

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

**February 13, 2023**

**I. CALL TO ORDER**

The regular monthly meeting of the Board of Directors of the Second Jefferson Green Homeowners Association was called to on February 13, 2023, at 6:32 pm by President, Michael Teague. Other members in attendance were Treasurer, Jana Kosutova; and Members-at-Large Ken Ayres and Ken Kloppenborg representing the Board. Debbi King represented IPM Residential Property Management. All other members of the Board being present and constituting a quorum, the meeting proceeded.

**II. HOMEOWNER FORUM**

There were two (2) Homeowners attending the meeting this evening.

President Mike Teague opened the floor to any homeowners who had questions or comments they would like to have addressed. One homeowner asked about 3 pole lights out in the area. Debbi will have these inspected again and try to get them working as soon as possible.

**III. APPROVAL OF JANUARY 2023 MEETING MINUTES**

The minutes for January were previously sent out via email for review, and were approved.

**IV. REVIEW OF FINANCIAL REPORT AND STATEMENTS FOR JANUARY 2023**

The Financials are sent out via email prior to the meeting to allow the Board members to review ahead of time. These were presented for acceptance.

President, Michael Teague, moved that we approve the financials as for the month of January 2023. Treasurer, Jana Kosutova, seconded the motion, all other members present agreed, and the motion carried.

**V. OLD BUSINESS**

**A) Replacement Reserve Transfer – Pending –** Debbi recommended a transfer of \$15,000 to the Reserve fund this meeting. President, Michael Teague moved to approve the transfer as recommended. Member-at-Large, Ken Kloppenborg seconded this. Remaining members agreed and there being no objections, the motion to approve the fund transfer passed.

**B) Common Area Lighting – Pending –** President, Michael Teague moved to approve the most recently installed lighting fixtures with dimmable light bulbs and to move forward with the lighting replacement project as planned for Lots #1 and #2 for 2023. Member-at-Large, Ken Kloppenborg seconded the motion, all other members present agreed and the motion

carried. Debbi will contract SJO Electrical to confirm contract pricing for any necessary price revisions at this time.

- C) Parking Lot Removal/Replacement Project/Trash & Recycle bin areas** – Pending – HOA Board members are scheduled to meet with asphalt contractors Tuesday morning beginning 10 a.m.
- D) Sidewalk Repairs:** - Pending –Debbi will have to solicit some more bids for repairing these low areas where sidewalks have been sinking in the Spring.
- E) Parking Enforcement Change** – Pending - President, Michael Teague moved to approve the contract as presented by Colorado Advanced Patrol to begin the parking enforcement. Treasurer, Jana Kosutova, seconded the motion, all other members present agreed, and the motion carried.
- F) Main Water Supply Isolation Valves** – Board determined it best to wait until Spring and cleared weather to rent high-powered metal detector to search for missing isolation valve.
- G) Snow Removal Liability** – President, Mike Teague motioned to amend the Boards decision last month and have snow removal continued on all original entry stoops, modified decks and connecting sidewalk, Member-at- Large, Ken Kloppenborg seconded the motion, all other members present agreed, and the motion carried.
- H) Broken Water Main Insurance Claim** – Pending – Claim has been filed with HOA's insurance carrier.

## **VI. NEW BUSINESS**

- A) 2023 Landscape Maintenance Contract** – Pending - President, Michael Teague, moved that we approve the Landscape Contract for 2023. Treasurer, Jana Kosutova, seconded the motion, all other members present agreed, and the motion carried.
- B) 2023 Pool Contract – Action pools** - President, Michael Teague moved to approve the contract as presented. Member-at-Large, Ken Kloppenborg seconded this. Remaining members agreed and there being no objections, the motion to approve

## **VII. EXECUTIVE SESSION**

**Executive Session** – The Board entered Executive Session at 7:30 pm.

- A. Homeowner Requests** – No homeowner requests this meeting. Debbi has been sending out applications for people seeking to install handrails but all projects on hold at this time.
- B. Delinquency Report** – Discussion occurred; no action was taken.
- C. Review and approval of checks** was completed via email earlier in the week and month.

At 8:00 pm Executive Session was ended.

#### **VIII. ADJOURNMENT**

As all issues on the current agenda were completed, President Mike Teague, moved to adjourn the meeting. Member-at-Large Ken Ayres seconded the motion. There being no objection the meeting was adjourned at 8:00 pm

Respectfully submitted,

Debbi D. King, IPM Residential, LLC

#### **NEXT MEETING DATE**

The next regular meeting of the Second Jefferson Green HOA will commence on **Monday, March 13, 2023, at 6:30 PM via Zoom link** All homeowners are invited to request a zoom link prior to the meeting by contacting Debbi King with IPM.