

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

The regular meeting of the Knolls Village Townhouse Association was held on Tuesday, May 4, 2021, at 6:30 p.m. The meeting was held via video conference 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, Cindy Kiel, Darcy Johnson, Kathleen Sutton, Anne Krause and Joe Johnston. Marie Kilty recorded the proceedings.

**The April 2021 Minutes were reviewed and a motion to approve was made by Barb Stokes and seconded by Darcy Johnson. The motion passed.**

**COMMITTEE REPORTS**

*Website* – No updates.

*Special Events* - No updates.

*Clubhouse* – The clubhouse will open on June 1st. Forms for Clubhouse use will be updated.

*Swimming Pool* – Cindy Kiel is handling pool waivers for this coming season. The Board decided to look at the pool furniture to determine how much cleaning is needed. Colorado Pool Designs will create plans and specs for replacement of the pool equipment in the fall. **A motion to approve the bid from Colorado Pool Designs was made by Joe Johnston and seconded by Cindy Kiel.**

*Tennis/Pickleball Courts*- A second pickleball court will be striped off and a net is being donated by Ann Winterbottom.

*Architectural Control Committee* – Anita Zukas has decided to continue as chair of this committee with two meetings per year instead of four.

*Newsletter* – No updates

*Treasurer's Report* – Joe Johnston reported the Reserve Account balance and Paint Reserve balance on May 4, 2021

*Grounds Maintenance* --

Lighting maintenance, cleaning debris from curbs, snow removal, sanding and salting, spraying weeds, general clean-up, pruning lower branches of trees, cutting back perennial grasses, activating the sprinkler system, checking zones, planting and other general maintenance were tasks worked on in April.

A sprinkler system check and repairs, pool deck caulking and weed control are planned for May.

Metro Pavers will be submitting a bid for milling and overlaying driveways as an alternate to seal coat or slurry seal. They will also submit a bid for concrete replacement in driveways. A-1 Chip Seal / Rocky Mountain Asphalt and Metro Pavers have both provided bids and unit costs for asphalt maintenance.

A-1 Concrete will be out this week to review sidewalk repair work and schedule dates for repair work. Quality Rock Design will be out this week to look at concrete replacement work and bid unit costs for the work.

Real Painting has completed the 2021 exterior painting project.

**OLD BUSINESS**

*Reserve Study* – The reserve study update will be provided by Advance Reserve Studies.

*Landscape Improvements/Irrigation Plans* – Kirby Smith & Assoc. has sent out bids for the summer irrigation project.

*Handrail Fabrication/Installation* –The contract with DGO has been revised. Dave Kaiser has selected the areas where handrails seem more necessary. He recommends installing 8 handrails currently. **A motion to approve the DGO Access bid to install 8 install handrails was made by Barb Stokes and seconded by Cindy Kiel.** Quality Rock Design has been asked for a bid to replace some steps.

*Concrete & Asphalt Replacement Projects* – Dave Kaiser and Warren reviewed the bids.

*Insurance Claim* – No updates

**NEW BUSINESS**

Cady Dixon is coordinating crevice gardens.

An introductory letter will be sent by mail to new homeowners when they purchase property. Marie will attempt to acquire contact information from the title company at the time she receives a copy of the deed. This contact information will be shared with Cindy Kiel, so Cindy can send the new letter.

There being no further business the meeting was adjourned at 8:15 pm.

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