SECOND JEFFERSON GREEN HOMEOWNERS ASSOCIATION

Board of Directors Meeting Minutes

Date: Monday, August 10, 2026
Time: 6:31 p.m.
Location: Zoom Meeting

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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
- Michelle Burns, Member-at-Large

Board Members Absent

- none

Management Present

- Debbi King, IPM Residential Property Management

A quorum was established, and the meeting proceeded.

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2. Homeowner Forum

Homeowners in Attendance: 5

The following homeowner concerns were presented:

- Question of how new contractors are vetted.
- Trash bins are being switched around so recycling is not where it should be.

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3. Approval of Previous Meeting Minutes

July 2026 Board Meeting Minutes

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

The meeting minutes were unanimously approved via email this period.

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4. Financial Report

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

Motion: Michael Teague moved to approve the July 2026 financial statements as presented.
Second: Kenneth Kloppenborg

Vote: Motion carried unanimously.

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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 Second Special Homeowner Meeting will be held on **October 6th, 2026.**

Attendance

Management will 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.

Replacement fixtures have been received and stored in the cabana.

Status: Completed

D. 2026 Community Yard Sale

Michelle Burns reported that the updated event signs have been received and installed.

Additional event planning includes:

- Bouncy house -
- Possible face painting

Motion: Michelle moved to approve Face Painting

Second: Alma Hernandez

The Board approved allow face painters

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

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6. New Business

A. 2027 Landscape and Snow Removal Contracts

The Board reviewed the contractor's new contracts:

- 2027 - Landscaping
- 2026-2027 Snow Removal

Contract Amount: $5,500/mo. Landscaping

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

Vote: Motion carried unanimously.

Status: Approved

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7. Executive Session

The Board entered Executive Session at **7:15 p.m.**

A. Homeowner Requests

The Board approved:

- none

B. Delinquency Report

The Board reviewed and discussed the July 2026 Delinquency Report.

C. Check Register

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

Executive Session concluded at **7:45 p.m.**

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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

Item	Responsible Party	Status
Draft homeowner letter regarding shut-off valves	Management	Pending
Draft Letter for Second Special Meeting	Management	Pending

Respectfully Submitted

Debbi D. King
IPM Residential, LLC

Next Board Meeting

Monday, September 14, 2026
6:30 p.m.
Via Zoom

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