



## THE KNOLLS PROPERTY OWNERS ASSOCIATION

### JULY MEETING MINUTES

Monday, July 7, 2025 | 6:00 PM

Location: Home of Stewart Osgood and Amy Erickson  
176 East Highline Drive, The Knolls

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#### 1. Welcome and Call to Order

- Meeting called to order at 6:00 PM by Mark Pelley.
- Board members present: Mark Pelley, Stewart Osgood, Whitney Fentress, Art Rogers (arrived 6:10PM), and Marc Van Neuren (via phone).
- Property owners in attendance: Amy Erickson, Mary Pelley, Blake Fentress, Bill & Diana Doss, Bill & Carolyn Davis, Brian Page, Kathleen Quirk, Jan Mason, Bryce & Penney Mullins, John & Pat Evans, Gregg & Ann Herbert, Gary & Heather Williams, and Dave Haggist.
- Mark welcomed everyone, expressed excitement for the year ahead, and emphasized our goal of keeping The Knolls a great place to live.

#### 2. Quorum Established

- A quorum was confirmed with a majority of Board members present.

#### 3. Open Forum

- **Jan Mason** reminded everyone not to feed or water elk. Feeding wildlife is prohibited under [Gila County Ordinance](#) and Arizona State Law (ARS 13-2927).
- **Brian Page** inquired about a home being built on half a lot on Union Park. Mark will investigate; it may be part of Pine Ridge. It was determined that the lot in question was lot 79 and nobody has submitted any plans to build there at this time and no work is underway.
- **Pat Evans** reminded residents to screen trash cans, propane tanks, and RVs per our [CC&Rs – Article V](#).
- **Bill Davis** raised concerns about trash cans being left out too long. Discussion followed about the possibility of switching to a single trash collection service to reduce the noise and traffic on streets. It was noted by several members that this issue has surfaced before and there is no reasonable remedy.

- **Brush Program:** Bill also brought up the idea of reinstating a neighborhood brush removal program. Concerns were shared about high cost and misuse in the past. The Board is open to a proposal if someone wants to spearhead it.

#### 4. Board Position Descriptions

- Stewart Osgood introduced the new [Board Position Descriptions](#) to clarify responsibilities and support smooth transitions year to year.
- Stewart noted that the position descriptions are intended to be informal guidelines.
- Motion to approve by Whitney Fentress, seconded by Mark Pelley. Passed unanimously.

#### 5. Board and Committee Appointments

- **President:** Mark Pelley (Whitney nominated, Stewart seconded)
- **Vice President:** Stewart Osgood (Whitney nominated, Art seconded)
- **Secretary:** Whitney Fentress (Mark nominated, Stewart seconded)
- **Treasurer:** Stewart Osgood (Mark nominated, Whitney seconded)
- **General Board Members:** Marc Van Neuren and Art Rogers
- Mark and Marc are in year two of their terms; Stewart, Art, and Whitney are in year one of a two year term.
- The Board will vote annually on officer roles.

#### 6. Architectural Control Committee (ACC) Update

- Mark Pelley remains chair of the ACC, with Todd Christianson and Jon Cline continuing to serve.
- Mark reviewed ongoing projects (see [ACC Status Report](#)).
- Mark clarified that only projects requiring town building permits must submit the \$1,500 refundable deposit.
- Stewart noted his ACC request was approved within 19 hours.
- Residents are encouraged to submit all exterior changes through the [ACC Request Form](#).

#### 7. Streets & Common Area (S/CA) Update

- Mark Pelley also chairs this committee, overseeing monument walls and 11 private roads.
- Gary Williams noted repairs needed on his street—Mark will follow up.
- Tract D erosion and gravel wash issues were discussed. Mark will get pricing on potential fixes and report back to the Board.
- Info about the area is available under [Knolls Tracts](#).
- Mark has decades of construction experience and will continue as chair. Volunteers are welcome.
- Stewart and Blake volunteered to help with this committee.

#### 8. Treasurer's Report

- **Jan Mason** said POA dues invoices are being mailed this week.
- Account Balances:
  - Checking: \$29,866.27
  - Savings: \$13,315.19 (includes \$10,000 in refundable deposits)

- Jan and Stewart will transition the treasurer role in the coming weeks.
- Stewart will develop a 2025–2026 budget and will work with President and Secretary to schedule a follow-up meeting to review and vote on it.
- Tax filings: Jan confirmed the last return was filed by Rim Country Accounting about two years ago.
- Marc noted that dues remain the same this year ([Fee Schedule](#)).
- Stewart emphasized the need to build reserves per the [Reserve Study](#).

## 9. Old Business – Firewise Certification

- **Bill Davis** is preparing the application to renew our [Firewise USA®](#) certification.
- Homeowners can help by logging volunteer hours and recording purchases of fire prevention tools (e.g., trimmers, chainsaws) on the [Firewise Worksheet](#).
- Art Rogers noted this shows our community’s commitment to fire safety.
- Several attendees confirmed receiving insurance discounts for living in a Firewise neighborhood (USAA and State Farm policyholders).
- **Stage 2 Fire Restrictions** are currently in effect: no open flames, smoking, or equipment use like chainsaws. [More info here](#).

## 10. New Business – Website & Facebook

- Whitney and Mark have been updating the POA website: <https://theknollsstarvalley.com>
- Suggestions for improvements or offers to help are welcome!
- Facebook page: [The Knolls – Star Valley](#)
- Please join and stay connected!

## 11. Adjournment

- Meeting adjourned at approximately 7:30 PM.
- A special budget meeting will be scheduled in the coming weeks.

## 12. Executive Session

- Board members held a brief closed session to discuss a confidential matter.

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**Thank you** to Stewart Osgood and Amy Erickson for hosting in their beautiful home and serving such delicious food.

And thank you to everyone who attended—your participation and input are what make The Knolls such a special place to live!

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*Minutes respectfully submitted by Whitney Fentress, Secretary – July 9, 2025*

Website: <https://theknollsstarvalley.com>

Facebook: [The Knolls – Star Valley](#)