

BOARD OF DIRECTORS' REGULAR MEETING  
THE KNOLLS VILLAGE TOWNHOUSE ASSOCIATION

The regular meeting of the Knolls Village Townhouse Association was held on Tuesday, March 3, 2020 at the clubhouse at 6:30 p.m. Present were Directors David Kaiser, Joe Johnston, Barbara Stokes, Kathleen Sutton, Richard Campbell, Cindy Kiel, and Manager, Warren Deutsch. Darcy Johnson and Christine Krumholz were absent. Cindy Kiel recorded the proceedings.

**The February minutes were reviewed. A motion was made by Richard Campbell and seconded by Cindy Kiel to approve. The motion passed.**

Joe Johnston reported the account balances as of March 3, 2020 for the Reserve Fund, the Paint Fund, Money Market balances and CDs.

**The February financials and delinquencies were reviewed and a motion was made by Richard Campbell and seconded by Joe Johnston to approve. The motion passed.**

Barbara Stokes reported the Ice Cream Social is planned for Sunday, July 19 at the pool gazebo.

Tyler Walje reported on the 2020 exterior painting and the repairs still required by six homeowners. Tyler will visit these homeowners to ensure the repairs are completed before the painting begins the first week in April. Dave Kaiser will contact the Association's attorneys for guidance on how to address incomplete exterior repair costs to the Association if painting contractor cannot complete the painting as scheduled.

Dave Kaiser reported 14 uses of the clubhouse during the month of January on behalf of Kathy Kurtz.

Cindy Kiel reported on pool gate card-entry system installation and replacement of the pool gate and entry fence. The Board reviewed three estimates and Cindy Kiel will contact the contractor to obtain a start date for the project. Dave Kaiser reported a section of concrete by the entry gate is sinking and needs replacing before the new section of fence and the gate can be installed. Warren contacted Quality Rock Design to obtain costs for replacing the concrete and to schedule concrete removal and replacement and schedule by mid-April.

**A motion was made by Joe Johnston and seconded by Dick Campbell to approve a bid from Quality Rock Design to remove the east brick entry column, rebuild the brick planter corner, remove and replace the concrete flatwork on both sides of the pool including two sections of concrete in the trash can storage area, and caulk the brick planter joints around the front of the clubhouse. The motion passed.**

The 2020 Contract from Blade Runners Services for mowing, fertilization, fall sprinkler blow-out and fall clean-up was reviewed. **A motion was made by Richard Campbell and seconded by Joe Johnston to approve the contract. The motion passed.**

Warren reported on maintenance staff activities during February. Activities included repairing the clubhouse mailbox, litter clean up, salting and sanding sidewalks, snow removal, lighting maintenance, ice removal behind garages and work on planting areas at 2500-2520 E. Geddes Place and 7389-7399 S. Knolls Way.

Warren gave an overview of the staff plans for March. Proposals for replacing 20 sprinkler zones were sent out for bids to Colorado Cascade and Aqua Corp. - specifically sprinkler zones in this year's painting cycle locations. Driveway crack sealing will begin in March as soon as garage apron pans are dry and ice has melted.

Steve Snyder addressed the board and discussed his frustration with current residents regularly parking vehicles in the 'guest parking' spaces at the East end of E. Geddes Place eliminating the spaces that should be allocated for guests. He recommended the Board consider posting signs to encourage awareness and limit parking in the 'guest parking areas' to 24 hours or less. The Board will take this under advisement as additional parking complaints concerning abuse of guest parking have come into the Board this season.

Anita Zukas provided an update on the ACC before the committee meets in March. She requested approval from the Board to support the ACC's strategy to reduce the current time allotted for homeowner notification in order to resolve exterior homeowner repair issues. All members present agreed the ACC should proceed with their plans.

**A motion was made by Kathleen Sutton and seconded by Barbara Stokes to approve the *Revised KVTA Rental Policy* dated March 3, 2020. The motion passed.**

Joe Johnston reported on the Reserve Study by Advance Reserve Solutions. A representative will meet on-site with Joe Johnston and Dave Kaiser to review and update the study. The report will be completed in time to be included with the upcoming audit report.

Dave Kaiser reported on a proposal received from Irrigation Analysis, a company specializing in irrigation systems, to investigate our system in order to determine ways to improve efficiency. Due to the complexity of the proposal Dave, Joe and Warren will meet with the consultant in the near future and report back to the Board with recommendations.

Dave also report on a seminar he attended at the offices of OC&H, LLC for HOA board members. It was well attended by over 100 board members from across the metro area. The main takeaways were Boards should check their insurance coverage for adequate protection, they should know that state laws concerning homeowner associations supersedes their association's documents in the event of a difference, and as a director of a Board the President should vote on all matters and not just when there is a tie vote.

**There being no further business, the meeting was adjourned at 8:45 p.m.**

Homeowners present: Anne Krause, Steve Snyder, Tom Zukas.

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