

**Minutes of the Board of Director's meeting  
for  
Second Jefferson Green Homeowners Association**

**August 9, 2021**

**I. CALL TO ORDER**

The meeting of the Board of Directors of Second Jefferson Green Homeowners Association was called to order at 6:30 pm by President Michael Teague. Also, in attendance were Treasurer, Jana Kosutova, Secretary, Cher Melichar; and Members at Large Ken Ayres, and Ken Kloppenborg. Debbi King represented IPM Residential Property Management. As attending Board members comprised a quorum, the meeting proceeded.

**II. HOMEOWNER FORUM**

Four homeowners attended tonight's Zoom meeting. Thank you for attending!

One of the homeowners noticed that there is still a garage door with no weather strip. Debbi let the homeowner know that they will attend to that when they come out to do other work. It's cheaper for us to wait till we have several items for the garage door people to work on. With the upcoming garage inspections, there are always some things that need to be done and they will take care of it at that time.

A Resident near Unit 9 asked about a dead tree that was recently removed from the grounds and asked whether the Board would be replanting. Funds for planting trees to replace dead ones has not been in the budget for some time. It has not been our practice to replace trees for many years. The Resident said that the people in that area have always used the area under the tree as a safe place for their children to play because they could easily keep an eye on them at play. Also, these homeowners have gotten together for special occasions under the tree and they miss having it there. The Resident asked if there would be any objection to them possibly holding a fundraiser to get money together to pay for planting another tree. The members of the current Board have no recollection of such a request ever being made in the past. President Mike Teague, commented that if they would like to petition the Board and are able to raise funds for a tree, the Board is willing to consider the replacement of the tree – there simply are no funds available at this time.

No other homeowners had any comments.

**III. APPROVAL OF July 2021 MEETING MINUTES**

The minutes for the meeting of July 12, 2021 were presented for approval via email, but not everyone approved them. Treasurer, Jana Kosutova moved that the minutes be accepted as written. President Mike Teague seconded the motion. All other members agreeing, the motion passed, and the minutes were approved.

#### IV. REVIEW OF FINANCIAL REPORT AND STATEMENTS FOR July 2021

The Financials were sent out via email prior to the meeting for Board review and were presented for acceptance. Jana commented on the large sewer bill, but there is really nothing to be done to fix that, it is simply a fact. As everyone had an opportunity to look over the financials prior to the meeting and there were no corrections or suggested, President Mike Teague made a motion that the Financials be approved as presented. Secretary, Cher Melichar seconded the motion. All remaining Board members agreed, and the motion carried with the financials being approved as submitted.

#### V. OLD BUSINESS

**A) Replacement Reserve Transfer** – pending – During the last several months the Board has been able to place funds on top of our regular amount of \$15,000 to the reserve account. This month however, we have had several large expenses due to sewer issues and Debbi King could not, in good faith, recommend making any deposit in the reserve account at this time. Fortunately, the amounts we have put in will just about offset this one not being made. The Board must always be aware that a certain level of funds need to be maintained for paying bills each month in order to take advantage of discounts wherever possible. The Board will continue to look for opportunities to place larger amounts in whenever possible.

Secretary, Cher Melichar, upon recommendation from IPM, moved to not make a deposit into the reserve fund from the operating fund this month. Member-at-Large Ken Kloppenborg seconded the motion. All other members were in favor and the motion carried.

**B) Entry Door / Stoop #76-Problem** – pending – The landscaper met with IPM and will try to relocate some sprinkler heads and the landscaper also has cut back in the amount of time this area is watered, all to help alleviate the water in this area. We also had an engineer out to look at this area. Also, we need to remove the tree right next to the building that is crushing the gutter. Landscaper is giving us an estimate to remove the tree next to the unit and the one that is crushing the gutter and to install another downspout to take the water away from the building where the land is lower. Debbi will meet with Ken Kloppenborg during the next month to go over any other possible ideas.

**C) Insurance Claim for Former owner of #156** – There are now 5 attorneys involved on this issue with this claim. The attorneys seem to agree that the case will be able to be mediated.

**D) Sewer Line repairs** – completed – there was a large sewer bill this month due to complications on two units whose sewer lines had fallen away from the main sewer line. In order to maintain the integrity of the main sewer line, the Board believes it is important to have a role in repairs and uses a company that has a long history of working with us, anytime a tie-in to the main line has to be initiated from a unit. We have found that some areas of the line, where people did not notify the Board of issues, appear to have been compromised due to the work of contractors who were unfamiliar with our system. This causes added expenses down the line when we have to make corrections to older repairs.

**E) Budget Draft** – Based on past experience, Debbi is projecting a lower amount than last year for watering. The past couple of years have shown wetter than usual Springs which is helpful to us. Debbi has also been given to understand from the Broker that Insurance is increasing as much as 7 to 8% which saves about \$3,000 over what we expected because Debbi projected \$10,000. Debbi had to add in some funds because we are getting more dead trees that have to be removed and those are costly endeavors. She still needs to find a way to cut another \$5,000.

## **VI. NEW BUSINESS**

**A) Sewer Line Repairs** – Pending – Using #75 and #74 as an example of what the HOA is able to pay for and what it does not. Through the years we have developed a good relationship with Colorado Sewer who has demonstrated that they give us a better price than other bids we've gotten in the past.

## **VII. EXECUTIVE SESSION**

Executive Session – The board entered executive session at 7:28 pm. To protect the privacy of our residents, all non-Board members are asked to leave at that time, since confidential information is discussed during this part of the meeting.

A. Homeowner Requests – no new ones this month.

B. Delinquency Report was discussed.

C. Review and approval of checks was completed via email earlier in the week.

At 8 pm Executive Session was ended.

## **VIII. ADJOURNMENT**

There being no other business to discuss, Treasurer, Jana Kosutova, moved to adjourn the meeting, Member-at-Large, Ken Ayers, seconded the motion, all members present agreed and the meeting was adjourned at 8:20 pm

### **NEXT MEETING DATE**

The next regular Board Meeting will be the Annual Meeting which will be held on **Monday, September 13, 2021 at 6:30 pm**. The Firehouse is continuing restrictions on meeting rooms and when they do resume the rent for the room has gone up to \$250. During the COVID restrictions the Board has, in fact, found that more people have attended meetings in this manner than when we met in person. With the exception of the Annual meeting, the Board would prefer to remain with the Zoom format.

All homeowners are invited to request a zoom link in order to attend prior to the meeting by contacting Debbi King with IPM.

Also, if any homeowner has something they wish to be discussed or to present to the Board, they should submit it through IPM well in advance of the meeting. These items may be

discussed at the beginning of the meeting during the Homeowners Forum. We can have enough additional people attend a ZOOM meeting to accommodate representatives from all units in the HOA. Please watch the newsletters for further instructions on how to attend these meetings.

Respectfully submitted,

A handwritten signature in blue ink that reads "Cher Melichar". The signature is written in a cursive, flowing style.

Cher Melichar, Secretary