Water Conservancy Department's Cash for Grass project. Neal will work with Hans to possibly incorporate this into the common area beautification plan.

G. **Housekeeping:** *Carol Stauffer*
   1. Farewells & Welcomes – **For Sale**: Units 17, 67, 68, 94 (Unit 22 is off the market).
      New Owners: Unit 16 – Chiranjeevi & Charity Allada. Unit 95- Shari Gleed. Unit 77- Curtis & Carla Peay closing June 2nd.
      Estate Sales: Units 77 and 120 – both tentatively scheduled for the last week of May.
   2. Violation Letter Draft & Violation Policy Resolution – to be reviewed by the Board and added to the Agenda next month for discussion and vote.
   3. **Board Action: Executive Meeting scheduled to be held after the June 12, 2025 Board Meeting at 8:30 pm to discuss violation issues.**

H. **Parliamentarian Concerns:** *Bruce Lindsay*
   1. Flag requests and Flag rules. Need to comply with the new rules passed by Utah State Legislature. Proposal to have Hans look at rules concerning flags and flagpoles and create an updated rule in compliance with Utah law.
   2. Discussed need for PayHOA training and understanding of procedures and responsibilities of Board members.

MOTION TO ADJOURN: *Bruce Lindsay Time: 8:03 pm.*

Respectfully Submitted,
Carol Burmester Stauffer, Secretary
May 19, 2025

NEXT STEPS (Assignments):

1. **All Board Members** – Ensure projects are approved by the Board before work begins.
2. **Adam** – Follow-up on violation concerns at the Executive Meeting June 12, 2025.
3. **Adam** – Discuss Bids for Half-Way Wash Trail project at May Board Meeting.
4. **Hans** - Create a 5-year priority list of common area essential needs and beautification projects.
5. **Neal -** Investigate the Water Conservancy Department's Cash for Grass project and work with Hans to possibly incorporate this into the common area beautification plan.
6. **Bruce** - June Newsletter Items:
    a. Address the speeding problem with guests in our community.
    b. June Social Activities – Bunco June 2nd at 6:00 pm, Potluck Dinner June 9th at 6:00 pm, No Sit & Chat until September.
    c. New Homeowners in Units 17, 95, 77.
    d. Possible Farewell to Roene Wilkinson?, (long-time, original resident & former board member unit 77)
7. **Adam & Sidra with Steve Chandler** – Schedule & Prepare PayHOA training for Board.
8. **Carol** - Ensure Board members have PayHOA writing rights to respond to needed items.
9. **Carol** - Update Board Responsibilities Document at next Board Meeting.
10. **Carol** - Schedule the following items for the next Board Meeting Agenda:
    a. Discussion of Updated Board Responsibilities Document (Carol).
    b. Report on Indoor Pool room repair progress. (Adam, Jeff, Hans, Matt)
    c. Violation Letter Draft & Violation Policy Resolution Discussion. (Carol & Hans)
    d. Common Area Needed Projects & Beautification Projects priority list proposal. (Hans)

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