

**BOARD OF DIRECTORS REGULAR MEETING
THE KNOLLS VILLAGE TOWNHOUSE ASSOCIATION
August 2025 Board Meeting Minutes**

The regular meeting of The Knolls Village Townhouse Association (KVTA) Board of Directors was held on Tuesday August 5th 2025 at 6.30 PM in the Clubhouse. Board members present Margie Nowick, Tom Zukas, Yvonne Anderson, Kim Phillips, Reece, and Jennifer Stokes. No members were absent (but one of the AC's was).. Scott Ward recorded the proceedings. The agenda and technology report was projected up on a screen.

President Yvonne Anderson introduced Kim Phillips as the new Board Secretary. She will assume the secretary duties currently handled by Jennifer Stokes, as well as take over as the board's author and point of contact for the *Backgate*, a role previously managed by Margie. Jennifer will continue to hold the position of Treasurer and Margie as Vice President preparing for the October annual meeting.

Board Meeting Minutes were signed and approved at a previous meeting on 15 July.

Financials will be reviewed at the next Executive Session on 12 August.

The last executive session took place on Tuesday, July 29th and covered the following topics: 2026 budget, vacant board seat, clubhouse reservations, Backgate topics and the KVTA board meeting agenda items.

Homeowners Forum

Community members in attendance: Nicole Alizadeh, Darcy Johnson, Bonnie Mattox, Darla Rae, Kerry Ficklin, Sharyl Whitaker Metzler, and Dick Campbell

Nicole attended to observe a board meeting for the first time.

Bonnie Mattox, a resident for 27 years, was interested in meeting the new Board.

Treasurers Report

Jennifer Stokes reported an account was opened at Schwab and a deposit was made in three-month CD. We will receive 4.35 percent interest on that account. There are two CDs that will come due in September, one at Chase Bank and one at FirstBank.

Committee Reports

Technology

Reece reported on the web site status from July: 1200 hits, 288 visitors, (the homepage received the most views). Spam has been an issue and we are working with Infront to limit the amount of spam that is forwarded to the Board. Reece implemented a plan to incorporate an auto-reply when a web site form is submitted stating an expected response time. She used a projector to show attendees where the contact page is located on the website.

Special Events / Hospitality

The ice cream social will be held on Labor Day, September 1, 2-4 pm.

Yvonne Anderson advised on the most voted event (21 community members) from the Meet the Board / Event Planning get together is a Bar-B-Q. With the Annual Meeting coming soon, the time to plan and execute a BBQ is short; a planning meeting date TBD. This event is moved to next year.

Olivia Bechtel is having a meeting at her house on September 9 from 5-6 pm at 7361 S Knolls Way to discuss a Mahjong event.

Darla Rae is producing a short film (7-10 minutes) that will be shown to the community in October. Additionally, Darla will also talk about film production.

YMCA in Southglenn duplicates speaker events as suggested at the Event Planning Meeting. The YMCA schedule is posted on the billboard by Sharyl Whitaker Metzler.

Clubhouse

Marilyn Heinle's passing has left a large gap in the Clubhouse Reservation Committee. There are presently two openings on the committee.

Tennis / Pickleball and Pool

Yvonne Andershon shared the negotiations are complete for our tennis court requirements. Items such as a bench, nets and windscreens were decided upon. Now lawyers are involved in completing the construction contract. Construction of the two tennis courts with pickleball lines overlaid will begin 01 April 2026 due to financial constraints in 2025.

Darcy Johnson requested to extend the days the pool is open in September similar to 2024. In 2024, the pool closed on September 9. The hours were 9-7, with an attendant present from 3-7 pm during week days and 11-7 pm on weekends.

She would like to request we extend this season two weeks to 9/14 following the same hours of operation and coverage.

A pool robot has been advised to purchase and use next year. There was a suggestion that we incorporate a Pool Manager position next year to relieve Warren of additional responsibilities.

Architectural Control Committee

John Bringberg reported that the ACC is wrapping up closing outstanding communications as a result of the Spring walk. A tabulation spreadsheet was shared with the Board giving the number of actions open and cleared. John explained the two letters sent by ACC as an Advisory letter (used to alert the homeowner, but no response is expected), and a Compliance letter (30-day response is expected). The number of letters that were sent are not historically out of line.

A Paint Committee Head has been identified.

A homeowner submitted a request to change landscaping in front of their home. The form is submitted to ACC along with a layout of the proposed changes. Vegetation is requested to be low water, low maintenance. Red mulch is a no-no.

Sharyl Whitaker Metzler asked: "What is the homeowner's responsibility for the sewer line?" Cady Dixon responded that the homeowner responsibility is from inside the home out the front to the main sewer line in front of the unit.

Community Gardens

Kim and Reece shared the benefits of Community Gardens.

Newsletter

Kim will be collaborating with Nan on Board articles.

Maintenance

Warren Deutsch was not present. Cady Dixon reported on his behalf that concrete work is progressing. Sidewalk replacement is to start one to two weeks after signature.

The sewer cleaning project is slowly moving along. The company is having difficulties with their equipment.

The material to repair the railing steps located on Knolls Way has been purchased. Please note that the material needs welding and Warren is having difficulty finding someone to weld it.

New Business

Capital improvements include replacing sidewalks and the replacement of a drainpan.

The meeting was adjourned at 7:45 PM.