

**KNOLLWOOD TERRACE HOMEOWNERS
ASSOCIATION**

Post Office Box 1227 ❖San Luis Obispo, California 93406 ❖(805) 545-7600

BOARD OF DIRECTORS MEETING

Knollwood Clubhouse

August 18th, 2015

6:00 pm

MINUTES - APPROVED

- I. CALL TO ORDER – The meeting was called to order at 6:15 pm.
- II. ESTABLISHMENT OF QUORUM – Quorum was established with the presence of Miko Nehman, Brian McIntyre, and Aimee Avery. Jeff Geiger arrived at 7:04 pm. Lisa McGrath was not present. Bobbi Primo was present on behalf of Aurora Property Services
- III. REVIEW MINUTES OF JUNE 16TH, 2015 MEETING – The minutes were approved as written.
- IV. MANAGEMENT REPORT

The Maintenance Sub Committee approved termite work and fumigation for escrow on 4072 Hilltop #A/#B.

This work and fumigation is scheduled to occur in the next week.

1192 E. Foster #A/#B had an irrigation leak outside of their unit. After inspections the sycamore tree root had broken the line. The tree was removed yesterday and the line should be repaired today.

The spa light and assembly failed and Ever ready Electric drained the spa and replaced the assembly. This job was \$821.50.

The light pole at the pool had to be replaced. The maintenance Sub Committee approved this work at \$1,269. This was out of the scope of Gabes work and was done by Ever ready Electric.

Numerous violation letters were written addressing barking dogs, garage doors open, noise and multiple people in the pool area.

The following fences have been replaced and painted. The fence project is complete:

1141 E. Foster D
1180 Hilltop A
1152 Hilltop B/C

1141 Sumner D
1153 Sumner D
1152 Sumner A
1140 Sumner B/C
1181 Foster B/C
1181 Foster D
1193 Sumner D

The following garage doors have been replaced: one owner did not want his replaced.

1120 Foster A
~~1172 Hilltop A~~
1160 Hilltop D
1141 Sumner A
1172 Sumner D
1152 Sumner A/C

The following beams are currently being replaced and should be completed by the end of the month:

1141 E. Foster D – 3 beams
1161 Sumner D – Header & 3 beams
1181 Sumner D – Header & 3 beams
1181 Sumner B/C – 5 headers
1192 Sumner B/C – Header 4 beams
1192 Sumner D – Header 3 beams
1172 Sumner D – Two beams
1152 Sumner D – Two beams
1140 Sumner B/C – Header & 4 beams
1193 Foster D – Header & 2 beams

IV. TREASURERS REPORT –

A. YTD Budget vs. Actuals

July Bank Statements –reconciled as of 7/31/2015

Union Bank Operating Account	\$ 64,805.03
Coast Hills Reserve Checking Account	\$ 43,069.96
Coast Hills Money Market Account	\$ 232,159.21
Coast Hills Checking	\$5.52
Total	\$340,039.72

- There is one owner on a payment plan with Sunrise Assessments.

- There is one new owner sent to collections with Sunrise Assessments.
- The accounts receivables are \$6,245.22.

V. OLD BUSINESS

- A. CC&R Update, including smoking clause, was approved by all present board members. The approved draft of the CC&Rs and By Laws will be sent out to all owners to vote. For the updated documents to pass the association will need a 67% vote so all owners are encouraged to return their ballots once received.

VI. NEW BUSINESS

- A. Water Meters – Owner requested the possible installation of individual unit water meters by Golden State Water. Questions regarding plumbing tie-ins of individual units and irrigations systems and sewage costs tabled item without resolution. Homeowner to do more research. No action taken.
- B. 1180BS Termite Report – Clark Pest Control price considered high. The maintenance sub- committee was going to inspect the items on the report and requested another company to bid as well. Tabled. No other action taken
- C. Budget – Tabled for Executive Agenda to discuss Aurora Properties fee increase. Board voted unanimously to approve Aurora’s fee increase. Rest of the budget also received unanimous vote to approve. The new budget will be sent to all owners and coupon books will be ordered. The updated budget will keep all owners dues the same for the 2015-2016 fiscal year.
- D. Windows – The owner of 1140DH is in process of buying new windows for unit. Vendor supplied photos for color approval. All board members present voted in favor of color. The board is requesting bronze vinyl windows to match the current exterior windows. Locally Window World provides approved windows.

- VII. OPEN FORUM – Bobbi Primo brought up that pool showers should have timers adjusted from approximately 4 minutes where they are currently at to 30 seconds. Bobbi will have plumber check.

- VIII. ADJOURNMENT – The meeting was adjourned at 7:37 pm.