

Knolls Estates Monthly Board Meeting
February 17, 2021
Approved Minutes of Meeting

The meeting was called to order by Greg Gardner @ 6:03pm.

1.) **Roll Call**

In attendance: Greg Gardner, Tom Schaub, Mary Nordeen, Michael George, and Kathy Larecy from Centerpointe Property Management.

Due to ongoing COVID restrictions, the meeting was held for Board members only. The meeting was held at the home of Tom & Peggy Schaub.

2.) **Rules of Order**

Greg Gardner did not read the Rules of Order.

3.) **Approval of Minutes**

A motion was made by Michael George to approve the January Board minutes as presented. Tom Schaub seconded the motion. A vote was taken and the January 20, 2021 minutes were approved.

4.) **Reports from Officers and Committee Chairs:**

A.) President – Greg Gardner

- I.) The Association moved 2 trees at the request of Douglas County Power, which were under the right of way and were located at the end of Culver Lp. They were relocated to the gazebo/community park area, back right hand side next to the golf course for better water drainage. There will be no need to water the trees as it will get watered by the sprinklers for the park grass. Thank you to Chuck and his crew for relocating the trees.
- II.) 50' of French drain has been installed in the park area and another 50' may be necessary in the future.
- III.) The concrete pad for the storage building in common area #10 has been completed. The shed will be relocated to this location in the coming weeks. Shelving and locks for security will be purchased soon. Greg pointed out there is a lot of storage items in homeowner's garages that need to put in the shed. Money has been budgeted for some equipment for the coming year to maintain common areas. This will end up saving the association a lot of money in labor, paying the landscapers.

B.) Treasurer's Report – Tom Schaub

- I.) Peggy continues to work on disaster preparedness. They have grid and block captains that communicate weekly. Tom & Peggy participated in an earthquake simulation where they went through a number of to-do items should such a situation occur. Finding and shutting off utilities were one of those things on the list. They have about 12-15 houses in Knolls that they work with and they are always looking for more owners to get involved.
- II.) Total Operating Expense YTD \$ 4,512.19

Total Reserve Expenses YTD	\$ 0.00
Total Expenses YTD	\$ 4,512.19
Total Operation Income TYD	\$ 8,587.64
Total Net Income	\$ 4,075.45
Total Assets as of YTD	\$393,755.38

- III.) The 2021 proposed budget was discussed. Greg states there are actually 3 backflow devices that need to be budgeted for instead of 2. Two line items were added to the budget for Common area #10 development (the concrete and shed, etc) and Capital Expense for the landscaping equipment. Michael George pointed out that there needs to be funds for patching the roads in some areas that need it. Michael will review where the crack sealing is needed and provide a quote for the Board and the budget. Also, it was discussed that more money is needed for the welcome committee. Tom Schaub made a motion to approve the budget as presented with the upcoming edits to the line items of the backflow, welcome committee and road repair expenses. Mary seconded and the motion passed.

C.) Board Members – Comments and Concerns

- I.) Tom Schaub asked about the street sweeping and if they were coming enough, especially in the fall. Greg said they come quarterly and it seems to be enough. They made an extra trip last year at no charge to the Association.
- II.) Greg Gardner said it was Popeyes that came last year to service the backflow devices. He reiterated that there will be no community-wide backflow testing.
- III.) Greg states that he received good feedback on the 15mph street painted signs. Michael George suggests an outline in yellow so they stand out.
- IV.) Greg states that the social committee is going well.
- V.) Mary states that the empty lots at the bottom of Dovetail Lane sold in 24hrs and for cheap. The grass behind lots along Eagle Lp will no longer be maintained. Greg said the Association will take care of that.
- VI.) Mary states that there are homeowners who leave their garbage cans out all the time. Greg will send out an email asking homeowner to put away their cans following garbage pick up.
- VII.) Mary states some mailboxes in phase 1 are leaning
- VIII.) Greg said he has been out walking and has asked 2 non-Knolls residents to pick up after their dog droppings.
- IX.) Tom asked about the water issue at 2293 Eagle Loop. Greg says that previous boards had discussed this and it is the responsibility of the contractor to address it.
- X.) Mary asked about replacing a fence in her front yard. She was asked to fill out a property modification form.

D.) Centerpointe Property Management – Kathy Larecy

- I.) Total A/R is \$11,392.36 as of 1/31. Most is from 1 builder
- II.) One homeowner has refused to pay anything but enough to keep her water continued. Kathy called Brandi at DC Law to confirm that the property lien that the Association filed against this property in 2018 is still active. Brandi confirmed there would have had to been a request by the Board or Centerpointe to have it dismissed and there would have been charges for their

time and to record the release of lien. The balance on the account as of 2/17 is \$818.21.

- III.) 2 water shut off notices were sent. Both contacted Kathy and said they would pay before the deadline.
- IV.) Kathy pointed out that the Association checking account balance was over \$44k and that it didn't make much sense to keep that much cash in the checking. Tom Schaub motioned that \$25,000 be moved from the checking account to the Association's money market account. Mary seconded and the motion passed.
- V.) Tom Schaub asked about the interest rates on the Association's CD and MMA. Kathy will send him the statements.

E.) Welcome Committee – Greg Gardner

- I.) Greg states that there is no one on this committee and no homeowners were given anything in 2020. He did however meet each one and welcome them personally into the community. We need volunteers to help with this committee in the upcoming year. Both Mary Nordeen and Tom Schaub volunteered to get some items together for new homeowners. Tom stated he could get gift cards to Crystal Meats. Greg said that the Visitor's Center has packets of information that can be helpful for new homeowners.
- II.) New homeowners in January
 - 1.) 2061 Sawgrass Ct. Sarah & Dave Jenkins
 - 2.) 1901 Innsbrook Ct. Gerald & Susanne Weston. Homeowners are upgrading their landscaping

F.) Design Committee – Greg Gardner

- I.) Projects submitted for approval: 1 new home, lot 176
- II.) Projects Approved: 1
- III.) Lot 130 Arnie Ct will be building the next year or so. Plans for the building were approved.

G.) Common Area's Committee – Greg Gardner

- I.) Continuing to address the common areas that could not be completed last year. Common area #9 behind homes on Divot will be addressed.
- II.) Common Area #10 finish the clean up and removal of the dead trees.

H.) Social Committee –Irene Bratton

No report

5.) Meeting was adjourned at 7:47pm