

**Silver Springs Masters Homeowner's Association**  
**Board of Trustees Meeting**  
**Tuesday January 10, 2012 – St Luke's**  
**Minutes**

- 1) **Confirm Quorum:** Gaylynn Mooney (North Shore), Steve LoRe (Southshore), Jeff Nielsen (Park Place), Phil Tisovec (Silver Meadows), Whit Logan (Meadow Springs), Tracey Douthett (SSSFHOA), Les Carriel (Meadow Wild) , **Proxy:** Bill Noland- Bill Chambers (Ptarmigan), **Not Present:** Tracy Phillips (Quail Meadows Town Homes), Isa Wright (Willowbend East), Tony Mason (Quail Meadows), Robyn Bailey (Willowbend West)

- 2) **Open Meeting to Order: 6:43 p.m.**

- 3) **Approve Dec. Minutes:**

Meadow Springs	S Y	Meadow Wild	Y	Northshore	Y
Park Place	S Y	Ptarmigan	Y	Quail Meadows	
QMTN		Silver Meadows	Y	Single Family	Y
Southshore	M Y	Willowbend East		Willowbend West	

Steve motioned to approve Dec. minutes, Jeff and Whit seconded the motion all were in favor motion approved.

- 4) **Visitors Comments:** No visitors.

- 5) **Park Place Drainage Report:** Bill Noland reported that this project was completed. The water that is coming in under the culvert is freezing and causing a little water to pool. This is what it is designed to do in the winter. It may need a little work in the spring. Gaylynn suggested that we have it done the same time as the little lake work is finished.

- 6) **2012 Budget Vote:**

Steve had a question concerning the line item of lakes \$30,000.00. Gaylynn explained that \$10,000.00 was for the maintenance of the lakes fish, chemicals etcetera. She thought the \$20,000.00 was for finishing the little lake project. We still have to pay for the drive way, the cap on the dam, and plus one other thing that she couldn't remember. Steve asked about the dam line item budget number of \$10,000.00. Gaylynn explained that, it is for the on going dam maintenance that has not been completed on the big lake, like trees and willows. Phil asked about the numbers that have changed in the 2011 actual column. Jeff said that he thought those were the current numbers that don't affect the 2012 budget. Phil said the actual budget number is \$210.00 per house. It was explained that since we have money left from the little lake project and we still have not finished the project the money that was assessed will be brought over to finish the little lake.

. Bill Noland asked why we are incurring late fees on past bills. He asked why the bill has not been paid and does not feel that the HOA member's money should go towards late fees. Gaylynn suggested that we talk about this later on in the meeting we are trying to pass the 2012 budget so we need to move on.

Meadow Springs	Y	Meadow Wild	S Y	Northshore	Y
Park Place	Y	Ptarmigan	Y	Quail Meadows	
QMTH		Silver Meadows	M Y	Single Family	Y
Southshore	Y	Willowbend East		Willowbend West	

Phil motioned to pass the budget as stated and for each household to pay \$175.00 this year. Les seconded the motion all were in favor motion approved. Motion passed

7) **Little Lake Report:** The new vault is not working, it has a small leak and it is not level. Mike Mooney has spent many hours to make sure it does not freeze up. He has been over there everyday to check the build up. What we think happened is that the lake was frozen while filling up and the seal froze and separated in the process. This can be fixed by either cross marine under the water or when the water stops flowing we can draw the dam level down to repair it then. The other issue is the drain was supposed to be level or not. Gaylynn has met with Arlen the contractor to look at this many times. Gaylynn stated that she is not sure if it was engineered this way. If it was, it was not a good idea because when the drain is not level ice can form and we need the water flowing in from all sides equally. Rick Krebs has also looked at it with Arlen; he came over and modified it with wood. Mike has since done additional modifications. They have assured Gaylynn that this can be taken care of and Arlen has told her that he will take care of it and he will get it done. Which he realizes this is something he needs to take care of. Gaylynn said that it is good that we haven't replaced the driveway and finished the landscape because we will more than likely need to access this area again.

Meadow Springs	Y	Meadow Wild	Y	Northshore	Y
Park Place	Y	Ptarmigan	M Y	Quail Meadows	
QMTH		Silver Meadows	Y	Single Family	Y
Southshore	S Y	Willowbend East		Willowbend West	

Bill motioned to have the insurance company to come and look at our risk assessment since we have made changes. Steve seconded the motion. Gaylynn will have Robyn call the insurance company and she will look into the grate problem.

8) **Dog Waste:** Since Robyn is not here, we will table this until next month.

9) **Other:** Gaylynn asked Bill if we need to discuss the late fee issue. Bill made the point that the HOA should pay in a timely matter and not waste our money on late fees. Bill Noland needed to leave so we left.

Jeff asked that we consider to have our books looked at for \$500.00. To simplify our accounts, to redesign it to understand our list of accounts, Jeff proposes that if they need more money he would come back. Les thought it was a good idea going forward but was not sure about changing the past. Gaylynn suggested that Robyn be involved and be made clear about the process. Every line item will change. Steve thought it would have a lot more clarity.

Meadow Springs	Y	Meadow Wild	S Y	Northshore	Y
Park Place	M Y	Ptarmigan		Quail Meadows	
QMTN		Silver Meadows	Y	Single Family	Y
Southshore	Y	Willowbend East		Willowbend West	

Jeff makes the motion to have someone look at our chart of accounts to reflect more clarity. Les seconded the motion. All were in favor, motion passed.

10) **Next Meeting:** Our next meeting is on Valentines Day and unless we all want to bring our spouses this day may not work. We can shift the meeting to be before or after the 14. All present agreed that Wed. 15, 6:30p.m. would work best and we will look into the location either here at St. Lukes or at Gaylynn's.

11) **Adjourn:** All were in favor of adjourning. 7:47 p.m.

2/15/12

Date of Approval



Jeff Nielsen, Secretary/Treasurer

**Silver Springs Masters Homeowner's Association**  
**Board of Trustees Meeting**  
**Wednesday February 15, 2012**  
**Minutes**

1. **Confirm Quorum:** Gaylynn Mooney (North Shore), Steve LoRe (Southshore), Jeff Nielsen (Park Place), Phil Tisovec (Silver Meadows), Tracey Douthett (SSSFHOA), Les Carriel (Meadow Wild), Robyn Bailey (Willowbend West)  
**Proxy:** Phil Tisovec -Whit Logan (Meadow Springs), **Not Present:** Tracy Phillips (Quail Meadows Town Homes), Isa Wright (Willowbend East), Tony Mason (Quail Meadows), Bill Chamberland (Ptarmigan),

2. **Open Meeting to Order: 6:50p.m.**

3. **Approve Jan. Minutes:**

Meadow Springs	Y	Meadow Wild	S Y	Northshore	Y
Park Place	Y	Ptarmigan		Quail Meadows	
QMTH		Silver Meadows	Y	Single Family	Y
Southshore	M Y	Willowbend East		Willowbend West	Y

Steve motioned to approve Jan. minutes, Les seconded the motion all were in favor motion approved. Steve also asked that we do a better job sending out the agenda, he asked that the agenda be sent earlier instead of the night before.

4. **Visitors Comments:** None

5. **Little Lake Report:** Gaylynn is planning on meeting with Rick Krebs, Arlen and Kristian to determine when and how and what will need to be done on the drain. There is a leak and it is not level. This is not a big problem but it will depend on the weather and how far the lake will need to be drawn down before the work is done. It will be hard to finish the cap work either sod or seed and the driveway until the drain is fixed. Gaylynn asked for help on the drive way. Steve volunteered to spear head this. Steve will get with Gaylynn who will get the bids from Arlen for the homeowner whose drive way needs redone. Tracey Douthett will work with the landscaper on the cap. We will need to notify the homeowners, so they can water the sod or seed. Gaylynn said we should know more at our next meeting.

6. **Dog Waste:** Robyn will look into the cost of 4 posts, 2 waste baskets and bags for 4 waste stations. She will have this for next meeting.

7. **Insurance:** Robyn reported that she spoke with our insurance agent and they will arrange to have an adjuster come and look at our property changes to make sure we are covered correctly. Gaylynn asked that she be included when the agent comes to inspect the common properties. Robyn said she will send all trustees an email out on when it will happen.
8. **Other:** The tennis park trash container needs repair. This should be fixed in the spring.

When spending large amounts of money we should consider a contract. Les stated that he felt that no one on the board intentionally ignored bills. He said that things happen and sometimes we may have late fees.

Robyn talked about the newspaper article that was about another house bill concerning homeowners associations. Phil looked up the article and read it to the group. The proposed bill is HB-56.

9. **Next Meeting:** Tues. March 13

10. **Adjourn:** 7:40p.m.

3/13/12

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Date of Approval



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Jeff Nielsen, Secretary/Treasurer

Silver Springs Masters Homeowner's Association  
Board of Trustees Meeting  
Tuesday March 13, 2012  
Minutes

**1) Confirm Quorum:** Gaylynn Mooney (North Shore), Steve LoRe (Southshore), Jim Harsch (SSSFHOA), Robyn Bailey (Willowbend West), Phil Tisovec (Silver Meadows), Whit Logan (Meadow Springs) **Proxy:** Jeff Nielsen (Park Place) – Gaylynn Mooney, Les Carriel (Meadow Wild) – Gaylynn Mooney **Not Present:** Tracy Phillips (Quail Meadows Town Homes), Isa Wright (Willowbend East), Tony Mason (Quail Meadows), Bill Chamberland (Ptarmigan),

**2) Meeting to Order: 6:55p.m.**

**3) Approve Feb. Minutes:**

Meadow Springs	S Y	Meadow Wild	Y	Northshore	Y
Park Place	Y	Ptarmigan		Quail Meadows	
QMTH		Silver Meadows	Y	Single Family	
Southshore	M Y	Willowbend East		Willowbend West	Y

Steve motioned to approve Feb. minutes with the changes he suggested. Whit seconded the motion all were in favor motion approved.

**4) Open Member Comments to Board:** No comments were made

**5) Standing Reports**

**a) Treasurer:** Robyn reported that four HOA's have paid the 2012 assessment. Our taxes are finished and will be filed on or before March 15, 2012.

**b) Manager:** There are no concerns right now due to winter.

**6) Committee Reports**

**a) Lakes:** Gaylynn reported that out trout are getting big. The aerators will be turned on soon probably next week.

**b) Other Properties:** The drainages look good the creeks are running. There is one problem where a homeowner built a berm made of the wrong material that could pose a problem if we have a heavy runoff. Gaylynn is planning on talking with them.

Bill Noland reported that the Park Place drainage still has problems where the water is coming out of the drive way. He suggested we do two things this year. One roundup the drainage area and the second item is to remove trash. Steve asked that we talk to the surrounding homeowners asking them to not dump grass clippings and yard waste in the

open space. Whit thought we should also remind them that this area should be kept clear of debris so their home will not flood.

## 7) Unfinished Business

**a) Little Lake Dam Project:** Gaylynn gave us a time line where Les will first talk with the engineer. They will get his advice on the leak and if the drain was designed to be level. Then she and Les will meet with Alren and Big John on how to fix it. Once we know what our plan is to fix the drain then Gaylynn plans on meeting with the homeowners surrounding the lake so they can be informed. She plans on doing this in about two weeks. Robyn will ask to see if a room is available at the church. Steve has a new updated email contact with his members that we could use. Gaylynn asked Steve to talk with the homeowner about the driveway to see if they want the money to replace the drive or do they want us to have it done.

**b) Insurance:** Still waiting for them to send someone.

**c) Dog Waste:** We all viewed several examples of dog signs and systems to clean up after them. We all agreed that we will need 4 box-signs at \$79 each, 3200 bags \$168, \$100 in labor to install the boxes, \$20 for posts and \$50 in shipping. Phil motioned to have the dog waste installed for under \$700.00. Steve seconded the motion all were in favor motion passed.

Meadow Springs	Y	Meadow Wild	Y	Northshore	Y
Park Place	Y	Ptarmigan		Quail Meadows	
QMTB		Silver Meadows	M Y	Single Family	
Southshore	S Y	Willowbend East		Willowbend West	Y

## 8) New Business

**a) other:** Gaylynn asked Robyn to get a bid for transferring the volunteer spruce that are at the Big Lake Park to the south shore berm and peninsula area.

Gaylynn asked that we add another item to the minutes Action Items. This will recap what we have committed to do before the next meeting.

## 9) Action Items:

Robyn – Weeds killed in Park Place drainage.

Robyn – Tree transfer bid

Robyn – Call Church about April date change and when it is available for little lake meeting.

Gaylynn- Dog Waste

Steve – Email list of South Shore Home Owners

Steve – Drive way update  
Gaylynn- Drain and meeting with lake front owners

9) Confirm Next Meeting: April 17, 2012

10) Adjourn: 7:45 p.m.

4/17/12

Date of Approval



Jeff Nielsen, Secretary/Treasurer

**Note: The following continued agenda items are held in an open status but not addressed due to inactivity or no progress to report:**

- Tennis Court Title
- Assessment Procedures Resolution



**Silver Springs Masters Homeowner's Association**  
**Board of Trustees Meeting**  
**Tuesday April 17, 2012**  
**Minutes**

**Closed executive meeting**

**1) Confirm Quorum:** Gaylynn Mooney (North Shore), Steve LoRe (Southshore), Tracey Douthett (SSSFHOA), Robyn Bailey (Willowbend West), Phil Tisovec (Silver Meadows), Les Carriel (Meadow Wild), Christian Gennerman (Quail Meadows),

**Proxy:** Whit Logan (Meadow Springs) – Phil Tisovec Jeff Nielsen (Park Place) – Gaylynn Mooney, **Not Present:** Tracy Phillips (Quail Meadows Town Homes), Isa Wright (Willowbend East), Bill Chamberland (Ptarmigan),

**2) Meeting to Order:** 7:00 p.m.

**3) Approve March Minutes:**

Meadow Springs	Y	Meadow Wild	Y	Northshore	Y
Park Place	Y	Ptarmigan		Quail Meadows	A
QMTH		Silver Meadows	M Y	Single Family	A
Southshore	S Y	Willowbend East		Willowbend West	Y

Phil motioned to approve March minutes. Steve seconded the motion Tracey and Christian abstained since they did not attend the March meeting. Motion approved.

**4) Open Member Comments to Board:** No comments were made

**5) Standing Reports**

**a) Treasurer:** Robyn reported that she has sent out a reminder that the 2012 assessment is due by May 15 and that all appeals are due in writing prior to the May 15 due date. Many of the HOA's have already paid the assessment we reviewed the accounts receivable list so everyone present knows who still owes. Robyn will get with her quick book adviser to make sure the accounts receivable report is accurate.

**b) Manager:** The garbage container at the tennis park is broken. Gaylynn suggested that we look into getting a recycle bin too, at least call and see how much more it would cost to have both trash and recycle can at both parks. Steve wondered if it would really be used properly. Robyn will get a bid to replace the enclosure and call the waste company for a recycle price.

**6) Committee Reports**

**a) Lakes:** Arlen needs two good warm days to fix the leak. He is planning on fixing them on the inside. The plan is to drain the little lake down 4 to 6 feet to fix the leak. There is a meeting for the people surrounding the lake Thursday April 19, 2012 at

St. Lukes to discuss finishing the little lake project. The woman that needs her driveway replaced has suggested that we put the price of the driveway and two trees in an escrow account. Gaylynn thought the amount would be about \$8,500.00. Gaylynn will continue working with her. Christian asked if we could vote right now for the driveway to be replaced for \$8,500.00 and below. Les motioned that we give Gaylynn permission to offer \$8,500.00 or below to be held in an escrow account per the owners request. Tracey seconded the motion.

Meadow Springs	Y	Meadow Wild	M Y	Northshore	Y
Park Place	Y	Ptarmigan		Quail Meadows	Y
QMTB		Silver Meadows	Y	Single Family	S Y
Southshore	Y	Willowbend East		Willowbend West	Y

We need to decide between sod vs seed for dam top restoration. With sod, once it is laid it is done. Seed may not take and we might have to reseed areas. Steve was concerned about the sprinkler systems. Gaylynn reminded us that we ripped up everyone's sprinkler when we repaired the dam profile last fall. She has a bid for \$4,500.00 to repair the damaged systems. Gaylynn said that she has thought about this and that she thinks that the homeowners should pay for the parts so each owner would pay \$250.00 and we pay for the labor \$200.00 each. Steve asked what the time line was. Gaylynn said that the grass would be done after the leak and leveling of the drain is fixed. We want this done in May. Bill Noland had two points. 1. We need to have the sprinkler system their responsibility and we need this in writing. 2. They need to know they are paying for the water and that they need approval of any material that is added to the dam before they do any work. Steve said we need to remind them that this is a maintenance access strip. Gaylyn reported that we lost 110 fish this winter. There are a few reasons why, low snow year, Canyons filled up their snow making pond three times so there was not much normal run off in the stream. Gaylynn has joined Park City nursery, and Mike Lures to help study and improve with this water issue. She also said that another aerator by Jeff Nielsen's house would help. We would need fencing around it.

**b) Other Properties (Park Place drainage update):** Everything is draining great, however this is a low year, so the contractor is keeping a close watch. Bill said he is close to being finished with the project.

## 7) Unfinished Business

**a) Tree transfer:** Robyn reported that they have moved four trees from the big park to the berm. She said they put them where other spruces have died so the trees were

set up with drip. Gaylynn was disappointed, she thought we could extend the drip and put the trees where it doesn't have trees. Robyn will look into this option.

**c) email address for little lake:** owners adjacent to the little lake were notified by both flier and email for the meeting tomorrow concerning the drain being fixed. The meeting will be held at St. Lukes for little lake front owners.

**d) dog waste update:** They have been ordered. North shore added one to the order.

## 8) New Business

**a) other:** Christian asked about the culvert being covered. The county is only responsible for the drainage under their roads. He also asked about the gate to the tennis court, because it needs a new spring. The old spring is on the pavilion wall. We will get a bid on this to be fixed.

**9) Confirm Next Meeting:** May 8, 2012 Gaylynn asked that we put on the agenda to restructure the Masters HOA

**10) Adjourn:** 7:25p.m.

## On Line votes:

Gaylynn asked us all to vote by email on sod vs seed for the cap on the little lake dam. 7 voted for sod. The project will continue with sod.

Meadow Springs	Y	Meadow Wild		Northshore	Y
Park Place	Y	Ptarmigan		Quail Meadows	
QMTTH	Y	Silver Meadows	Y	Single Family	Y
Southshore		Willowbend East		Willowbend West	Y

Gaylynn called for a vote by email asking if sprinklers will be allowed to cross onto Master's property? Can we put a sprinkler line on the back side of the dam. The vote passed to allow sprinkler line on Masters Property.

Meadow Springs	Y	Meadow Wild		Northshore	Y
Park Place	Y	Ptarmigan		Quail Meadows	
QMTTH	Y	Silver Meadows	Y	Single Family	Y
Southshore		Willowbend East		Willowbend West	Y

Gaylynn requested that we vote on line to settle the escrow account for \$9735.00 to replace the driveway and repair the landscape. The vote passed.

Meadow Springs	Y	Meadow Wild		Northshore	Y
Park Place	Y	Ptarmigan		Quail Meadows	
QMTH	Y	Silver Meadows	Y	Single Family	Y
Southshore		Willowbend East		Willowbend West	Y

**Action Items:** Clean up aging summery-Robyn  
 Bid on trash enclosures – Robyn  
 Tennis gate bid- Robyn

5/8/12

Date of Approval



Jeff Nielsen, Secretary/Treasurer

**Note:** The following continued agenda items are held in an open status but not addressed due to inactivity or no progress to report:

- Tennis Court Title
- Assessment Procedures Resolution
- Insurance

**Silver Springs Masters Homeowner's Association  
Board of Trustees Meeting  
Tuesday May 8, 2012  
Minutes**

**Closed executive meeting**

1) **Confirm Quorum:** Gaylynn Mooney (North Shore), Steve LoRe (Southshore), Ed Cody (SSSFHOA), Robyn Bailey (Willowbend West), Les Carriel (Meadow Wild), Christian Gennerman (Quail Meadows), Whit Logan (Meadow Springs) **Proxy:** Phil Tisovec (Silver Meadows)- Whit Logan, Jeff Nielsen (Park Place) – Gaylynn Mooney, Isa Wright (Willowbend East)- Gaylynn Mooney **Not Present:** Tracy Phillips (Quail Meadows Town Homes), Bill Chambers (Ptarmigan)

2) **Meeting to Order:** 6:40 p.m.

3) **Approve April Minutes:** Gaylynn and Robyn need to get together and add the online voting that was done in the April minutes. Les asked to change 7c to say owners adjacent to the little lake. Christian motioned to accept the April minutes with the above changes and Steve seconded the motion. Motion approved.

Meadow Springs	Y	Meadow Wild	Y	Northshore	Y
Park Place	Y	Ptarmigan		Quail Meadows	M Y
QMTTH		Silver Meadows	Y	Single Family	Y
Southshore	S Y	Willowbend East	Y	Willowbend West	Y

4) **Open Member Comments to Board:** Bill Noland asked about the SSMHOA web site. He gave Gaylynn a list of updates that need to be done to keep the site relevant.

**5) Standing Reports**

**a) Treasurer**

**1) Clean up aging summary:** Robyn reported that most HOA's have paid the 2012 assessment and that if they haven't they need to have it in writing for an extension. She has cleaned up the aging summary to reflect what is really aging.

**b) Manager:** these are addressed in unfinished business like the dog waste stations, tennis gate, and trash enclosures.

**6) Committee Reports**

**a) Lakes:** Gaylynn brought a contract for Skye Mooney to clean out the drains at both lakes drains this year. Steve reported that Bryant has another job so he will not be available to clean the drains. Skye Mooney will clean our drains this year. Gaylynn

brought a bid for \$365.00 for a picnic table and two Adirondack Chairs to be built and stained for the new peninsula dock area. Les motioned to approve the bid. Ed Cody seconded the motion. All were in favor motion passed.

Meadow Springs	Y	Meadow Wild	M Y	Northshore	Y
Park Place	Y	Ptarmigan		Quail Meadows	Y
QMTB		Silver Meadows	Y	Single Family	S Y
Southshore	Y	Willowbend East	Y	Willowbend West	Y

#### **b) Other Properties (Park Place drainage update)**

#### **7) Unfinished Business**

**a) Little Lake Dam Project:** We once again discussed the maintenance strip area. We have limited access and we may not be allowed to use the driveway. Steve stated that he voted for gravel not grass on this strip. Bill asked if we should ask to see if we can have legal force to gain access to the strip. At this time we have already voted on sod instead of gravel. If someone wants to make a motion for a rescission on the sod and motion for gravel they should so move. Steve said that the only way is to ask a property owner to have access. There is no access on the large lake either. No motion was made so we will continue with the sod.

**1) Irrigation/Sod:** The systems are being installed. One homeowner alerted dam safety that a trench was being dug on the dam. Everett (Utah Dam Safety) talked to Gaylynn and said that the trench line was OK. It is going really slow. Steve asked how many homeowners have paid there share of the irrigation cost. Gaylynn said that six out of ten have paid. We need four more.

**2) Drive-way/ contract:** Gaylynn thought this issue was settled however the driveway owner believes that our bid of \$9,700.00 may be about \$300-\$400 short. Gaylynn will get with the contractor to convert square feet into yards so everyone is on the same page. Before we put the money in escrow we need a written release from all repairs to the date. The drive way owner may not let us use her drive to finish this project. We may have to use the Ross Lloyd Park access; this may cost us more than \$300-\$400. To use the park access two pieces of fence would have to be removed. Gaylynn said we will all see the final draft before the agreement is signed. We will also have our legal people look at it.

**3) Drain repair:** This will be done when the spring run off is over. Arlen is on hold for now. Christian asked if the drain by QM was open. Les said yes it is letting water flow into the holding pond behind Whit's.

**c) email address for little lake:** Gaylynn has the list and is using it regularly.

**d) dog waste update:** Robyn has had them installed at the four locations.

**e) Bid on trash enclosures:** Robyn called Allied our trash collector and asked about recycling bids for both parks. It would be \$40.00 per park for weekly service, \$25.00 for every other week and \$16.00 for once a month. The county has just renewed trash service with Allied and they are having new programs with our personal service. At this time the group decided to put recycle on the inactive or no progress report. They decided to look at the big park later on. Robyn has a bid for \$400.00 to repair the tennis park enclosure. Les Motioned to have the tennis park enclosure rebuilt. Steve seconded the motion. All present were in favor, motion passed.

Meadow Springs	Y	Meadow Wild	M Y	Northshore	Y
Park Place	Y	Ptarmigan		Quail Meadows	Y
QMTN		Silver Meadows	Y	Single Family	Y
Southshore	S Y	Willowbend East	Y	Willowbend West	Y

**f) Bid on tennis gate:** Robyn has called the welder and he will bring his portable welder to weld the spring to the gate.

#### 8) New Business

**a) Restructuring the Master HOA:** Les said that we have talked about this and he thought we decided to have our documents reflect how we do business today. Bill Noland stated that Les was correct. We did decide to amend our documents to how we do business now. We will know more in July and we will bring it up then.

**b) Other:** Bill asked that we call the insurance people again he feels very exposed with the new weir. Robyn will call again.

**9) Confirm Next Meeting:** June 12, 6:30 p.m.

**10) Adjourn:** Christian motion to adjourn, Les seconded the motion all were in favor 8:30p.m.

6/12/12  
Date of Approval

  
Jeff Nielsen, Secretary/Treasurer

**Note: The following continued agenda items are held in an open status but not addressed due to inactivity or no progress to report:**

- Tennis Court Title**
- Assessment Procedures Resolution**
- Insurance**



**Silver Springs Masters Homeowner's Association**  
**Board of Trustees Meeting**  
**Tuesday June12, 2012**  
**Agenda**

**Closed executive meeting**

**1) Confirm Quorum :** Gaylynn Mooney (North Shore), Steve LoRe (Southshore), Tracey Douthett (SSSFHOA), Robyn Bailey (Willowbend West), Les Carriel (Meadow Wild), Christian Gennerman (Quail Meadows), Phil Tisovec (Silver Meadow), Jeff Nielsen (Park Place), Bill Noland **Proxy** Whit Logan (Meadow Springs) - Phil Tisovec  
**Not Present:** Tracy Phillips (Quail Meadows Town Homes), Bill Chambers (Ptarmigan), Isa Wright (Willowbend East)

**2) Meeting to Order: 6:40p.m.**

**3) Approve May Minutes:** Phil asked to remove his name in the quorum since he gave his proxy to Whit. Steve asked to reword the Bryant and Skye drain maintenance so it didn't read that Bryant was supporting Skye. Christian motioned to accept the May minutes with the above changes and Steve seconded the motion. Jeff and Tracey abstained since they were not at April's meeting. Motion approved

Meadow Springs	Y	Meadow Wild	Y	Northshore	Y
Park Place	A	Ptarmigan		Quail Meadows	M Y
QMTTH		Silver Meadows	Y	Single Family	A
Southshore	S Y	Willowbend East		Willowbend West	Y

**4) Open Member Comments to Board:** No comments were made.

**5) Standing Reports**

**a) Treasurer:** Robyn reported that all but two HOA's have paid the 2012 assessment. One HOA requested an extension in writing. It was not clear on the exact date extensions were due. Jeff said he would look into it.

**b) Manager:** Robyn has had the tennis gate fixed. She will get a new strap for the nets and the trash container will be rebuilt in the next few weeks. The South Shore berm has been sprayed for noxious weeds. The Masters HOA has four water valves that Mt. Regional sent a letter that we need to have a back flow device installed on each valve and the valves will need an annual inspection. Les clarified the situation; Mt. Regional needs to know by July 1 what size valve we have and if it has a back flow preventer.

**6) Committee Reports**

**a) Lakes:** Gaylynn reported that this is a dry year with low run off and no rain. Water is being diverted to the Canyons resort. She said it could be a weedy year. The Masters will add another aerator south of the peninsula. Christian asked if it is safe to swim in the lakes, since it is died blue. He asked about the water quality. Les said that swimming is not recommended. Gaylynn told Christian that it is very expensive to have the water tested, however we do know that it is high in phosphorus, the bluing is not dangerous.

**b) Other Properties:** Les asked if there was still graffiti at the park. Robyn reported that we had that removed last summer and she is not aware of any new damage. Bill Noland reminded the board that when he repaired the North East corner of the large lake the property access we used to get materials in we left to see if it might need repair this spring. He has looked at it and he thinks we should have High Mt. repair any damage.

## **7) Unfinished Business**

### **a) Little Lake Dam Project**

**1) Irrigation/Sod:** The sod is down; we have not paid him yet. Steve asked who has paid. Gaylynn reported that we haven't seen any money from the homeowners yet. Gaylynn has sent each owner several emails. Steve asked how the owners that live out of town know that their sprinkler system works or is not working. Gaylynn has met with each resident. Jeff said that we have done all that we can do, it is up to the homeowner at this point. Everyone thanked Gaylynn and Les for a job well done.

**2) Drive-way/ contract:** The check has been made. Gaylynn will have the contract notarized by both parties. We are leaving her yard level and it looks good.

**3) Drain repair:** When Arlyn took apart the drain there was several fractures in the concrete. Les and Christian Mulholland had an expert show them how to repair the concrete. Les went the extra mile and got the material in Salt Lake he triple sealed the concrete box. Les reported that there is a seal that they put on the outside of both the upper and lower seams. It cost about \$400.00 more to do the extra sealing. Gaylynn said that when you are in the middle of a project it is hard to get approval and sometime cost run over. Even some of Bill Noland's projects have gone over budget. Steve said that this is another reason why we should always have a contract. Gaylynn said that she has thought about this a lot and she believes that everything would probably come out the same. Arlyn has so far guaranteed his work. As a standard we should decide on an amount and if there are ramifications involved to warrant a contract.

**b) Insurance:** Robyn met with our insurance agent. He took several pictures of our new drain and weir. He didn't see any problem with the changes we made to our policy. Steve asked if he was shown the culvert that doesn't have a grate by W. Silver Springs Rd. Robyn said he was not since that is a county road. Robyn will call the county to see what should be done.

## **8) New Business**

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- a) **other:** Gaylynn said that she has been asked what the board thinks about having a tuff shed of some sort to store paddle boards in. This brought up several questions like how they would be secured, who would be responsible if the board was lost or stolen or even damaged. For now at this point the board doesn't think it is necessary.
- b) Gaylynn asked about attending a water quality seminar in Salt Lake July 24-27. The cost is around \$275.00. There is a \$75.00 membership fee. Jeff motioned to send Gaylynn to the conference. Christian seconded the motion Phil asked that we get a brief report. All were in favor motion passed.

Meadow Springs	Y	Meadow Wild	Y	Northshore	Y
Park Place	M Y	Ptarmigan		Quail Meadows	S Y
QMTB		Silver Meadows	Y	Single Family	Y
Southshore	Y	Willowbend East		Willowbend West	Y

- 9) **Confirm Next Meeting:** Jeff will be in charge. Gaylynn will be out of town. July 17
- 10) **Adjourn:** 7:50p.m.

7/17/12

Date of Approval



Jeff Nielsen, Secretary/Treasurer

**Note:** The following continued agenda items are held in an open status but not addressed due to inactivity or no progress to report:

- Tennis Court Title
- Assessment Procedures Resolution

**Silver Springs Masters Homeowner's Association**  
**Board of Trustees Meeting**  
**Tuesday July 17, 2012**  
**Minutes**

**Closed executive meeting**

**1) Confirm Quorum:** Steve LoRe (Southshore), Tracey Douthett (SSSFHOA), Robyn Bailey (Willowbend West), Christian Gennerman (Quail Meadows), Phil Tisovec (Silver Meadow), Jeff Nielsen (Park Place), Bill Chambers (Ptarmigan), Bill Noland **Proxy** Whit Logan (Meadow Springs) - Phil Tisovec, Gaylynn Mooney (North Shore) – Christian Gennerman, Les Carriel (Meadow Wild) – Christian Gennerman **Not Present:** Tracy Phillips (Quail Meadows Town Homes), Isa Wright (Willowbend East)

**2) Meeting to Order:** 7:05 p.m.

**3) Approve June Minutes:** Bill Chambers motioned to accept the June minutes and Tracey Douthett seconded the motion. All present voted in favor. Motion approved

Meadow Springs	Y	Meadow Wild	Y	Northshore	Y
Park Place	Y	Ptarmigan	M Y	Quail Meadows	Y
QMTTH		Silver Meadows	Y	Single Family	S Y
Southshore	Y	Willowbend East		Willowbend West	Y

**4) Standing Reports**

**a) Treasurer:** 3 of the 10 Little Lake homes have paid for dam work. Yearly assessment: Meadow Springs ½ paid. 1 home owner in Park Place still owes and Quail Meadows Town Homes. Jeff stated that the home in Park Place was under closing; Robyn will send Jeff a lien form.

**b) Manager:** Willow limb cut down at the big park. The weeds were cut down along South Shore berm for a fire break. Steve asked that the berm weeds be cut down earlier next year.

**5) Committee Reports**

**a) Lakes: no report**

**6) Unfinished Business: none**

**7) New Business:** Jeff asked that the pipe left over from the large lake be removed. He can see it from his back yard and since the little lake project didn't need it he would like it stored in a better place. Tracey said she is going to a meeting with Mt. Regional and she will ask them if they have a need for it and we can potentially sell it to them if the Masters does not need it.

8) Confirm Next Meeting: August 14, 2012 6:30p.m.

9) Adjourn: 7:15 p.m.

8/14/12

Date of Approval

  
Jeff Nielsen, Secretary/Treasurer

**Note: The following continued agenda items are held in an open status but not addressed due to inactivity or no progress to report:**

- Tennis Court Title
- Assessment Procedures Resolution

**Silver Springs Masters Homeowner's Association**  
**Board of Trustees Meeting**  
**Tuesday August 14, 2012**  
**Minutes**

**Closed executive meeting:**

**1) Confirm Quorum:**

Gaylynn Mooney (Northshore), Whit Logan (Meadow Springs), Michael West (Southshore), Robyn Bailey (Willowbend West), Les Carriel (Meadow Wild), Bill Noland **Proxy:** Phil Tisovec (Silver Meadows) – Whit Logan, Christian Gennerman (Quail Meadows) – Les Carriel, Jeff Nielsen (Park Place) – Gaylynn Mooney **Not Present:** Tracy Phillips (Quail Meadow Town Homes), Isa Wright (Willowbend East), Tracey Douthett (SSSFHOA), Bill Chambers (Ptarmigan),

**2) Meeting to Order: 7:20 p.m.**

**3) Approve July Minutes:** Les Carriel motioned to accept the July minutes and Whit Logan seconded the motion. All present voted in favor. Motion approved

Meadow Springs	S Y	Meadow Wild	M Y	Northshore	Y
Park Place	Y	Ptarmigan		Quail Meadows	Y
QMTTH		Silver Meadows	Y	Single Family	
Southshore	Y	Willowbend East		Willowbend West	Y

**4) Standing Reports**

**a) Treasurer:** Robyn reported that half of the little lake owners have paid for their sprinklers. She will get with Gaylynn to collect the rest. There was an address mix up on the bill so hopefully we will get all payments.

**b) Manager:** Gaylynn asked if we could get the dam sprayed once a month to prevent weeds. She also asked about a spreader for the lake. The pellets are large and they are getting covered in dust. Robyn will look into possible spreaders that could work.

**5) Committee Reports**

**a) Lakes:** The lakes are warmer than ever. It really scares Gaylynn because we have new fish and it is hard to put new products into the lake with the high temperature and new fish. The aerators are running weekly. The carp are coming in September. The carp can adjust they will be put in the little lake. The gate still needs a little adjusting, it is not perfect. Les is working with Arlen on this and it should be fine. Les talked about the Lake Agreement which states that the lakes are to receive 6 acre feet of water during the summer months. He has drafted a letter to Mt. Regional



that reminds them of this agreement and he asked them to enforce our water right. Michael West volunteered to take pictures of the in flow and Gaylynn will take pictures of the water above the nursery. Michael asked that Les change the phrase losing ground to losing water instead. Les agreed to the change Robyn will have the letter signed and will send it to Mt. Regional.

**6) Unfinished Business:** Last month we talked about the extra pipe that is out on the peninsula behind Jeff Nielsen's home, we will look into having it moved by the pump house.

**7) New Business:** There is graffiti on the pillar at the big lake park Robyn will call to have it removed. The gate at the tennis park needs to be looked at too. Robyn will look at the gate.

We need an interim Vice President since Steve LoRe has left our board. This will be a temporary position until January. Michael nominated Whit, Whit said that he would be out of town but was willing to help. Les volunteered to be added on the checking account too since Whit might not be available. Les stated that we should look at our charter to make sure we are following proper procedure. Gaylynn then nominated Les as Vice President. All present were in favor of Les being VP until January.

Meadow Springs	Y	Meadow Wild	Y	Northshore	M Y
Park Place	Y	Ptarmigan		Quail Meadows	Y
QMTN		Silver Meadows	Y	Single Family	
Southshore	Y	Willowbend East		Willowbend West	Y

**8) Confirm Next Meeting: September 11, 2012**

**9) Adjourn: 8:00p.m.**

**Note: The following continued agenda items are held in an open status but not addressed due to inactivity or no progress to report:**

- Tennis Court Title
- Assessment Procedures Resolution

9/12/12

Date of Approval



Jeff Nielsen, Secretary/Treasurer

**Silver Springs Masters Homeowner's Association**  
**Board of Trustees Meeting**  
**Wednesday September 12, 2012**  
**Minutes**

**Closed executive meeting if needed:**

**1) Confirm Quorum:** Gaylynn Mooney (Northshore), Jeff Nielsen (Park Place), Michael West (Southshore), Robyn Bailey (Willowbend West), Phil Tisovec (Silver Meadows), Christian Gennerman (Quail Meadows) Bill Noland **Proxy:** Whit Logan (Meadow Springs) – Phil Tisovec, Les Carriel (Meadow Wild) – Gaylynn Mooney, Tracey Douthett (SSSFHOA)- Jeff Nielsen **Not Present:** Tracy Phillips (Quail Meadow Town Homes), Isa Wright (Willowbend East), Bill Chambers (Ptarmigan),

**2) Meeting to Order:** 6:45 p.m.

**3) Approve August Minutes:** Christian Gennerman motioned to approve the August minutes and Phil Tisovec seconded the motion. All present voted in favor. Motion approved

Meadow Springs	Y	Meadow Wild	Y	Northshore	Y
Park Place	Y	Ptarmigan		Quail Meadows	M Y
QMTH		Silver Meadows	S Y	Single Family	Y
Southshore	Y	Willowbend East		Willowbend West	Y

**4) Standing Reports**

**a) Treasurer:** Robyn reported that all assessments have been collected except QMTH. She also told the group that 6 of the 10 homes on the south shore dam have paid for their sprinklers. She mailed out new bills to the four who still owe and will give the four ten days then she will go to each home.

**b) Manager:** Greenleaf has cut down the grasses coming up in the stream bed between lakes. They have cut down weeds on the south shore dam. Greenleaf does their weekly mowing on Thursday morning for the big lake park. A South Shore member was unhappy that Greenleaf sprays weeds. She was emailed that if she wants to organize hand weeding it would be fine with Greenleaf it just needs to be coordinated with Robyn. Gaylynn said that when Greenleaf sprays it should be marked with a flag.

**5) Committee Reports**

**a) Lakes:** Gaylynn reported that the grass carp have been ordered. They will call her when they have booked a flight for them to come. They will put 12 in the little lake and 13 in the big lake. Phil asked if there could be a couple in the little pond



between him and Whit. They might put two there. Jim Harsh has transferred all the little lake supplies to Michael West. Michael stated that friends of fish were willing to purchase more of the sludge chemical. Gaylynn was hesitant to use more this year do to the low water year and the extra high temperatures, plus the new fragile trout it could have harmed. This year was really difficult to figure out because of the record high temperatures and the lack of rain.

We sent a letter to Mt. Regional last month reminding them of the lake agreement that states that they will give us evaporation water during the summer. We have not had a response from them yet. We will have Les follow up with this.

The new drain gates leak has gone down it is now just trickling. Gaylynn and Les have decided to call in a professional.

**6) Unfinished Business:** Gaylynn asked that we get new tennis court nets next year.

**7) New Business:**

**a) 2013 Budget:** Robyn passed out our profit and loss comparison budget for everyone to look at and to study so next meeting we can go through it. This is also the time to think about new projects and ideas. Please take this back to your own boards to discuss what might be needed.

**b) Schedule Annual Meeting:** The first week in Dec. seems to be best.

**c) New Officers Jan. 2013:** We are looking for new officers elections with be in Jan. 2013 meeting.


**d) Community Garden:** St. Lukes is interested in meeting with our group to discuss putting in a community garden in their empty field. They want to speak at our next meeting in Nov. Robyn will put it on the web site.

**8) Confirm Next Meeting: Oct. 9, 2012**

**9) Adjourn: 7:44 p.m.**

11/13/12

Date of Approval



Jeff Nielsen, Secretary/Treasurer

**Note: The following continued agenda items are held in an open status but not addressed due to inactivity or no progress to report:**

- Tennis Court Title
- Assessment Procedures Resolution

**Silver Springs Masters Homeowner's Association**  
**Board of Trustees Meeting**  
**Tuesday October 9, 2012**  
**Minutes**

**St. Lukes Community Garden:** Sandra Jones came from St. Luke's to show and tell us about the community garden that will be starting up in the empty area between the Church's parking lot and the corner of W. Silver Springs Rd and Silver Springs Dr. The plots will be 4 x 5 they will open them up to the public. They asked to have us pass out flyers to the community; we will include this in our annual meeting.

**Closed executive meeting if needed:**

**1) Confirm Quorum:** Gaylynn Mooney (Northshore), Jeff Nielsen (Park Place), Les Carriel (Meadow Wild), Ed Cody (SSSFHOA), Robyn Bailey (Willowbend West), Whit Logan (Meadow Springs), Christian Gennerman (Quail Meadows) **Proxy:** Phil Tisovec (Silver Meadows) – Whit Logan **Not Present:** Tracy Phillips (Quail Meadow Town Homes), Isa Wright (Willowbend East), Bill Chambers (Ptarmigan), Michael West (Southshore)

2) Meeting to Order:

**3) Approve Sept. Minutes:** The minutes will be approved at the next meeting.

**4) Standing Reports**

**a) Treasurer:** We have three home owners that have not paid for the sprinklers on the little lake dam. Robyn will get with Mary Porter to get the check for Park Place.

**b) Manager:** Robyn replaced a street sign and is getting two lights worked on.

**5) Committee Reports**

**a) Lakes:** Gaylynn is working with Keaton for a new aerator this winter in the south west corner of the lake. Les reported on the letter he wrote to Mt Regional asking them to enforce our water agreement to have 6 acre feet pass through each summer month. Mt Regional responded with a letter written by Andy Armstrong that stated they have sent water down stream all summer. We think that next year we will need the state engineer to look into this. Our intention was to notify Mt. Regional and that it is there job to make sure Summit Water also releases water.

**7) New Business:**

**a) 2013 Budget:** We went through the budget line by line and discussed each item and made suggestions for 2013 look at the proposed budget for details.

**b) Schedule Annual Meeting: Dec. 4 or Dec. 7,** Everyone present agreed that Tuesday Dec.4 would be the best time to hold the annual meeting. Robyn will send out an agenda that we will vote on then have them printed out on a post card.

**c) New Officers Jan. 2013**

**8) Confirm Next Meeting: Nov.13, 2012**

**9) Adjourn: 8:15 p.m.**

11/13/12

Date of Approval



Jeff Nielsen, Secretary/Treasurer

**Note: The following continued agenda items are held in an open status but not addressed due to inactivity or no progress to report:**

- Tennis Court Title
- Assessment Procedures Resolution

**Silver Springs Masters Homeowner's Association  
Board of Trustees Meeting  
Tuesday November 13, 2012  
Minutes**

**Closed executive meeting if needed:**

**1) Confirm Quorum:** Gaylynn Mooney (Northshore), Jeff Nielsen (Park Place), Les Carriel (Meadow Wild), Tracey Douthett (SSSFHOA), Robyn Bailey (Willowbend West), Phil Tisovec (Silver Meadows) **Proxy:** Christian Gennerman (Quail Meadows) – Les Carriel Whit Logan (Meadow Springs) - Phil Tisovec **Not Present:** Tracy Phillips (Quail Meadow Town Homes), Isa Wright (Willowbend East), Bill Chambers (Ptarmigan), Michael West (Southshore)

**2) Meeting to Order: 7:05 p.m.**

**3) Approve Sept. & Oct. Minutes:** Jeff Nielsen motioned to approve the October minutes and Les Carriel seconded the motion. Tracey abstained. All others approved so the motion passed.

Meadow Springs	Y	Meadow Wild	SY	Northshore	Y
Park Place	M Y	Ptarmigan		Quail Meadows	Y
QMTTH		Silver Meadows	Y	Single Family	A
Southshore		Willowbend East		Willowbend West	Y

Phil Tisovec motioned to approve the September minutes and Les Carriel seconded the motion. Tracey abstained. All others approved so the motion passed.

Meadow Springs	Y	Meadow Wild	S Y	Northshore	Y
Park Place	Y	Ptarmigan		Quail Meadows	Y
QMTTH		Silver Meadows	M Y	Single Family	A
Southshore		Willowbend East		Willowbend West	Y

**4) Annual Meeting Dec.4, Agenda**

**a) Past and Current Activities/Projects:** Gaylynn made a list of projects we have completed so we can tell the group what the Masters has done this past year. Some of the projects we have completed are the Little Lake dam/gate, fish in the lakes carp and trout, chairs at the peninsula with a boat ramp and post to secure your canoe, finished the drainage retention pond area behind Park Place, we have installed doggie waste stations

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at the Tennis Park, Big Lake Park, Ross Lloyd Park and the Peninsula. In 2013 we plan on replacing the tennis nets, staining the pavilions at both the Tennis Park and Big Lake Park, and replacing the garbage container areas at both parks. We plan on looking into the drainages better and to encourage tree removals and vegetation removal from the Large Lake dam in 2013.

**b) 2013 Budget:** Jeff brought an example of the 2013 budget and the balance sheet that he will hand out at our annual meeting. We all looked through the proposed budget again and agreed at Jeff's format for the meeting. The group reviewed the reserve study and found it to be satisfied with our 2013 budget.

## **5) Standing Reports**

**a) Treasurer:** There are two Little Lake dam front owners that have still not paid their portion of the sprinkler redo. Gaylynn knows one owner and Robyn will get with the other to see if this can be paid in full by the end of the year.

**b) Manager:** Robyn prepared the Annual Post Cards and has either emailed them or had them made to mail out to the members that wanted them US Post.

## **6) Committee Reports**

**a) Lakes:** Les and Gaylynn met with Andy Armstrong with Mt. Regional Water and he admitted that they have not done a good job enforcing Summit Water July, Aug, and Sept, portion of water. Mt. Regional requirement can match Summits any time of the year. Andy suggested that we get a meter at the Blue Roof, this is expensive. Gaylynn thought we may be able to get a grant with Swaner and East Canyon Creek to help with the meter cost. Mr. Armstrong also suggested that we research the Nursery's water rights with the State engineer.

The new owner of Jim Harsch's home needs to be educated that the sprinkler box will need to be moved. The Masters will need to talk with the new owners.

Robyn will contact our insurance carrier and ask that they put something in writing about the weir change.

Les explained to the group that the Little Lake weir that is usually a stream that flows to the Big Lake is not running. It goes about  $\frac{1}{4}$  of the way and disappears. We may need to put some bentonite to line the stream. There is a company in Heber that sells this and he will look into it.

**7) Unfinished Business:** We need to clarify our proxies in article 5 section 3 it states that in the advent a board member can not meet at a meeting they can give their proxy to another board member which needs to be in writing. What we need to do is update this to include emailing our proxy too. When we approve the minutes of each month this verifies the proxies.

We need to follow up on a few items like the titles to the Ross Lloyd Park and the Tennis Court. The Masters has been very busy with finishing the Little Lake project and now that it is finished we can start to address the inactive agenda items again.

**8) New Business:**

**a) New Officers Jan. 8, 2013**

**9) Confirm Next Meeting: Annual Meeting Dec.4 Next Board of Trustee Meeting Jan. 8, 2013**

**10) Adjourn: 8:40p.m.**

<u>12/4/12</u> Date of Approval	 Jeff Nielsen, Secretary/Treasurer
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**Note: The following continued agenda items are held in an open status but not addressed due to inactivity or no progress to report:**

- Tennis Court Title**
- Assessment Procedures Resolution**