

## Knollwood HOA Board Meeting Minutes April 16, 2025

The meeting was called to order at 6:34 PM

Attendance: Mike Drinkwater, Deb Neal, Debby Gomberg, Lori Matlack, Karen Wright, Erin Ryser. Excused Joe Distel. Absent Deena Poulsen. Also attending was Amber Flink from Welch Randall Property Management.

Minutes: Minutes from the March meeting had been approved by electronic vote.

Financials: Mike and Deb Neal will go to the Golden West Credit Union to close out the remaining accounts since we are transferring our accounts to First Community Bank to better coordinate with Welch Randall and eliminate the need for a guarantor. Deb Neal stated that the format used by Welch Randall is easier to read and understand. Lori moved to approve the financials, Karen seconded, and the motion passed.

Grounds Maintenance: The grounds contractor is starting spring cleanup and pre-emergent and fertilizer care for common area grass. Core aeration for the common area grass will be done in April. Salt barrels will be returned to the HOA shed area in April. Unit owners should place limited common area and personal common area tree and shrub trimmings in their own trash bins.

Irrigation System: Irrigation system startup, initial check of the system, and corrective action for problems found will be done in April.

Common Area Maintenance: Welch Randall will contract out for common area maintenance as needed and authorized – this will continue to be limited by past budget shortfalls. However, we should be able to expand what is done soon, since our operational funds are increasing with the monthly dues increase for 2025. We were impacted in March by the need to replace a leaking main pressure regulator on Partridge – a major expense at nearly \$7,000 when complete. We are paying to have the same item inspected on the other streets.

### Additional Discussion Items:

Phases 4-5: Three more units have sold in Phases 4 and 5, each in a different building, so the Phases 4-5 developer has been and will be submitting plans to Ogden City for approval and issuance of building permits. That leaves two Phase 4 buildings on the east side of Nightingale to be sold and built (the single unit on the east side of Nightingale is not included in this count). Ogden City has imposed a requirement for individual water meters on each unit rather than a single common water meter per street as was done in Phases 1-3, which will make water management different for Phases 4-5. Water use may be mitigated by the use of drought tolerant landscaping

Property management update: Residents can communicate with Welch Randall, report maintenance issues, pay fees, and find HOA documents including Board minutes

using AppFolio. If homeowners have questions regarding how to download the app or find specific information on AppFolio, they can contact Jessica at Welch Randall at [jessica@welchrandall.com](mailto:jessica@welchrandall.com). All residents who submitted maintenance requests to ReNew Homes this year will need to resubmit them to Welch Randall through AppFolio.

Bank change update: Mike and Deb need access to the HOA accounts at the First Community bank to review account balances, deposits, and payments. Amber Flink will make sure they can do so.

Care for flower beds on streets and at clubhouses: We need volunteers to help with the flower beds in common areas at the ends of streets. Street Volunteers may be able to help identify volunteers on their streets. Residents are reminded that maintenance of front yards and back yards is the responsibility of the unit owner.

Pool update: Erin presented options for covering the pool during the summer nights. She will gather additional information to answer the questions brought up at the meeting so the Board can vote on the best option at the May meeting. The Pool preparation day to remove the winter cover, set up the pool area furniture, and clean the clubhouse will be Saturday, May 3, starting at 9:00 am. Erin needs volunteers to help with this job.

Reinvestment fees: The Board is investigating the idea of charging reinvestment fees to buyers as part of closing costs when they purchase an existing unit (initial purchases of units in Phases 4-5 are not included in this, since the developer is paying a fee to place Phases 4-5 owners on the same standing as the existing owners who have paid for many years into the Knollwood reserves). Most other condominium HOAs charge this fee to help reduce the needs for special assessments. Mike asked the board members to consider and research this idea and bring a suggested amount or percentage, in accordance with Utah law, for such a fee for consideration at the next meeting. Adoption of a reinvestment fee will require a vote of the HOA membership to amend the Knollwood Declaration to allow a reinvestment fee and may require additional actions for each sale.

Reminders regarding Parking Variances: All garages are designed to hold two vehicles. Residents requesting a long-term variance to park in the visitor parking areas or driveways must have a third driver with a third vehicle.

Communication with Residents: Although all HOA legal documents and minutes from meetings will be available online through AppFolio, the Board members would like to ensure that residents become very familiar with all the rules, regulations and announcements regarding the HOA. Important announcements and reminders will be made through the monthly board meeting minutes. These important announcements and reminders will be highlighted to make them easier to see.

The meeting adjourned at 7:59pm.

The next Board Meeting will be held May 21<sup>st</sup> at 6:30 pm.

Respectfully submitted by Debby Gomberg, Secretary.

**2025 Board of Directors**

President: Mike Drinkwater

Vice-President: Erin Ryser

Secretary: Debby Gomberg

Treasurer: Deb Neal

Member: Joe Distel

Member: Lori Matlack

Member: Deena Poulsen

Member: Karen Wright