

**BOARD OF DIRECTORS' REGULAR MEETING  
THE KNOLLS VILLAGE TOWNHOUSE ASSOCIATION**

The regular meeting of the Knolls Village Townhouse Association was held on Tuesday, September 1, 2020 at 6:30 p.m. The meeting was held in David Kaiser's garage due to the closure of the Clubhouse as a result of the COVID-19 restrictions on gatherings. Present were Board Members: David Kaiser, Barbara Stokes, Richard Campbell, Cindy Kiel, Darcy Johnson, Kathleen Sutton and Joe Johnston. Also, present were Marie Kilty and Warren Deutsch. Marie Kilty recorded the proceedings.

The August delinquency report and financial statements will be available by September 8, 2020.

The August 2020 Minutes were reviewed. **A motion to approve the August 2020 Minutes was made by Darcy Johnson and seconded by Joe Johnston. The motion passed.**

### **Committee Reports**

**Painting** – Anita and Tom Zukas sent letters to 55 residents in the 2021 paint cycle area. After walking the area, it was noted 53 of the 55 units had exterior issues needing attention or repair by homeowners before painting begins.

**Website** – No updates

**Special Events** – No Updates

**Clubhouse** -The Clubhouse remains closed. Barbara Stokes and Kathleen Sutton continue to work on recommendations for refreshing Clubhouse furnishings.

**Pool** –Cindy Kiel reported a total of 241 pool registrations have been received for 2020. The pool closes at the end of the day on Monday, Sept. 7, 2020. Landon Bradbury reported the average daily attendance has decreased recently to less than 20. Perfect Pools will provide a bid for replacing the pool heater and filters during the off-season.

**Tennis Courts** – Cindy Kiel reported 46 tennis registrations for 2020.

**Architectural Control Committee** – ACC Committee Members reported 65 exterior issues will be reviewed at their final ACC Committee meeting on September 2. Escalations include 13 currently open with 5 closed and resolved.

**Newsletter** - No updates

**Treasurer's Report** –The Reserve Account balances and the Paint Fund balance were reported.

### **Maintenance**

Lighting maintenance, sprinkler line repair, weed spraying, pruning and removal of two dead trees were the primary focus of the maintenance staff during August. In September, the staff will continue with general clean-up, weed spraying and sprinkler repairs. Warren reported more than 100 sprinkler repairs have been completed this season as a result of damage by tree roots.

Aqua Corp. made minor corrections and adjustments to the sprinkler zones they recently replaced on E. Geddes Ave. They have not yet submitted their "As-Built Drawings."

Blade Runners Services completed the shearing of shrubs throughout the complex. Rushton Tree Service provided pruning and tree removal services in various locations as contracted. A-1 Concrete Leveling started their contracted work and follow up repair work in August. They are scheduled to complete designated sidewalk concrete lifting during September.

**A motion to approve the Cox Professional Landscape contract for 2020-2021 hourly snow plowing services was made by Joe Johnston and seconded by Dick Campbell. The motion passed.**

**A motion to approve an estimate from Blade Runners was made by Darcy Johnson and seconded by Barb Stokes for grading, installing weed block materials and placement of cobble stone for two buildings in the 2020 paint cycle. The motion passed.** Two of the 11 buildings have been completed and work will continue on the other 9 buildings this fall.

**A motion to approve the CDOT Agreement to improve the sidewalk access at S. University and S. Knolls Way was made by Dick Campbell and seconded by Barb Stokes. The motion passed.**

**OLD BUSINESS**

**Reserve Study** – Richard Hirschman, from Advance Reserve Studies has provided a draft of the study. Joe Johnston and Dave Kaiser discussed the details and will provide more information in order to finalize the report.

**Nomination Committee** – Dick Campbell reported Joe Johnston and Kathleen Sutton will stand for re-election as Directors for another 3-year term. Anne Krause was nominated as a candidate for Director for the 2020 election. No additional homeowners have requested to be nominated. Candidates have provided bios to be included in the September newsletter and accompany the Ballot for election.

**Irrigation Report** – Irrigation Analysis has submitted their report and recommendations for the irrigation system. Dave will set up meeting to review the report and recommendations in detail.

**Landscape Improvements** – Kirby Smith & Associates has completed a base landscape materials and design plan for front bed areas of four buildings in next year’s paint cycle.

**Annual Meeting Mailing and 2021 Budget** – Cindy reviewed the content for the October 13 Annual Meeting mailing to homeowners. Joe Johnston discussed the proposed 2021 Budget and provide the final draft for Board approval. The Board-approved budget will be included with the Annual Meeting materials to be mailed on September 4, 2020.

**NEW BUSINESS**

There being no further business, the meeting was adjourned at 8:32 p.m.

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