

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

February 12, 2024

I. CALL TO ORDER

The regular monthly meeting of the Board of Directors of the Second Jefferson Green Homeowners Association was called to order on February 12, 2024, at 6:30 pm by President, Michael Teague. Other members in attendance were Treasurer, Jana Kosutova , Secretary, Alma Hernandez, Members-at-Large Ken Ayres and Ken Kloppenborg. 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 three (3) Homeowners attending the meeting this evening.

President, Michael Teague opened the floor to any homeowners who had questions or comments they would like to have addressed and no questions or comments were made at this time.

III. APPROVAL OF JANUARY 202 MEETING MINUTES

A) The minutes for January 2024 were previously sent out via email for review and fully approved.

IV. REVIEW OF FINANCIAL REPORT AND STATEMENTS FOR JANUARY 2024

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

Member-at-Large, Kenneth Kloppenborg moved to accept the financials as presented, and President, Michael Teague seconded the motion, all other members present agreed, and the motion carried.

V. OLD BUSINESS

A) Replacement Reserve Transfer – Pending – Debbi did recommend a transfer of \$32,000 to the Reserve fund this meeting. President, Michael Teague moved to approve the transfer as recommended, and Member-at-Large, Kenneth Kloppenborg seconded the motion, all other members present agreed, and the motion carried.

B) Common Area Lighting – Completed –Lighting replacement project currently budgeted for Bldgs. #14 - #18; #21-#22 and Bldgs. #23 – Bldg. #32 in 2024.

C) Sidewalk Repairs: - Pending –Debbi presented an estimate from ASanchez in comparison to the previous Brown Brothers estimate which was approximately one-third the cost. . President, Michael Teague moved to approve the ASanchez contract, and Member-at-Large, Kenneth Kloppenborg seconded the motion, all other members present agreed, and the motion carried

D) Main Water Supply Isolation Valves – Tabled for 2024.

E) 2024 Lot #4 and #6 Parking Lot Repairs – Pending –Debbi presented Board with Brown Brother estimate via email. Board members unanimously approved. Contract signed and project is being scheduled for Spring.

F) 2023 Building/ Garage Inspections – Completed –Debbi has completed second round of Violation Notifications and is currently following up on previously sent for further action including fines. Debbi shared updated spreadsheet with Board.

G) Garage Door Replacement Project – Tabled – Board wants to continue discussion of this project at a later time.

H) Special Assessment – Approved and Completed– Second Special Assessment Meeting held 1-19-2024. Quorum required 49 homeowners present and/or via proxy. Actual attendance resulted in 92 present and/or via proxy. Seventy (70) Written Ballots received by due date. Yes votes – 60 vs. No votes – 10 – Special Assessment was approved and Board did determine this could be paid all at one time due March 31st or broken into 10 - \$125/mo. per unit payments to begin February 1st.

I) Replacement Reserve Study 2024 – Approved and Contract signed. Projected 9-week time frame for project.

J) Pool Cabana Support Post Repair – Completed.

VI. NEW BUSINESS

A). Proposed Irrigation Changes for Water Savings – Pending – Nacho recommended to cap off all irrigation to the trail and natural grassed areas. This should result in better pressure for remainder of each zone and less water usage allowing to decrease watering times and days in keeping with water restrictions. President, Michael Teague moved to approve the ASanchez recommendation, and Member-at-Large, Kenneth Kloppenborg seconded the motion, all other members present agreed, and the motion carried

B). Action Pools – Pending – Contract presented to Board for review and approval. President, Michael Teague moved that we approve the contract, Member-at-Large, Kenneth Ayers seconded the motion, all other members present agreed, and the motion carried.

C). Roof Repair – Pending - Contract presented to Board for review and approval. President, Michael Teague moved that we approve the proposed ACI repair contract, Member-at-Large, Kenneth Kloppenborg seconded the motion, all other members present agreed, and the motion carried. Debbi will communicate with HOA Attorney regarding Limited Common Element of Fireplace Chimney vent to better determine if HOA or Homeowner expense responsibility.

D). Garage Deadbolt – Revisited – Homeowners have proposed to install recommended specific deadbolt in Garage Man Door and key to already existing Garage Man Door key with other Resident units' approval at owner expense. President, Michael Teague moved that we approve the proposed deadbolt installation plan, Secretary, Alma Hernandez seconded the motion, all other members present agreed, and the motion carried.

VII. EXECUTIVE SESSION

Executive Session – The Board entered Executive Session at 7:00 pm.

A. Homeowner Requests – Three Windows/Doors replacement requests approved via emails this month. Late Fee to be waived request approved via emails.

B. Delinquency Report – Board reviewed and discussed January Delinquency Report.

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

At 7:21 pm Executive Session was ended.

VIII. ADJOURNMENT

As all issues on the current agenda were completed, President, Michael Teague, moved to adjourn the meeting. Member-at-Large, Kenneth Kloppenborg seconded the motion. There being no objection the meeting was adjourned at 7:21 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 11, 2024, 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.