

## **BOARD OF DIRECTORS' REGULAR MEETING THE KNOLLS VILLAGE TOWNHOUSE ASSOCIATION**

The regular meeting of the Knolls Village Townhouse Association was held on Tuesday, January 4, 2022, at 6:30 p.m. in the clubhouse. Present were Board Members: David Kaiser, Cindy Kiel, Darcy Johnson, Kathleen Sutton and Wil McCammish. Joe Johnston attended the meeting via a teleconference call. Anne Krause and Marie Kilty were absent. Cindy Kiel recorded the proceedings.

**The December 2021 Minutes were reviewed and a motion to approve was made by Wil McCammish and seconded by Kathleen Sutton. The motion passed.**

**The November financial statements were reviewed and a motion to approve was made by Joe Johnston and seconded by Darcy Johnson. The motion passed.**

**Treasurer's Report** – Joe Johnston reported the Reserve Account and the Paint Reserve balances. The current CD matures in January and board discussed and agreed to temporarily keep the funds in cash and delay reinvesting until more direction is available concerning Federal interest rate increases.

### **COMMITTEES and VOLUNTEERISM**

Darcy Johnson discussed the committees and Chair or contacts individuals for each committee. She will continue to make contacts with committee members to finalize the list.

### **COMMITTEE REPORTS**

**Clubhouse** – Linda Ward reported six events in addition to the regular monthly board meeting were held in the clubhouse in December 2021.

**Swimming Pool** – The proposal submitted from Perfect Pools was reviewed and recommended changes were submitted by board members for revising the contract. Dave Kaiser will update the document and submit changes to Perfect Pools for submission of a revised proposal.

Requests For Proposals were prepared and submitted to six pool contractors to obtain bids for replacing and installing new pool mechanical equipment. Deadline for bids is 5 p.m., January 13, 2022.

**Tennis / Pickleball Courts** – Court surfaces conditions will be evaluated this winter for any spring crack repair.

**Architectural Control Committee** – Front door colors of units scheduled for painting in 2022 were reviewed and homeowners with non-standard or unrecorded door colors were contacted. Paint colors for the spring paint cycle will be updated on the website.

The following committees reported no updates: **Website, Special Events & Hospitality, Newsletter, Community Gardens.**

### **HOMEOWNERS QUARTERLY MEETING**

Residents Kerry Ficklin and Carol McKenry were in attendance.

### **MAINTENANCE REPORT**

**Grounds Maintenance** – The following maintenance work was completed in December: Lighting maintenance, installation of seven new handrails, snow removal, clean-up of lawn areas, cleaning of pool's pump room, fence post replacement on S. University Blvd. and backfilling of low areas in rock beds next to homes and along sidewalks.

The Association's fence along S. University Blvd. was repaired after a wind storm damaged fence sections in December: All fence posts were checked; nine fence posts were replaced and one loose post was stabilized. The work was completed by Quality Rock Design. Some horizontal framing still needs to be replaced by staff. Other fence areas with rot will require ongoing maintenance.

Additional handrail installation, backfilling of low garden areas, lighting maintenance, pruning, misc. landscape clean-up and snow removal is planned for January 2022.

An additional grounds maintenance employee joined the maintenance staff effective January 1.

**Grounds Maintenance Contracts** – The Association has signed a contract with Sanchez Maintenance, LLC for sidewalk snow removal since Blade Runners is getting out of that service. Jose Sanchez previously worked for Blade Runners and is very familiar with our complex.

Real Painting Co., Inc. will be asked to submit a bid for painting building in paint cycle 2. The bid will also include painting the wader pool this year.

The Board is evaluating a change order to extend the irrigation work performed by Cox Professional Landscape Services that will allow a time clock to be eliminated.

**OLD BUSINESS**

**Trash Collection** – Waste Management has delivered the 300+ trash and recycling bins ordered by homeowners. There were 6 or 7 homeowners that did not receive bin delivery and Waste Management has been notified to delivered bins to those homeowners.

**NEW BUSINESS**

There being no new business the meeting was adjourned at 7:30 pm.

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