

KVTA HOA Board Meeting Minutes

Date: July 7, 2026

Time: 6:30–8:30 PM

Report on July 25, 2026 Emergency Meeting — Bookkeeping

On July 23, 2026, Board President Yvonne Anderson called an emergency meeting of the Board to address bookkeeping issues. The meeting was held on Saturday, July 25, 2026.

At that meeting, the Board was informed that the Association's bookkeeper, Karen Vega, had given notice of her resignation. Her last day of service was August 12, 2026. Ms. Vega indicated she has some flexibility to remain available to assist with the transition to new bookkeeping support. Specific terms of that assistance have not been finalized.

Following discussion, the Board reached consensus to pursue alternative bookkeeping arrangements for the Association. The Board agreed to evaluate both independent bookkeepers and accounting firms with demonstrated homeowners association experience, weighing the relative advantages of each before making a selection. No formal motion was made and no vote was taken.

The Board expressed its appreciation to Ms. Vega for her service to the Association.

1. Call to Order

The meeting was called to order at **6:31 p.m.**

2. Approval of Previous Meeting Minutes

The July 2026 Board Meeting minutes were approved and signed.

3. Collections

No collection items were discussed.

4. Homeowner Open Forum

Residents shared comments and questions regarding several community topics:

- Ann Winterbottom - complimented the newly renovated tennis and pickleball courts and asked who should be contacted regarding misuse of the courts. The Board advised residents to contact the maintenance line through the clubhouse, with Warren and Cady addressing maintenance-related concerns.
- Ann Kingery - concerns were raised regarding the maintenance shed area, including the condition of the shed, surrounding fencing, and the need for improvements. Suggestions included evaluating a larger shed, replacing or repainting fencing, and utilizing resident volunteers for some work. The Board plans to visit the shed to further assess the area.
- Appreciation was expressed for pool monitor Matthew and the excellent job he has been doing this season.
- Sharyl Whitaker, Ann Waite - expressed concerns regarding the increase in weeds, dead grass left after mowing, and the impacts of watering restrictions on lawn conditions.

- Ann Waite - concerns were raised regarding theft from the community gardens, replacement of the picnic table, and e-bikes being ridden on sidewalks. A reminder regarding bicycle safety will be included in the next newsletter. Asked about future budgeting for lawn restoration following watering restrictions.
- Bruce Gittleman - interested if there was consideration for drought-resistant grasses

Discussion regarding weeds, grass conditions, and landscaping maintenance continued during the Maintenance Report.

5. Financial Review

Treasurer's Report – Jennifer

- Schwab CD matures September 3.
- Paint CD matures September 26.
- May and June financial statements remain pending approval.

6. Committee Reports

Technology – Reece

July Website Statistics

- Phone calls: 53 (+12)
- Contact Us forms: 18 (-5)
- Volunteer forms: 0
- Site views: 1,400 (-12%)
- Site viewers: 782 (+12%)

Top viewed pages (excluding Home):

- Contact Us
- Documents
- Pool

Website updates included:

- Calendar updated to remove past and future events.
- Realtor information clarified regarding insurance questions.
- Pool information updated.
- Paint mapping updated with assistance from Tom and Warren.

Future work includes:

- Development of a Maintenance section on the website with Cady.

Special Events & Hospitality – Nancy

Planning has begun for the community Ice Cream Social. An ice cream truck requiring a \$600 minimum purchase and offering 6–8 flavors is being considered. Committee planning will begin soon, and the DJ from last year's event may be invited to participate again.

Architectural Control – John

- Sixteen compliance issues have been resolved from the 29 letters sent following the Spring compliance walk.

Tennis Courts – John

The Renner portion of the project has been completed, including installation of signs and locks. Remaining landscaping work is underway.

Newsletter – Kim

Newsletter submissions are due to Nan by

Clubhouse – Yvonne

No update

Community Gardens – Reece & Kim

No update.

Discussion included future repairs to garden boxes. Cady and Reece have evaluated the boxes requiring the most attention, and additional repairs are planned for consideration during the 2027 budgeting process.

7. Maintenance Report – Warren & Cady

Warren provided an overview of current landscaping challenges related to drought conditions and watering restrictions. Reduced watering has weakened turf, allowing weeds to become more prevalent.

The Board discussed:

- Research into an iron-based weed control product that is safer than conventional herbicides and may help reduce weeds through repeated applications.
- Obtaining a bid from Cox Professional Landscape to apply the product to priority lawn areas.
- Budget considerations for implementing the treatment this season and planning for future applications.
- The limited effectiveness of this year's pre-emergent treatment due to weather conditions and irrigation restrictions.

Additional landscaping discussion included:

- Developing a method to identify homeowner-maintained landscaping so contractors avoid trimming privately maintained shrubs.
- Continuing evaluation of drought-tolerant turf varieties, including Tahoma 31.
- Utilizing reserve funds to gradually replace high-priority lawn sections and improve irrigation efficiency.
- Considering sod replacement in early September, when permitted under Denver Water guidelines.
- Sprinkler mapping and long-term irrigation improvements.

Residents also requested South Suburban be contacted regarding maintenance near the trail access steps.

Maintenance Activities Completed (July 2026)

- Lighting maintenance and bulb replacement.
- Main irrigation line repairs.
- Backflow preventer repairs following attempted theft.
- Irrigation system inspections and repairs (87 sprinkler line breaks repaired to date).
- Tennis court rock bed cleanup.
- ADA ramp backfill.
- Fertilization of lawn areas.
- Lawn seeding.
- Shrub pruning and juniper deadwood removal.
- Wooden footbridge replacement.
- Weed removal and general maintenance.

Planned August Work

- Irrigation inspections and repairs.
- Lawn fertilization.
- Weed control in landscape beds.
- Ongoing pruning.
- Tennis court perimeter grading, drainage improvements, weed barrier replacement, rock screening, edging, and sprinkler head adjustments.

Additional updates:

- Shrub pruning has been completed at 47 of 68 buildings due to reduced mowing needs.
- A 2027 turf weed control proposal has been requested from TruGreen.
- Concrete repair measurements are underway, with bids being obtained for driveway and sidewalk repairs.
- Tennis court grading and drainage improvements continue.
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8. Old Business

Retaining Wall

Completion is anticipated in September following completion of grading around the tennis courts.

Concrete Repairs

Warren is evaluating additional concrete repair projects to prioritize work and reduce overall costs. Yvonne requested that projects previously identified as Priority 2 in the Reserve Study be reviewed to determine if any should be elevated to Priority 1, along with estimated costs.

Investment Policy

The revised Investment Policy, incorporating legal recommendations and Bob's suggested revisions, was approved.

- Motion: Jennifer
- Second: Reece
- Motion carried.

Capitalization Policy

The Board approved a Capitalization Policy establishing a capitalization threshold of \$2,000 and a useful life of seven years or greater. The policy has been uploaded to the community website.

9. New Business

- The community paint calendar and paint mapping have been updated to reflect the year that was skipped. Reece will provide updated information to John for Architectural Control purposes.
- Planning has begun for the Annual Meeting on **October 13**.
- Three Board positions will be open. Nancy Gittleman intends to remain on the Board. Tom plans to step down after many years of service, and Reece will be leaving the Board but will continue assisting with technology as needed.
- The Association is seeking a new bookkeeper
- The Board continues working with legal counsel on a revised camera policy, which remains under review.
- The Board discussed extending the pool season through September 13. A decision will be made after reviewing staffing availability and potential operating hours.

10. Adjournment

There being no further business, the meeting adjourned at **8:06 p.m.**