SECOND JEFFERSON GREEN HOMEOWNERS ASSOCIATION

Board of Directors Meeting Minutes

Date: Monday, July 13, 2026
Time: 6:31 p.m.
Location: Zoom Meeting

---

1. Call to Order

President Michael Teague called the regular meeting of the Board of Directors to order at **6:31 p.m.**

Board Members Present

- Michael Teague, President
- Jana Kosutova, Treasurer
- Alma Hernandez, Secretary
- Ken Kloppenborg, Member-at-Large

Board Members Absent

- Michelle Burns, Member-at-Large

Management Present

- Debbi King, IPM Residential Property Management

A quorum was established, and the meeting proceeded.

---

2. Homeowner Forum

Homeowners in Attendance: 8

The following homeowner concerns were presented:

- Request to remove the dead tree near a resident's unit as soon as possible.
- Inquiry regarding the schedule for spraying trees to control pests.

---

3. Approval of Previous Meeting Minutes

June 2026 Board Meeting Minutes

The June meeting minutes had been distributed to the Board prior to the meeting.

Motion: Michael Teague moved to approve the June 2026 meeting minutes as presented.
Second: Ken Kloppenborg

Vote: Motion carried unanimously.

---

4. Financial Report

The June 2026 financial statements were distributed prior to the meeting and reviewed by the Board.

Motion: Michael Teague moved to approve the June 2026 financial statements as presented.
Second: Jana Kosutova

Vote: Motion carried unanimously.

---

5. Old Business

A. Reserve Fund Transfer

Management recommended transferring **$20,000** to the Reserve Fund.

Motion: Michael Teague moved to approve the transfer.
Second: Alma Hernandez

Vote: Motion carried unanimously.

Status: Approved

B. Building Siding Replacement

The first Special Homeowner Meeting was held on **July 9, 2026.**

Attendance

- 46 units represented in person
- 11 proxies received
- Required quorum: 101 units

Because quorum was not achieved, no official vote could be conducted.

The contractor presented the project and answered homeowner questions.

The meeting adjourned at **8:00 p.m.**

Management will coordinate scheduling a second Special Meeting after the required 60-day waiting period and provide homeowner notice in accordance with the Association's governing documents.

Status: Pending

C. Garage Lighting

The contractor completed installation of all garage light fixtures except two damaged fixtures.

Replacement fixtures have been ordered and will be installed once received.

Status: Pending

D. 2026 Community Yard Sale

Michelle Burns reported that the updated event signs have been received and installed but require minor repositioning.

Additional event planning includes:

- Bouncy house
- Possible face painting

The Board approved **$300** for the bouncy house rental.

Status: Pending

E. Water Main Shut-Off Valves

The Board discussed ongoing concerns regarding homeowner shut-off valves that are not functioning properly.

Board Direction

- Homeowners will be given **six (6) months** to locate, inspect, and ensure their shut-off valve is operational.
- Following the compliance period, the Board intends to inspect all valves.

Management reported that Mile High Mechanical estimated an average replacement cost of **$3,500 per valve**, if replacement is necessary.

Homeowners may obtain independent estimates or request contractor recommendations from management.

Management will prepare a homeowner notice outlining requirements, deadlines, and the Board's inspection process.

Status: Pending

---

6. New Business

A. Irrigation Timers and Lock Installation

The Board reviewed the contractor's proposal to:

- Replace all irrigation timers
- Install locks on all irrigation control boxes

Contract Amount: $11,800

Motion: Michael Teague moved to approve the proposal as presented.
Second: Ken Kloppenborg

Vote: Motion carried unanimously.

Status: Approved

---

7. Executive Session

The Board entered Executive Session at **6:55 p.m.**

A. Homeowner Requests

The Board approved:

- Late fee waivers for Units **#60, #72, #108, #165, and #167**
- Heat pump request for **Unit #118**
- Window request for **Unit #50**

B. Delinquency Report

The Board reviewed and discussed the June 2026 Delinquency Report.

C. Check Register

Review and approval of checks were completed via email earlier in the week.

Executive Session concluded at **7:19 p.m.**

---

8. Adjournment

There being no further business, the meeting was adjourned.

Action Items

Item	Responsible Party	Status
Transfer $20,000 to Reserve Fund	Management	Approved
Schedule second siding Special Meeting	Management	Pending
Install remaining garage light fixtures	Contractor	Pending
Finalize Community Yard Sale preparations	Board	Pending
Draft homeowner letter regarding shut-off valves	Management	Pending
Replace irrigation timers and install locks	Contractor	Approved

---

Respectfully Submitted

Debbi D. King
IPM Residential, LLC

Next Board Meeting

Monday, August 10, 2026
6:30 p.m.
Via Zoom

Homeowners may request the Zoom meeting link by contacting Debbi King at IPM Residential before the meeting.