SILVER CREEK TOWNHOMES - BOARD OF TRUSTEES MEETING
Silver Creek Clubhouse 1732 W 540 N, Unit 163, St. George, UT 84770
Thursday, March 19, 2026 | 6:30 pm

MINUTES

CALL TO ORDER: *Adam Witt, President* *Time 6:30 pm*

ATTENDEES:
Trustees in Attendance – Adam Witt, Neal Nuttall, Hans Kuhni, Jeff Snow, Carla Peay, Jan Petersen, Barb Debry
Trustees Attending via Zoom – Bruce Lindsay
Homeowners in Attendance – Karen Hayes #1, Tom Bandley #8, Diane Bromley #158, Kent Shepley #161, Carol Stauffer #154
Owners Attending via Zoom – none
Zoom Facilitator – Sidra Witt

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

1. Tom Bandley #8. Expressed disappointment that we no longer have an opening prayer at our monthly community dinner.

II. **BOARD OF TRUSTEES BUSINESS:**

A. Action1: Motion to Approve (Board|Exec) Meeting Minutes of February, 2026. Motion Approved 8-0

III. **BOARD REPORTS:**

A. President's Report – *Adam Witt*

1. Adam reported that Ray Robertson has resigned from Technical Committee.
He thanked Ray for his countless hours in helping get our communications and systems updated.

B. Financial/Treasurer – *Barb Debry*

1. HOA Documents/Buyer/Seller/Realtor/Mortgage/Escrow/Move-in/Move-out/: PayHOA Homewise is a module within PayHOA that can help automate and streamline these processes to all of these entities without requiring as much repetitious manual labor on every home listing and sale. It will remove board members from the requirement of constantly interacting with Buyers, Sellers, Realtors, Mortgage companies and Escrow companies.
Barb recommends setup, test, and launch at earliest opportunity. Adam suggested adding a new folder within PayHOA for Homewise documents. Adam and Carla will help with this.
2. Late fees. Barb proposed increasing the late fee to $25.
3. Recommendation to enforce our existing rules that Dues are due on the first of the month, late fee is assessed after the 10th of the month. All agreed. Bruce will put this in the next newsletter.
4. Finances. (1) Our principle is secure. (2) CD's are all in auto-renew instruments (3) Our taxes are paid for this year
5. Barb reminded board members to put in vouchers for payments needed.
6. **Proposals/Motions/Action Items/etc.**: Barb made a motion to use the Homewise module in PayHOA for HOA document management and disctribution. Passed 8-0.
7. Adam made a motion for new late fees, Passed 8-0.

C. Landscape and Board Responsibilities – *Neal Nuttall*

1. Landscape: Watering is now set for 4 times per week. This will change as weather changes
2. Landscape requests: Neal will report on these in future as they are resolved
3. Board Responsibilities: (1) Neal is working on the website for documents (2) Shared drive, also in progress (3) Documents should be protected from changes

D. Architecture (ARC) Requests – *Matt Schwenk (absent from this meeting)*

1. It was reported one property owner changed ______ on home because it was "like for like".
   Hans reminded us all to follow the established procedure.

E. Clubhouse & Security – *Jeff Snow*

1. Thanks to Diane Bromley for organizing a group of neighbors to help with the nightly clubhouse closure.

2. Security Cameras **–** Camera system has been very helpful in finding "gate jumpers". Would like a "live view" to monitor folks who come in unauthorized and a way to get immediate notification of intruders. Suggested perhaps upgrading out security cameras.

3. We have a new pool technician. He seems really good so far. We are still with Johansen's Pool Service.

F. Governance – *Hans Kuhni*

1. Architectural standards: We have standards and regulations (a) We need to enforce and control (b) all changes need to go through Architectural Standards Review.

2. Bylaws (a) "governing documents" is defined. Hans has a chart clarifying definitions. He proposes to bring bylaws to be recorded to the next meeting. (b) Our governing documents are all up to date (c) Our insurance is ready to renew without an increase in price. Looks good.

3. Walls (a) it is hard in many cases to define "project walls" and "owner walls". It's a work in progress

G. Communications – *Bruce Lindsay*

1. All worn and faded signs in the neighborhood have been replaced with new signs

2. Bruce moved we adopt a mission and vision that was produced by the workforce assigned to the task. Adam seconds the motion, it was approved 8-0

H. Social – *Carla Peay*

1. Carla is working on getting a men's breakfast group going.
2. April activities: Wednesday, April 1-Bunko;
   Wednesday, April 8-Sit and chat at the home of Julie Gill;
   Monday, April 13-Community Dinner

I. Secretary – *Jan Petersen*

1. Nothing to discuss at this time

OPEN MEETING ADJOURNED: *8:15 pm*

ADJOURN TO EXECUTIVE SESSION to discuss delinquencies and violations

Respectfully submitted,
Janet Petersen, Secretary
April 16, 2026

SILVER CREEK TOWNHOMES - BOARD OF TRUSTEES EXECUTIVE SESSION MINUTES SUMMARY
(Silver Creek Clubhouse)
March 19, 2026 | 08:25 pm

AGENDA: *Executive Session to discuss delinquencies and violations*

Note: Executive Sessions are to discuss sensitive information and are never open to the public.

EXECUTIVE SESSION CALL TO ORDER: *Adam Witt, President* *Time 8:25 pm*

EXECUTIVE SESSION ATTENDEES:

Trustees in Attendance – Adam Witt, Neal Nuttall, Hans Kuhni, Jeff Snow, Carla Peay, Jan Petersen, Barb Debry
Trustees Attending via Zoom – Bruce Lindsay
Homeowner/Attorney/Other in Attendance – None

Summary of Executive Session – Item #1
Violations and delinquencies discussed.
Agreed that our biggest task is to enforce our existing rules and bylaws.

Summary of Executive Session – Item #2
Architectural Control Committee: Recommend filling ARC should have its own committee.
This will be tabled until the next meeting

EXECUTIVE SESSION ADJOURNED: *Time 8:55 pm*

Respectfully submitted,
Janet Petersen, Secretary
April 16, 2026