

KVTA Board of Directors Meeting Minutes
June 2, 2026 | 6:30 pm | Knolls Village Clubhouse

Meeting Called to Order: 6:31 p.m.

Board members present: Yvonne Anderson, Tom Zukas, Nancy Gittleman, Dick Campbell, Kim Phillips.

Not present: Reece, Jennifer Stokes

1. Approval of Previous Minutes

- May 2026 meeting minutes approved.

2. Homeowners Open Forum

- John Bringenberg on behalf of resident: concern raised regarding a brightly covered commercial vehicle parked in the community.
- Governing documents prohibit commercial vehicles on HOA property.
- The board clarified the vehicle belongs to a contractor performing temporary home renovations.

3. Financial Review & Treasurer's Report

- Financial statements reviewed.
 - Chase CD matured 5/2026 with interest deposited into the reserve account
 - Purchased new CD for 6 months; matures 11/2026
 - Schwab CD matured 5/2026; interest deposited into reserve account.
 - New Schwab CK purchased for 3 months maturing 9/2026
 - Paint CD matures 6/2026
- Motion to approve financials: Dick motioned; Tom seconded. Motion approved.

4. Committee Reports

Technology

- Reece will provide website and technology statistics at the July meeting.

Special Events & Hospitality - Yvonne and Nancy

Community Picnic – June 27

- 78 adults and 28 children registered to date.
- Catering secured through Rusty Tap BBQ.
- Volunteers needed for setup (1:00 p.m.) and teardown (7:00 p.m.).
- Face painting, games, and community desserts planned.

Dumpster Days

- June 13–14.

Patio Tour

- June 19 at 6:00 p.m., hosted by Olivia Bechtel.

Clubhouse

- Air conditioning installation scheduled for June 9–10.
- Board approved Wi-Fi-enabled thermostat controls for both units (\$208 capital expense).
 - Motion: Dick; Second: Yvonne.
 - Approved (Kim opposed).
- Warren will proceed with purchasing controls if funds cover both units.

Architectural Control Committee (ACC) - John Bringenberg

June Property Walk

- 29 advisory letters issued.
- 21 properties currently out of compliance.
- 5 open escalated cases (down from 8).
- 19 improvement requests reviewed.

Common issues:

- Front porch damage from rabbits.
- Gutter maintenance.
- Brick and exterior repairs.

Additional items:

- The board requested notification to management that open ACC violations should be identified during home sales.
- Surveillance camera complaint reviewed and closed. The camera was determined to be fixed-position and only monitoring the owner's property.

Tennis Courts

- Perimeter grading and retaining wall work ongoing - Maintenance will complete.
- John will confirm the project timeline and July float test.
- The board discussed using existing stored windscreens rather than purchasing new screens.
- New nets and gate hardware remain under review.
- Handrail decision deferred until grading work is completed and safety can be evaluated.

Gardens

- Thank you to Cady for repairing garden boxes.
- No additional updates.

Newsletter

- Submission deadline: June 28 at noon.

Pool

- Greg continues working with pool monitors regarding responsibilities and expectations.
- Seasonal documents and notices will be posted as appropriate.

5. Maintenance Report

May Completed Work

- Debris removal and common area cleanup.
- Tree pruning and storm damage cleanup.
- Lighting maintenance.
- Pool opening preparations and equipment setup.
- Pool cleaning, filling, and furniture setup.
- Garden box repairs/replacement.
- Irrigation and landscape maintenance.
- Main line repair near 2747 E. Geddes Avenue.
- Tennis court bed cleanup and preparation.

June Planned Work

- Irrigation inspections and repairs.
- Weed control and pruning.
- Tennis court perimeter grading and landscape improvements.
- Retaining wall replacement.
- Rock screening and landscape restoration.

Additional Updates

Lawn Aeration

- Scheduled for Friday.
- Irrigation components will be flagged beforehand.

Clubhouse Air Conditioning

- Installation scheduled for June 9–10.
- Wi-Fi controls approved at \$208.

Pool Chlorination

- Warren decided to continue using the current chlorination system.
- Warren will focus on more precise dosing to reduce chemical waste and minimize pool draining.

Tennis Court Retaining Wall

- Rock screening and backfill work has begun and will continue throughout June.

6. Old Business

Retaining Wall Project

- Discussion held regarding accounting treatment of labor costs associated with reserve-funded capital projects.
- Board requested labor cost estimates.
- Discussion tabled for future review.

7. New Business

- Ongoing efforts to improve bookkeeping processes, including time reporting and bill payment workflows.
- Printer for office discussed; no decision.

8. Closing

- Tom concluded the meeting with a joke.

Meeting Adjourned: 8:15 p.m.