

BOARD OF DIRECTORS' REGULAR MEETING
THE KNOLLS VILLAGE TOWNHOUSE ASSOCIATION

The regular meeting of the Knolls Village Townhouse Association was held on Tuesday, April 7, 2020 at 6:30 p.m. The meeting was held via a video conference due to the distancing restrictions as a result of the COVID-19 crisis. Present were Directors David Kaiser, Joe Johnston, Darcy Johnson, Barbara Stokes, Kathleen Sutton, Richard Campbell, Cindy Kiel and Marie Kilty. Manager, Warren Deutsch was absent. Cindy Kiel recorded the proceedings.

The March minutes were reviewed. A motion was made by Richard Campbell and seconded by Cindy Kiel to approve. The motion passed. The original copy will be signed at the next Board meeting for the records.

Joe Johnston reported the account balances as of April 7, 2020 for the Reserve Fund, Money Market, four CDs and the Paint Fund balance. **The March financials and delinquencies were not available and will be reviewed via email separately.**

The cost to paint buildings increases every year but better-quality paint has increased its longevity. **To maintain the paint fee at \$15 per month per homeowner a motion was made by Joe Johnston and seconded by Richard Campbell to modify the exterior painting cycle starting in 2021 from a 6-year to a 7-year cycle. The motion passed.** The new schedule will be posted on the website by this summer.

Dave Kaiser reported the clubhouse and tennis courts are currently closed and will remain closed for an indeterminate period of time due to COVID-19 distancing guidelines.

Cindy Kiel and Dave Kaiser reported on the pool gate card-entry system installation and replacement of the pool gate and entry fence. Dave Kaiser reported Quality Rock Design replaced the concrete flatwork on both sides of the pool entrance including two sections of concrete in the trash can storage area, rebuilt the corner of the brick planter wall and repointed joints on the wall in front of the clubhouse. The KVTA staff will rebuild the wooden fence containing the trash cans and once completed the gate/fence contractor can install the new pool entry fence and gate.

Warren Deutsch submitted a written report on maintenance staff activities during March. Activities included application of pre-emergent weed control to rock beds, snow storage and general area cleanup, clubhouse exterior repairs prior to painting, snow removal, lighting maintenance, setting stepping stones at 2500-2520 E. Geddes Place and 7389-7399 S. Knolls Way, broken branch and limb removal and other general maintenance.

April maintenance staff projects will include fence replacement for trash container storage at pool, caulking of the pool deck, snow removal, sprinkler system start-up and pump-out and cleaning the wading pool in preparation for painting. Warren also reported that Colorado Cascade has submitted a bid to replace sprinkler zones H2-11 at the north end of E. Geddes Avenue. Aqua Corp. will also submit their competitive bid for this sprinkler project this week. Driveway crack sealing is scheduled for May.

Dave Kaiser reported on behalf of Anita Zukas. The ACC walkers are compiling reports from their recent on-site reviews and will submit details to Anita to report at the next meeting.

Joe Johnston reported on the Reserve Study by Advance Reserve Solutions. Their representative has not been available as their office is currently closed during the virus shut-down. Joe will contact them and make arrangements for completion of the study.

Dave Kaiser reported that the surveying company contracted by the Association upon the recommendation of our design firm, Kirby Smith and Associates, failed to complete the work. The Association was not charged for any work the surveyor may have completed and with the assistance of Kirby Smith a complaint has been filed with the State against

the surveying company. This time Kirby Smith & Associates will directly retain an approved surveying firm to complete the topographic survey. **A motion was made by Darcy Johnson and seconded by Barbara Stokes to approve a bid from Kirby Smith & Associates (replacing his previous contract) and includes the surveying work as well as the design work for retaining walls, drainage repairs and walkway improvements in various locations within the complex. The motion passed.**

Kathleen Sutton reported she obtained an estimate for material and labor to replace the carpeting in the clubhouse with similar product. This item was tabled for further discussion. Cindy Kiel reported that 10 replacement chairs are on order for the clubhouse to replace the old cushion chairs on casters. The Board continues to investigate other furniture options for the clubhouse.

There being no further business, the meeting was adjourned at 8:15 p.m.

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