

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

**November 8, 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 all Board members were present, the meeting proceeded.

**II. HOMEOWNER FORUM**

Mike welcomed 5 homeowners who were attending tonight's Zoom meeting. Thank you for attending!

A couple of the homeowners talked about a semi/trailer which is parked on Garrison just off of Dartmouth. The cab is parked outside the entrance to the parking lot of buildings 1 through 6 and every morning the homeowners are greeted by the smell of exhaust fumes. The semi has no trailer loaded on the back. One of the homeowners has seen a woman crawl out of the cab in her pajamas very early in the morning and is not sure if someone is living in the cab of the truck or not. That homeowner has called the police and is hoping either the board members or other homeowners would call, as well. The semi has no plates on it. Jana mentioned that she found a site you can get to online with the Lakewood authorities and upload pictures of an offending vehicle. She did that for a similar situation with a car and the day after she loaded the pictures, the vehicle was gone.

A homeowner brought up the fact that when we get to the signing of the new landscape contract whether the landscaper will be doing more work. She was noticing that some homeowners have been tending to things in the common area themselves. Debbi mentioned that we just have some homeowners who like to get out and work in the common area. Another person stated that she had also tended an area that the landscapers never seem to touch and asked if Debbi would please speak to the landscaper about including this spot when they work in the green belts next year. Debbi made a note to discuss with the landscaper.

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

The minutes for the meeting of September 13, 2021 were presented for approval via email, but not everyone approved them. Treasurer, Jana Kosutova moved to accept the minutes as presented, President, Mike Teague seconded the motion. Remaining members concurred and the motion passed.

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

The Financials were sent out via email prior to the meeting for Board review and were presented for acceptance. There were no corrections requested. Member-at-Large Ken Kloppenborg moved to accept the Financials 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 – Debbi was able to recommend that we place \$15,000 (which is greater than the amount we strive to put in each month). President Mike Teague made a motion to move \$15,000 into the reserve fund which was seconded by Member-at-Large Ken Kloppenborg. This will put us at a little over \$456,000 in the account.
- B) Entry Door / Stoop #76-Problem** – pending – This item is tied to item E with raising the sidewalk project, below.
- C) Insurance Claim for Former owner of #156** –pending – The attorney who is handling this for us feels he is starting to get through to the attorney for the plaintiff to make her realize that their claim is unfounded. The Plaintiff's attorney took the case on a contingency fee and didn't have any real understanding of how HOAs work. There are still a few legalities to get through, but at the moment, it appears the case is winding down despite some discussion about mediation. The Plaintiff's attorney has rejected any of the mediators that have been offered, to date. All the insurance companies that have covered us over the years have denied the claim as it is something that insurers just don't normally cover in an HOA situation. The Attorney seems to be understanding that the HOA is only responsible for the outside of the buildings and the common areas. We do not inspect inside walls or anything inside the units and are not responsible for it. If they have a claim at all it may be against previous owners. The attorney is hoping to be able to file a motion for dismissal in the near future.
- D) Budget Draft** – Approved – The proposed 2022 Budget has been approved by the Board.
- E) Dropped Sidewalks Replacement** – pending – The Board approved the contract for the work to be completed which will also take care of item B above on the stoop for #76 as well as raising the sunken sidewalks. We will be raising the sidewalks in a couple of areas where the walk has sunk to a level that keeps the sidewalk flooded almost continually. That contract includes replacing the stoop on # 76 which is pulling away from the foundation and causing issues with being able to open and close the door to the unit.
- F) Flag & Signage Resolution** – pending (see item G)
- G) EV Resolution** – pending The attorney is working on both these items, creating these resolutions for us and should be completed and sent to us for review very soon.

## VI. NEW BUSINESS

- A) **2022 Landscape Contract** – .The new contract includes and increase of about \$500/month, but this is the first increase in 3 or 4 years and the Board agreed to accept the contract. President, Mike Teague made a motion to accept the landscaping contract. Treasurer, Jana Kosutova seconded the motion.
- B) **Building 19 Gutter Replacement** – This is where the tree had been growing next to the building and we couldn't tell till the tree was removed that it actually crushed the gutter. A quick repair was made to do what they could, but that section is going to have to be replaced or it's going to leak. This was approved through email business during the month except for two Board members who agreed to the replacement during the meeting.
- C) **Building 41 – Exterior Building West Side** – The Board will defer the approval on the acceptance of the painting project because it looks like it is still in process. The paint had been faded/discolored and the sides of the building didn't match the west side. It was agreed to repaint, but it appears they only got to the sanding part and the painting is not yet complete.
- D) **2021-2022 D & O Insurance Renewal** – Pending. This one was mostly approved during email business during the month and went up only \$64. The remaining Board members approved the expenditure.
- E) **2021-2022 Liability and General Insurance** – Pending – We had budgeted a 10% increase for the liability and general insurance and it came in at 4.7% increase. We were very fortunate to be able to get the rate we did and Debbi would like to answer quickly to bind the offer. President, Mike Teague moved to accept the proposal for renewing the liability and general insurance as presented, and Secretary, Cher Melichar, seconded the motion. There were no dissenting votes and the motion carried. Debbi did point out that we could purchase an additional \$2 million in the umbrella for \$2,000 more for the year if we wanted. The Board decided not to expend the extra money at that point.

## VII. EXECUTIVE SESSION

Executive Session – The board entered executive session at 7:00 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 – A design was submitted for new windows replacement. Another design for a new door was submitted. These were both approved during the month through email.
- B. Delinquency Report was discussed.
- C. Review and approval of checks was completed via email earlier in the week.

At 7:15 pm Executive Session was ended.

## VIII. ADJOURNMENT

There being no other business to discuss, Secretary, Cher Melichar, moved to adjourn the meeting, Member-at-Large, Ken Kloppenborg, seconded the motion, all members present agreed and the meeting was adjourned at 7:17 pm

### NEXT MEETING DATE

The next regular Board Meeting will be the Annual Meeting which will be our Annual Meeting to be held on **Monday, December 13, 2021 at 6:30 pm via Zoom**. The Firehouse has some continuing restrictions on meeting rooms and room rental has gone up to \$250 for the very small room we used in the past. 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 possible exception of the Annual meeting, the Board has agreed to remain with the Zoom format. Due to an uptick in Covid cases in 24 states, including Colorado – the hospitals are again being overrun with cases. The Board believes it will be safer and healthier for everyone to have the annual meeting held in 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.

**YOU ARE NOT REQUIRED TO PURCHASE THE ZOOM PROGRAM TO PARTICIPATE IN A ZOOM MEETING.**

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,



Cher Melichar, Secretary