

The Knolls Master Homeowners Association

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www.knollsmasterhoa.com

Enclosed in this packet:

- 2024 Irrigation Schedule
- Irrigation Owner's Manual
- Frequently Asked Question
- Request for Architectural Committee Members

NEW ON www.knollsmasterhoa.com and additional information in this packet:

- NEW! All 5 Covenant Amendments passed
- Revised Policies and Procedures
 - Covenant Enforcement Policy
 - Collection Policy

Spring Greetings!

Welcome to new neighbors and a cheery hello to all Knolls residents.

Shortly after April 9th, Bookcliff Landscaping will be pressurizing the irrigation system. Signs will be posted at each entrance to remind you to close your main irrigation valve. **Please be sure the valves in your individual system are shut off (closed).** System damage and delays can occur if you turn on (or open) your water before the system is pressurized. When the irrigation system has been pressurized, a "WATER ON" sign will be placed at each entrance. **Sometimes we experience interruptions in the first few weeks of pressurization, therefore we will require your cooperation should we need all home valves closed after "Water On" signs were posted. Of course, we will work as quickly and efficiently as possible to get consistent water flow ASAP.**

Attached is the 2024 Irrigation Schedule listing the hours scheduled for each property. Please help us avoid a very expensive repair problem by following the schedule and the entrance signs. Our pumping system can service 20 homes at any one time. If more than 20 homes are using water at a time, the pressure is greatly affected and the typical case scenario is that the pumps could overheat, become damaged, and automatically shut down the entire system. All Common Area watering is scheduled after 9AM and before 9PM when homeowners are not watering their yards. Ravenna Hills homes also utilize the same irrigation system and are scheduled to water between 3am and 6am. Please start your system on your designated day and follow the schedule provided. This mandatory Irrigation Use Schedule relies on your cooperation to ensure consistent water delivery for a beautiful yard and neighborhood. Please start your system on your designated "odd" or "even" day and follow the schedule provided. You will not have to reset your system when there are two odd days (i.e. 31st and 1st) in a row – See Schedule. **Go to Rainbird.com ESP Modular Controller Operation Guide to view a PDF file for instructions on how to operate your Rainbird System.**

If there is an irrigation emergency call Bookcliff Landscaping during business hours 970-242-7769 and after hours 970-260-6215. Don Gutentag, our Landscape Liaison, can assist you with general irrigation question. He can be reached at 970-260-3526.

**NEW! CHECK OUR WEBSITE TO LEARN ABOUT COVENANT CHANGES
THAT WILL AFFECT YOU.**

Owner Approved Covenant Amendments

Fall 2023 the owners of the Knolls Home Owner's Association adopted five amendments to the governing documents, known as the Covenants, Conditions and Restrictions of the Knolls Master Association, (CCRs).

- (1) A covenant prohibiting short-term rentals;
- (2) A covenant placing additional restrictions on residential leases of Lots;
- (3) Covenants and restrictions to bring the Declaration into compliance with certain public policy provisions of the Colorado Common Interest Ownership Act, C.R.S. §38-33.3-106.5 governing xeriscape landscaping and use of public right-of-way; and
- (4) A covenant governing placement of flags upon Lots within the Community.

You can view these amendments on the website at www.knollsmasterhoa.com. Along with the changes to our CCRs, our Policies and Procedures also required updating to comply with these CCR amendments and with the state of Colorado's Common Interest Ownership Act. Most importantly, you will want to review the Covenant Enforcement Policy and Collection policy which covers delinquent annual assessment collection process and fee collection process for CCR non-compliance.

Request for Committee Members

HELP! Your Board of Directors need your help in maintaining the standards that drew you to this beautiful neighborhood. Volunteers for the Architectural Review are desperately needed. Some of us who are currently serving on these committees are finding it difficult to continue without some support. We have a management company to liaison with the owners. We need your help to maintain our unique and beautiful neighborhood.

Have a safe and happy summer.

The Knolls Board of Directors

An Owner's Manual

Revised April 10, 2024

Dear Knolls Property Owner,

We are all fortunate enough to be a part of one of the greatest and greenest neighborhoods in all of the Grand Valley. By choosing to live in a subdivision with a Homeowners Association, you agreed to uphold the Declarations of Covenants and maintain the aesthetics to benefit the greater good of our neighborhood. While the Knolls Master Association governs many of our neighborhood activities, it is more appropriate to utilize and support the collectively owned, and heavily relied upon, irrigation water supply. You may best do this through adherence to the irrigation schedule and proper maintenance of your own individual irrigation system. Lot by lot, we all share in a greener neighborhood.

There are roughly one hundred four lots in our association, so each of your individual irrigation systems is equal to one share .96% (1 out of 104) of the total irrigation water supply requirement. If as few as 5 property owners in our neighborhood choose to operate outside of the irrigation schedule, this has a 4.8% effect on the water supply and may be just enough to cause damage and downtime for everyone. Our irrigation water supply was designed to provide enough water pressure to cover roughly 20 lots at one time (so, now the same 5 non-compliant property owners have roughly a 25% effect on the water supply). Therefore, an alternating schedule has been developed to spread the water demand across all of the neighborhood lots, roughly 20 lots at a time, to prevent damage to irrigation equipment.

System Overview:

There are three main components to our neighborhood irrigation supply. First, the pump house contains three water pumps, plus two that are submerged, that draw water from our irrigation ponds and pressurize the distribution lines. Second, the distribution lines consist of the main water pipes that run throughout the neighborhood to distribute irrigation water lot by lot to our individual irrigation systems. Third, your self-contained and self-maintained individual irrigation system is connected to the main lines through a main valve. After the main valve, **your individual irrigation system should have a filter, a timing device, and possibly several spigots (small valves for attaching garden hoses).**

YOU ARE RESPONSIBLE FOR YOUR SYSTEM

This entire irrigation water supply is separate from the city water supply. However, many residents may rely on city water to back up or supplement their individual irrigation needs, City water is metered and you pay for that water usage separately, so you will want to economize your city water use.

Each year, the collective irrigation water supply must be methodically started up, operated, maintained, and then shut down to prevent freeze damage. Each of you has a right to be connected to this irrigation water supply, but you are responsible to maintain your own individual irrigation system on your property in order to minimize the effect on the whole system. Regardless of the precautions, freeze damage may occur.

System Seasonal:

Spring – Staged startup of irrigation water supply then individual irrigation systems.

Summer – Water efficiently during the hottest part of the year to avoid system damage.

Autumn – Stage shutdown of individual irrigation system, then irrigation water supply.

Winter – Regardless of precautions, freeze damage may occur, therefore plan for any repairs.

Please know that when damage occurs to your individual irrigation system on your lot, you are responsible for the scheduling and the cost of those repairs to your system. This unfortunate damage is most often in the form of a broken or frozen water lines and is evident by area flooding or flowing water. Both area flooding and flowing water are not only wasteful but if left unchecked will cause greater damage through erosion and possibly property damage. **In some cases, for example, the main valve between the distribution lines and your individual system, the necessary repairs will be your responsibility but any delay in repair may jeopardize the overall system startup. In these cases, the Knolls Master Association may be required to complete the repair with an approved contractor and back charge you, the responsible Owner.**

System Startup:

The startup each year will consist of three separate stages for an efficient irrigation water supply to the neighborhood so that each individual irrigation system may be operated as early as possible in that season. Your patience for proper trouble shooting to occur in each stage will allow for a cost effective and time efficient startup. You are responsible for proper use and maintenance of your individual irrigation system. The startup may take anywhere from three days to three weeks depending on the amount of the neighborhood cooperation and any maintenance that is required.

-Stage One: Irrigation Pump House (Time required: 1 day to 1 week)

The irrigation pump house will be de-winterized and pumps started to check for any obvious freeze damage. The irrigation pump house maintenance report will be finalized. The distribution lines may not be pressurized until the pumps are operating. This stage will only take one day unless major repairs are required. During this stage, you will see water in the collection ponds, **however your individual main valve must remain closed.**

-Stage Two: Irrigation Distribution (Time required: 1 day to 1 week)

The irrigation distribution water lines will be pressurized slowly to minimize potential damage from air trapped in the empty lines. Please report any damaged distribution lines during this stage so that they may be repaired. **Please do not turn on your individual irrigation system during this stage** since water pressure variances will delay any troubleshooting and repair work that may be necessary. This stage will take only one day unless major troubleshooting is required.

-Stage Three: Irrigation Individuals (Time required: 1 day to 1 week)

Finally, after being given the final approval, you may start up on your individual irrigation system by opening your main valve. **Please check you're your filter for leaks. Please check your timing device for schedule. Please check your spigots to ensure they are turned off.**

System Schedule: Please refer to your Knolls Master Association annual letter and irrigation schedule mailed in March for the stage dates and schedule dates for your property. Please know that you are responsible for your property. Please know that you are responsible for your own repairs, any potential delay in this schedule may incur a back charge to you by the Knolls Master Association.

Systems Do's:

- Utilize city water to supplement your own irrigations needs.
- Follow the irrigation schedule for your address.
- Maintain your own individual system as appropriate.
- Utilize the Homeowners Association recommended startup/shutdown company
- Remember "righty tighty and left loosey" for all your water valves.
- Remember that valley irrigation starts around "Tax Day" and stops around "election day".
- Remember to fertilize 4x per year around Easter, Memorial Day, Independence Day and Labor Day.

System Don'ts:

- Water outside the prescribed schedule (system damage may occur).
- Delay neighborhood system by postponing your own repairs.
- Remember that startup and shutdown are staged and take several attempts.
- Hinder system troubleshooting by using irrigation water before the scheduled stage.
- Leave main valves or spigots open during startup/shutdown.
- Leave water to freeze in your individual irrigation system over the winter.

Your cooperation in assisting the Homeowners Association Board to provide an efficient irrigation water supply will protect your investment of both time and money for your landscaping. Your adherence to the covenants and your attention to maintaining your beautiful home will sustain property Knolls property values through the years. You can view the Declaration of Covenants, Restrictions and Easements, By-Laws as well as other Knolls information at www.knollsmasterhoa.com

Thank you,
Your Board of Directors

Frequently Asked Questions
The Knolls Master Homeowners Association
www.knollsmasterhoa.com

A. What is an Irrigation Emergency & Who do I contact?

- ✓ Irrigation Emergencies are uncontrolled breaks if left unchecked will result in damage to property. If you can slow or shut off a water break using your service valve, it is not an emergency and you should contact CIC Management solution at 970-549-9044 or email admin@cic-hoa.com to report your issue.
- ✓ Don Gutentag, our Landscape Liaison, can assist you with general irrigation questions and can be reached at (970) 260-3526.
- ✓ Daytime emergencies contact Bookcliff Landscaping at (970)242-7769. After-hours EMERGENCIES ONLY (970) 260-6215.

B. Who do I contact about the Irrigation System or how do I find out more about the system?

- ✓ If you have general irrigation issues or questions, such as low water pressure or an outage, contact CIC Management Solutions at (970) 549-9044 or admin@cic-hoa.com.
- ✓ Contact Dan Gutentag about general irrigation issues at (970) 260-3526.
- ✓ Refer to the Knolls Irrigation System Guide which is included in this mailing, or you can find on our website at www.knollsmasterhoa.com.

C. When am I required to submit an Architectural Request Form for Approval?

- ✓ All major additions, alterations, or deletions of landscaping visible from the street including but not limited to the expansion of driveways.
- ✓ All new building of fences, walls, canopies, or other structures visible in front of the home or above a six-foot fence.
- ✓ Any construction of structures, such as storage sheds or additions to the home.
- ✓ All exterior painting other than touch up of existing paint color.
- ✓ Any new roof other than the replacement of the original.
- ✓ All exterior security lighting with sensors.
- ✓ **NEW 2024** - Owners voted in 2023 to amend the CCRs to allow a flag pole maximum height of 12 feet and a flag no larger than 3feet by 5 feet. Location of flag pole requires approval.

Remember: The Association may require non-approved changes to be removed or corrected and failure to seek approval for a pending change constitutes a violation of these rules.

D. Does the Knolls have a specific color palette for houses and fences?

- ✓ The fences in the Knolls are stained the same color using a solid stain. The color is Sherwin Williams Monument.
- ✓ Earth tones are specified as the color palette for all homes. All exterior house colors are subject to approval by the Architectural Control Committee.

E. What MAY be done without review or approval?

- ✓ Exterior alterations within an enclosed yard and not visible over a six-foot fence. ie; landscaping decks, patio flooring.
- ✓ Minor additions or alterations to existing landscaping in the front yard.
- ✓ One FOR SALE sign and 2 election signs 30 days before an election and to be removed 1 day after the election. Signs not to exceed 18 x 24 inches.

F. Are there any other activities which require approval from the Association?

- ✓ Yes, any organized party in the Common Area

G. What are some of the most common restrictions of our community?

- ✓ **NEW!** Owners approved a ballot amendment in 2023 to revise the Covenants to prohibit short term home rentals. A minimum of one year lease is allowed.
- ✓ **NEW!** Owners approved a ballot amendment in 2023 to comply with state of Colorado Common Interest Ownership Act to allow limited xeriscaping.
- ✓ Other than a temporary visitor, vehicles must be parked in the driveway.
- ✓ Fireworks are prohibited due to fire hazard by the City of Grand Junction.
- ✓ External television, radio or other antennas are prohibited. (Small satellite dishes may be installed where not visible from the front of the home and after approval by the Architectural Review Committee (ARC).
- ✓ External window-type air-conditioning units are prohibited.
- ✓ Vegetables grown outside the perimeter fence. Only in the backyard please.
- ✓ Altering the fence. Fence repair expenses are shared by each neighbor.
- ✓ No damaged or non-operating vehicles in the driveway or street.
- ✓ Swimming in the irrigation ponds. Pond area is private property.
- ✓ No boats, trailers, non-operational, unlicensed or unregistered vehicles, campers, recreational vehicles, commercial vehicles shall be parked or stored on or adjacent to the side or back yard of any home in Filing 4, 5, 6 or 7.
- ✓ Boats or other vehicles may be parked for the purpose of loading or unloading for a period of 48 hours only.
- ✓ Motor homes may be parked for the purpose of loading or unloading for a period of 48 hours only.
- ✓ No motorized vehicles shall be allowed to park around the common areas for a period more than 48 hours.

H. Are there guidelines for the maintenance and upkeep of our properties? Yes!

- ✓ Sidewalks are not to be obstructed by shrubs, branches, tree limbs, etc. which affect the full use and safety of the sidewalk.
- ✓ All fences to be maintained in good condition, ie: no broken boards, unsightly holes, leaning or propped boards and no flaking or peeling paint.
- ✓ Fire hydrants are to be clearly visible from the street and unobstructed by shrubs, plants, trees, or any construction materials.
- ✓ Yard and house to be kept in harmony with the neighborhood. No unsightly weeds, shrubs or trees. No patchy or peeling paint/stucco.
- ✓ Shrubs and other growth should be trimmed so that it does not touch or extend beyond your own property line.

I. How do I report a possible covenant violation?

To report an alleged violation of the covenants, submit the covenant complaint form, found on the Knolls HOA website, to the Community Association Managers at CIC Management Solutions using *info@cic-hoa.com*. You may also call them at **970-549-9044**.

J. Who do I contact about my Assessments?

Contact Les McPherson for questions about your Annual Assessment billing at **970-644-5330** or *lesmcperson62@gmail.com*.

For more information about the Knolls Master Association, the governing documents, its policies and procedures and frequently asked questions, please visit the website at:

www.knollsmasterhoa.com