

KVTA Board of Directors Meeting Minutes
November 4, 2025 | 6:30pm | Clubhouse

Call to Order

Time Called to Order: 6:30 pm

October Monthly and Annual Minutes Approved

Approved

First: Yvonne

Second: Reece

Financial Business

September Financials - Approved

First: Jennifer

Second: Reece

Homeowners' Open Forum

Each homeowner will have approximately 3 minutes to share questions or concerns.

- David LeBlanc - asked if larger financial projects could also be included in the Back Gate newsletter.
- Bob Evans: questions about the Reserve account balance and Reserve Study.
- Scott Ward: mentioned CDOT may be a source to pay for any fencing damage along University.

Financial Review & Treasurer's Report – Jennifer

- Summary of current financials
- CD account updates

Committee Reports

Technology - Reece

October Stats:

Number of phone calls: 20 (+7 from last month)

Number of volunteer forms: 1, but it was a test

Number of contact us forms: 12 (-1 from last month)

Site views: 871 (-17%)

Site viewers: 285 (-10%)

Top 3 pages viewed (besides home): Documents, Contact Us, Backgate - Oct 2025

Past Focus

- New ACC area
- Creation of email for Dick Campbell
- HOA meeting requirements

Next Focus

- Google drive clean up and process development
- Efficient use of forms and incoming calls and plans to close the loop

Special Events & Hospitality - Yvonne

Darla Rae -

The film *"Pool Ladies with Nets"* was accepted into the film festival and is nominated for five awards.

At the Christmas Fair, Darla plans to sell DVD copies of her movies, with 50% of the proceeds donated to HOA Hospitality.

Notes: It is permissible for HOAs to accept voluntary donations. Colorado recommends a formal policy to outline how donations will be handled.

Mahjong - Next meeting: Wednesday, Nov 12 | 5–7 PM | Clubhouse

Recurring: The 2nd Wednesday of the month | 5-7 PM | Clubhouse

Seasoned or newbies welcome!

Arts and crafts event - Saturday, December 13 | 10 AM–4 PM | Clubhouse

As of 11/4 there are five tables reserved and two tables remain available.

2026 BQ: planning meeting Jan 8, 2026

Clubhouse - Needs consistent cleaning. Yvonne will look at the Back Gate ads for a cleaning person.

Volunteers needed to take reservations and manage them.

Architectural Control – John Bringenberg

Statistics after the Fall walk:

- Total out of compliance letters: 14
- Out of compliance letters closed: 9
- Open in escalation: 2
- Improvement requests: 26 (five additional since the October HOA Board meeting).

Community Gardens – Reece & Kim

Cady and Reece to evaluate garden boxes and address any wood rot.

Newsletter – Kim

December spotlight will feature the Back Gate newsletter committee volunteers. The deadline is Nov. 29.

Old Business

Dues increase vote: required 60% quorum - needed 225 votes, received 270.

90% approved dues increase. 10% voted against dues increase

Jan 1 2026 HOA will increase to \$225.

Director results: Yvonne was re-elected and Dick Campbell was elected as the 7th Board member.

Officers:

- President - Yvonne Anderson

- Vice President - Reece
- Treasurer - Jennifer Stokes
- Secretary - Kim Phillips

Clubhouse Furnace & A/C:

Columbine HVAC repaired the clubhouse furnace using funds from the 2025 Operating Budget and determined the issue was intermittent. This is the same company that previously recommended repairing, rather than replacing, the A/C units. Warren is impressed with their expertise and will continue discussions regarding the A/C repairs.

Railing on Knolls Way Steps:

Additional welding and grinding are required to complete the railing installation. This work will be referred to Dick Campbell for follow-up

Capital Improvements Progress: Mudjacking work, including all garage aprons, was completed as of October 31. Two additional aprons were repaired beyond the original contract for an added cost of \$700, which remains within budget. The project is ready for payment by Marie. Yvonne, Tom, and Warren will meet on Thursday, November 16, to review a tracking method for capital improvement projects.

Maintenance updates:

During October 2025, the K.V.T.A. maintenance team completed the following work:

- Partnered with Eminent P.G.S. to winterize the sprinkler system, including removal and secure storage of backflow prevention valves to prevent theft.
- Trimmed trees, sheared shrubs, and performed seasonal pruning.
- Collected bulk leaves throughout the property.
- Completed touch-up painting in areas with adhesion issues (Year 2 of the paint schedule).
- At 7311 S. Columbine Way:
 - Installed a drain and piping under the sidewalk to reduce ice buildup in front of the property.
 - Backfilled low areas, replaced landscape fabric, cleaned out existing rock, and replenished rock as needed.
- Performed lighting maintenance and installed winter vent covers at the clubhouse. Completed asphalt and sidewalk patching, sidewalk lifting. Installation of address letters and numbers. Cady said painting of the remaining 9 address number signs will take 8-9 hours and will be completed in the next week or two.
- Conducted additional general maintenance as needed.

During November 2025, K.V.T.A. maintenance staff will focus on the following tasks:

- Ongoing leaf collection in partnership with vendor clean-up planned to begin Nov 10
- Snow blower maintenance, including oil changes.
- Sidewalk patching and lifting as needed.
- Repairs of the south wooden steps on S. Columbine Way.

- General maintenance throughout the community.

Additional Updates:

1. Concrete Repair:

Advanced Mud Jacking completed lifting of garage aprons on October 30, 2025, to minimize elevation offsets at the following addresses:

- 2401–2445 E. Geddes Place
- 2551–2599 E. Geddes Place
- 2606–2636 E. Geddes Avenue

Overall, the work was completed successfully and resulted in noticeable improvement.

2. Asphalt Crack Fill:

Metro Pavers has finished filling cracks in the asphalt. They will return to address cleanup of a concrete spill and to rework several areas with adhesion issues.

3. Leaf Collection Service:

Beginning November 10, 2025, Eminent Professional Grounds Services will conduct their final leaf collection of the season. This visit will include a thorough cleanup of leaves in all areas.

4. Dumpster Policy Recommendation:

Two dumpsters have recently been placed in common areas. It is recommended that a 5–7 day limit be established for construction or clean-out dumpsters located in shared spaces. This guideline could be published in the community newsletter, with notices provided to residents as needed. Dumpster guidelines are in the Parking Policy.

New Business

Credit Cards:

After reviewing alternatives, the decision was made to continue using credit cards. Where possible, invoicing systems will be implemented to streamline payments and recordkeeping.

Trees and Shrubs:

This topic was discussed at both the October HOA Board Meeting and the Annual Meeting.

To residents: If you have trees near your home that need trimming (for example, branches hanging over the roof), please fill out the contact form on the HOA website and include the affected addresses. Yvonne will personally respond to each request. Kim will include this reminder in the December *Back Gate* newsletter.

Address Sign Numbering Project:

Nine address signs remain to be completed. The estimated time to finish is approximately 8–9 hours. Cady plans to work on the project daily, as time allows, and expects to complete it within the next couple of weeks.

Dues Increase Communication:

An email notification will be sent in December to inform residents of the upcoming dues increase and to provide details about available payment methods. We'll notify homeowners without email addresses through USPS. Our contact list is only as accurate as the updates we receive from homeowners.

Adjournment

Meeting Adjourned at: 7:30 pm.

Next Meeting: Dec 2, 2025 at 6:30 pm