

KVTA Board of Directors Meeting Minutes

May 5, 2026 | 6:30 pm | KVTA Clubhouse

The Board convened in executive session on April 21, 2026, to discuss hiring options for the bookkeeper position following the current bookkeeper's notice, with April 30, 2026, as their last day.

1. Call to Order - 6:30 pm

Board members who attended: Tom Zukas, Nancy Gittleman, Reece, Jennifer Stokes and Dick Campbell. Absent: Yvonne Anderson and Kim Phillips.

2. Approval of Previous Meeting Minutes

April meeting minutes approved previously via email and signed.

3.. Homeowner Open Forum

No homeowner attendance

4. Financial Review | Treasurer - Jennifer

Financials reviewed; February financials approved

Chase CD matures on 5/9/26 and will renegotiate a new CD; interest will be transferred to Reserves.

Schwab: 1. paint CD matures 5/28/26 and 2. 45K CD matures in June

Discussed changes to the budget to accommodate increased water costs, mileage reimbursement, and purchase of pickleball nets. Reece motioned for approval, Nancy second motion, and all board members approved.

5. Committee Reports

(Reports only unless action is needed)

- Technology – Reece

April Stats

- Number of phone calls: 53 (+16 from last month)
- Number of volunteer forms: 0
- Number of contact us forms: 12 (+7)
- Site views: 1.2K (+33%)
- Site viewers: 717 (+74%)
- Top 3 pages viewed (besides home): Documents, Contact Us, Residents

Focus

- Small updates done internally this month and updates to bookkeeping to remove personal phone number from site

Future Focus

- Cady and Reece - build the maintenance section on the website

- Special Events & Hospitality – Nancy
 - BBQ on June 6, 2026 5-7pm at Booth Woods and EGA; details included in May's Back Gate Newsletter. Volunteers needed for set up/tear down. RSVPs due by May 27. Signs will be posted on mailboxes; committee will promote at pool opening
- Tennis/Pickleball Courts – John Bringenberg
 - Chain link fence will go up at anytime
 - Ramp will be poured to the north gate
 - ADA ramp on the south side of courts will be built soon once a low drainage area is fixed.
 - The maintenance team will move rock & landscape around the tennis courts and rebuild the retaining wall.
 - Color will be applied in mid-July
 - John presented two ideas to lock tennis courts: 1. using same pad lock and keys
 - 2. Changing to combination lock
 - John refurbished & painted both the bench and bulletin board
- Architectural Control – John Bringenberg
 - Issues remaining from last year have been forwarded to this year
 - 4 new forms have been submitted since last meeting
 - Had one complicated issue from a water leak in a garage due to the neighbor's roof. Both homeowners are working together to solve the issue. Warren helped with the resolution.
 - There will be a walk scheduled in a couple of weeks and a meeting night on May 18th.
 - 2 volunteers have been added to the committee however would like to have a few more as a few of the volunteers would like to work in teams.
 - Has one vacant area that needs a person to oversee
- Newsletter – Kim
 - Deadline for June Newsletter: May 28.
- Community Gardens – Reece & Kim
 - Finalizing payments for plots

6. Maintenance Report - Warren & Cady

- Warren discussed a chlorinated system that will fit into the pump room; installation completed by pool opening. Approved \$3500 for purchase and installation - Tom motioned first, Jennifer seconded, and all approved
- Eminent cancelled services this week due to weather- may receive credit in other services needed around the community. Services will resume next week.
- Outstanding service request submitted several months ago to Comcast to repair unmarked and damaged wires in the sewer repair area northeast of pool. Warren and Cady plan to refill the trench without this repair of wires.
- Warren and Cady highlighted with photos big pipe repair on S. Knolls Way.

7. Old Business

Clubhouse HVAC (Warren)

Proposal: 2 estimates were provided via Classic Heating and Air Conditioning and Columbine HVAC. Classic was chosen by Warren and board based on past experience and resident experience. Classic gave us 2 options.

Key Difference

- **Option #1:** One indoor unit → simpler, cheaper, but less coverage \$12,595.00
- **Option #2:** Two indoor units → more comfort and flexibility, but higher cost \$15,917.00

Warren wants to talk with Classic about adding an extended warranty for labor up to 3 years and adding WiFi capability.

Approved via email between the board move to approve the \$15,917.00 expenditure for new clubhouse AC system.

- First Tom, second: Reece, all approved

Pool Management

- Greg Doi assuming lead pool monitor role
- Certified Pool & Spa Operator Certification completion date on May 2, expiration date on May 31, 2031
- Anthony will be opening the pool 5 days per week and Greg will cover the other 2 days.
- Matthew will be returning from last year
- Greg has found 3 other pool monitors.

Bookkeeper Transition

Marie Kilty resigned effective April 30, 2026

Appointment of new bookkeeper: Karen Vega

8. New Business

Tennis Court retaining wall

Warren reviewed 2 proposals from Cox and Eminent. Warren is suggesting buying 1 1/2 pallets of stone and maintenance crew to do the labor and/or laborers from Cox and Eminent. Warren will send an estimate to the KVTA board.

9. The meeting adjourned 8:00 pm. Tom shared one joke: