

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

**July 11, 2022**

**I. CALL TO ORDER**

The regular meeting of the Board of Directors of the Second Jefferson Green Homeowners Association was called to order on July 11<sup>th</sup> at 6:32 pm by President Michael Teague. Also, in attendance were Treasurer, Jana Kosutova; Secretary, Cher Melichar; and Member-at-Large Ken Ayres. Debbi King represented IPM Residential Property Management. Ken Kloppenborg was absent for this meeting, being out of town on business. As the Board members present represented a quorum, the meeting proceeded.

**II. HOMEOWNER FORUM**

We had four Homeowners attending the meeting with us this evening. (We would love to see more homeowners attend). You do not need to purchase a Zoom account in order to participate in a Zoom meeting. Please see the note at the end of the minutes describing how you can be present in our zoom meetings.

Although Debbi did ask the landscapers to readjust sprinklers in one homeowner's area, we learned this had not been accomplished. Debbi will address this with the landscaper to see that it gets done. There were no other comments from homeowners at this meeting.

**III. APPROVAL OF June 2022 MEETING MINUTES**

The minutes were sent out earlier in the day. President, Mike Teague, moved to approve the minutes as submitted, Member-at-Large, Ken Ayers, seconded the motion. All remaining members concurred and the motion for approval of the minutes passed.

**IV. REVIEW OF FINANCIAL REPORT AND STATEMENTS FOR June 2022**

The Financials were sent out via email prior to the meeting for the Board members to review and were presented for acceptance.

President, Mike Teague, moved to accept the financial report as presented by IPM and Treasurer, Jana Kosutova, seconded the motion. All were in favor of the motion and approval ensued.

**V. OLD BUSINESS**

**A) Replacement Reserve Transfer – Pending –** Debbi recommended that we move \$20,000 into the reserve account this month. Secretary, Cher Melichar, therefore, moved that funds in the amount of \$20,000 be directed into the Replacement Reserve Fund, President, Michael Teague, seconded the motion and there being no objections, the motion carried.

- B) Insurance Claim for Former owner of #156** –The lawsuit was settled and the Judge just has to sign it. Since he’s been pressing for it to be submitted, we expect him to sign it in short order. The HOA pays nothing, but there is a non-disclosure clause in the agreement. To read what IS available to be discussed/passed along, see the minutes from the June 2022 meeting which has now been posted on the Jefferson Green II Website.
- C) Common Area Lighting** – Pending. The Board chose the least expensive bidder for the new lighting, specifying they are being selected at this time, just for the test unit. We asked that vendor to mount two of the fixtures on the exterior of the building containing Unit 116 as the test unit. Debbi King had to come out and meet them because the installers did not seem to understand anything regarding the scope of their assignment. Ken Ayers joined Debbi in explaining to the installers what they were supposed to do. The installer had not met with the vendor who submitted the bid, so Debbi had to explain the entire thing all over again. By that time the Vendor called and said he had to pull people off the job to complete another job they were working on. Debbi pressed for a date of completion, they said they would come out by the end of July. These will be mounted on the outside of Unit 116 and then we can see which of the two fixtures works best and see if we need to modify exactly how they are mounted for the best cover and least intrusion on other units. Homeowners are invited to take a look once the fixtures are mounted on the building and email comments (good or bad) to IPM for Debbi to share with the Board.
- D) Camera Policy resolution** – The final version of the Camera Policy was sent to the Board during the month. Debbi is going to have a discussion with the Attorney because they are saying there are still a couple of conflicts with our rules and regulations.
- E)** Debbi reported on the class she attended regarding the new HOA laws in the legislation that Colorado’s Congress recently passed, then signed by Governor Polis. She sent a synopsis of the class she attended to the Board earlier in the month. It appears there will most likely be some challenges to parts of the legislation and there are some other bills that were signed that will have further repercussions to HOAs. Debbi will let us know when the next class is being held.

## **VI. NEW BUSINESS**

- A) GFL (Green for Life [trash removal] renewal contract for 2022-2023):** The contract for next year’s trash collection is in Mike Teague’s hands for signing. The Board felt GFL has done a good enough job that we would like to renew it. Secretary, Cher Melichar, moved to renew the contract for next year, seconded by Treasurer, Jana Kosutova. Remaining Board members approved and the motion carried.
- B) Damaged Roof Vents/Flashing Project:** We now have 4 estimates for repairs on the roofing that were not adequately addressed the last times the roofs had to be replaced due to hail damage. The roofs were replaced in 2016 because of hail and then we had an insurance claim two years prior for the same reason. The insurance carrier in 2016 would not pay to replace all the vents in the roofs at that time. The HOA did not have the money to do it and was trying to avoid a special assessment. At this point inspections show that if we had another major hail storm, the roofing tiles would probably survive, but the vent areas have deteriorated to the point that there could be a real probability of failures in the majority (if not all) of the roofs on all 42 buildings. The

estimates all include pictures to show the damage that has been incurred just from rain and light hail in the years since the roofs were replaced. Only certain vents, called turtle vents, were approved for replacement by the insurance company. It is vital that the other vent repairs be completed and should be done soon.

- C) Parking Lot Remove/Replacement Project** – Because the HOA has tried to be proactive in replacing low-lying and/or shifting sidewalks through the years as trip hazards and flooding was identified, we are not in as bad a position as Jefferson Green I was when they had to do all their parking lots/sidewalks at one time. The Board is investigating parking lot refurbishment to occur in phases, with the hope of avoiding an exorbitant special assessment, if indeed, we end up needing to do one at all. For budgeting purposes for 2023, certain parking lots are in worse condition than others and we would look at tackling the worst one or two first. Lots 1 & 2 would most likely be the first ones to be worked on. Lot 5 is the next worst, Lots 3 & 4 could probably hold until the third pass and, finally, Lot 6 would be refurbished.
- D) 2023 Budget Draft #1** – TBD – The Board will have a special meeting to work on the 2023 budget prior to the next meeting.

## VII. EXECUTIVE SESSION

**Executive Session** – The Board entered executive session at 7:17 pm. To protect the privacy of our residents, all non-Board members are asked to leave at this time, since confidential homeowner financial information is discussed during this part of the meeting.

- A. **Homeowner Requests** – Homeowner requested the Board to waive late fees. This homeowner, generally pays ahead and uses up what is paid and then pays more ahead. She forgot to call this time and plans to pay ahead again. The Board agreed to waive late fees as she is usually paid ahead. There were no other requests.
- B. **Delinquency Report** was discussed. The new law is requiring a lot more time to prepare and more expense to send out notices for everything in multiple ways (i.e., regular mail, certified mail, email, AND hand delivery to the unit in question.
- C. **Review and approval of checks** was completed via email earlier in the week.

At 7:44 pm Executive Session was ended.

## VIII. ADJOURNMENT

As usual, there was a short discussion regarding upcoming projects and bids to be solicited or pending for those projects. Following this brief discussion Treasurer, Jana Kosutova, moved to adjourn the meeting with President, Michael Teague, seconding the motion. There being no further business to discuss everyone else agreed and the meeting was adjourned at 7:47 pm

Respectfully submitted,



Cher Melichar, Secretary

## **NEXT MEETING DATE**

The next meeting will be held on **Monday, August 8, 2022 at 6:30 PM via Zoom link.**

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

**Please note: YOU ARE NOT REQUIRED TO PURCHASE THE ZOOM PROGRAM TO PARTICIPATE IN A ZOOM MEETING. You only need to have the Zoom link to be able to attend.**

If any homeowner has something they wish to be discussed or to present to the Board, they need to submit it through IPM in advance of the meeting. **In accordance with the new laws, you must let Debbi know prior to the meeting if you would like to speak during the Homeowners Forum at the beginning of the meeting.** We are able to accommodate enough people to attend a ZOOM meeting that representatives from all units in the HOA could attend all Board meetings. Please watch the newsletters for further information on how the new laws may affect the HOA and how it operates.