

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

**January 10, 2022**

**I. CALL TO ORDER**

In the absence of President Michael Teague, the meeting of the Board of Directors of Second Jefferson Green Homeowners Association was called to order at 6:31 pm by Treasurer Jana Kosutova. Also, in attendance were Secretary, Cher Melichar; and Members at Large Ken Ayres and Ken Kloppenborg. Debbi King represented IPM Residential Property Management. As the Board members present represented a quorum, the meeting proceeded.

**II. HOMEOWNER FORUM**

There were two homeowners in attendance, but they had no issues to bring up at this meeting.

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

The minutes for the regular meeting of December 13, 2021, were presented for approval. Treasurer, Jana Kosutova moved to accept the minutes as presented, Member at Large Ken Kloppenborg seconded the motion. Remaining members concurred and the motion passed.

The minutes from the Annual meeting from December 13, 2021, were approved for posting. In accordance with our regulations, the actual content of the minutes from the Annual meeting will not be approved until the next Annual meeting in 2022. Member-at-Large, Ken Kloppenborg, moved to approve the Annual Meeting minutes from December 2021 for posting on the website. The motion was seconded by Treasurer, Jana Kosutova. All remaining members were in favor of the posting and the motion carried.

**IV. REVIEW OF FINANCIAL REPORT AND STATEMENTS FOR DECEMBER 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. Treasurer, Jana Kosutova 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 – As Treasurer, Jana felt that we are not in a position this month to make a transfer to the Reserve account due to the additional

legal expenses. Debbi was in agreement. We will wait to see how January goes and hope there is not too much snow.

- B) Insurance Claim for Former owner of #156** –Pending – The attorney who is handling this for us stated that the Plaintiff's attorney is working on the final release. The Plaintiff Attorney seems to finally 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. Our attorney waiting to receive the Release Agreement so they can review and make their recommendation.
- C) Flag & Signage Resolution** – pending and both this item and item D had a few more questions answered by our attorney and Debbi will send out the most current revisions and responses via email.
- D) EV Resolution** – pending - (see item C above).
- E) Building 41 – Exterior Building – west side** – this is for painting the west side where the paint was peeling off and the garage doors. Everyone approved his via email except for Ken Kloppenborg and Ken Ayers who added their approval at the meeting, resulting in a unanimous approval. Debbi will inform the vendor they are cleared to begin work. B
- F) Building #39 – Tree overhanging building** – We had Nacho take a look at the tree and he said the tree itself is very healthy. But there is one low-lying branch that is not doing well, and he will remove that. Debbi asked Nacho to just plan on checking the gutter for cleaning a little more often. Removing this unhealthy limb may also make a difference in how often we have to clean the gutter.
- G) ET Contract** – This is for the three-year contract to upgrade the software for the irrigation system. This updates the irrigation clock and the moisture recognition in the entire system. By signing the extended contract, the next upgrades 4G and 5G will be included as well as anything else that comes up during the contract period. This will save us money in the long run as to upgrade every time anything changes has proven to be more costly. Jana Kosutova and Cher Melichar are the only two who have approved it so far. Ken Kloppenborg and Ken Ayers added their approval. Debbi will email Mike to get his vote and then we can move forward with this.

## **VI. NEW BUSINESS**

- A) Common Area Lighting** – All Phase is getting us a quote and then Debbi must find one more company for another quote. If the Board would like to meet and walk the property, she will meet us and point out where they had suggested to hang the lights on the buildings to provide the best light coverage. It looks like the illumination will be better than they were with the pole lights. Most of the lights would be located on the corners of the ranch units. There is a pole light where the electricity is no longer going to the pole light itself. Debbi suggested that rather than trenching to try to rewire it, we use that building as a test to place lights on the corner of the building to see how well this will work. The fixture would have two lights pointing in different directions to enable the most light to shed in the area. The lights will have motion detectors with photocells so the

lights will be set to activate by motion when the sun goes down. This could potentially save us a lot of money over the pole lights and yet give us better lighting.

- B) Newsletter** – This was approved by all board members except for Mike and Jana. Jana asked if we were putting information in about having homeowners to check to see if their insurance company would have a policy which would help cover costs of special assessments for big projects. So far, the ones Debbi has uncovered have so many loopholes because they take into consideration the age of the buildings and many other exceptions, that it makes it a waste to be spending money on the policy. She is continuing to investigate this, however, as she has heard rumors that there may be such insurance available. If she can find something with solid information on such a policy, she will then share that with our community. Jana and Mike were the last people needing to approve it. Jana gave her approval which made for a majority of the Board so the newsletter will be sent out right away. Fortunately, we are getting more email addresses for dispensing the newsletters which saves money in postage. The newsletter is always also posted on our website.
- C) Dog Run / tethering in 3 ft. Rocked Area** – Ken Kloppenborg had asked if we could add this to the agenda. Since it is expressly forbidden to tether a dog or let it run loose in the common area, he wondered if this might present a solution. Cher Melichar mentioned that when she and her family initially moved into their unit, the former owners had left a tethering post in their 3-foot area, and they were told they had to remove it as it was not allowed. She cautioned that perhaps we need to look over the decs again to see if that was still the case. Some owners do leave their dogs out on their decks, which is not a problem unless the dog is menacing. The 3-foot areas next to the unit are intended for planting flowers by the unit owners.
- D) Fire Contingency Plan** – This had been added to the agenda in light of the big wild grass fires up north. We have the natural grass areas which don't receive regular watering because they can survive without it. Nevertheless, in dry periods, they could present more of a hazard. Debbi reminded us that Nacho had suggested cutting the native grass more often to include at least three annual cuttings: late spring/early summer, again at mid-summer (which we don't necessarily do at this time), and again at the end of summer. Dependent upon necessity, even one more cutting in mid-autumn could be advisable. This would help get rid of the higher grasses becoming tinder for fire. Nacho had pointed out that this could also help control the thistles because they would be cut before they go to seed and spread. Jana asked that we remind the landscapers to keep the 3-foot pathway cut back. It got pretty overgrown last year. Debbi will add this to her list of things to discuss with Nacho at the beginning of the season. Ken Kloppenborg suggested that we might try running the entire system full stop as a test in case there might be a need to wet everything down at once to see if the system can handle it in an emergency situation.

## VII. EXECUTIVE SESSION

Executive Session – The board entered executive session at 7:07 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** – None requested.
- B. **Delinquency Report** was discussed.
- C. **Review and approval of checks** was completed via email earlier in the week.

At 7:20 pm Executive Session was ended.

## VIII. ADJOURNMENT

There being no other business to discuss, Member-at-Large, Ken Kloppenborg, moved to adjourn the meeting, and Member-at-Large Ken Ayers, seconded the motion, all members present agreed, and the meeting was adjourned at 7:22 pm

### NEXT MEETING DATE

Next month the Regular Meeting will be held on **Monday, February 14, 2022, at 6:30 pm via Zoom**. 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, when and if Covid concerns subside, the Board has agreed to remain with the Zoom format.

All homeowners are invited to request a zoom link 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