

SECOND JEFFERSON GREEN HOMEOWNERS ASSOCIATION

Board of Directors Meeting

August 10, 2009

- I. **Call to Order** - The Regular Meeting of the Board of Directors of the Second Jefferson Green Homeowners Association was held on Monday, August 10, 2009 at the Pool Cabana. The meeting was called to order at 6:00 PM by the President of the Board, Tom Girard.
- II. **Roll Call** - Board members in attendance were: Tom Girard, Jaeson Lokatys, Karen Wildenstein Trish Harris and Penny Larmore.
- III. **Homeowner Forum** – The following items were addressed: Parking issues regarding owners or tenants not parking in their assigned spaces; the cost to replace the irrigation system, pruning of trees and bushes, and if an insurance claim had been made due to the damage from the hail storm. It was noted that a claim had been filed and the adjuster had been out to the property.
- IV. **Guest Presentations**
 - A. **Irrigation System** – Steve Linnenberger with Landscape Consultants joined the meeting to further address the replacement of the irrigation system. He reviewed the estimated payback amount from Denver Water although he needs to work with them as he feels their projected numbers are low. Denver Water will also provide assistance for the design of the new system. Steve stated that the new system could be installed in 3 phases and that each phase would take approximately 2 months to install. Rebates are paid over a period of 5 years once a phase has been installed.
 - B. **Work by Public Service Co.** – Jim Arbuckle with Public Service Company attended the meeting to discuss the pending replacement of lines throughout the property. It was noted that easements are in place and maps were provided as to where the boring would take place. Work is to be done in September and will take approximately 10 working days.
 - C. **Decks** – Jon Stanbaugh, Project Manager with Reconstruction Experts discussed with the Board the condition of the decks of all the buildings; how the decks would be rebuilt as well as timing. It is their recommendation that 15-20 of the decks be done in 2009 and the others could be phased in over time. Materials to be used on

the decks would be treks rather than treated wood. Estimated cost for each deck is approximately \$1,700.

- V. **Minutes** - The Minutes from the July 13, 2009 meeting were presented. There being no additions or corrections noted, Penny Larmore moved to approve the minutes as amended; Jaeson Lokatys seconded. Motion was unanimously approved.

- VI. **Financial Report**
 - A. **July Financial Statements** - Trish Harris reviewed the financial statements for the period ending July 31, 2009. It was noted that the operating account had a month end balance of \$3,791 and reserve funds totaled \$111,678. A total of \$26,479 was due to the Association at the end of July as a result of delinquent accounts. Trish Harris moved to accept the July 2009 financial statements as presented; Tom Girard seconded. Motion carried unanimously.

 - B. **Legal Status Report** - The legal status report was reviewed. No questions were addressed at this time.

- VII. **Homeowner Correspondence**
 - A. **Request for Reimbursement** – The owner of Unit 108 is requesting reimbursement for the repairs to her deck. Total request is for \$219.29. after a review of the expenses incurred, it was the consensus of the Board of Directors to approve the request.

 - B. **Violations at Unit 136** – The response from the owner regarding the many violations at Unti 136 were reviewed. It was noted that complaints regarding this unit continue to be received and letters continue to be issued which include encroachment of the garage space so the adjoining tenant cannot park in the garage, parking in the fire lane, inoperable vehicle, welding on the property, oil stains on both sides of the garage, no access through the garage.

- VIII. **Unfinished Business**
 - A. **Rules and Regulations** – No information was reviewed at this time.

 - B. **Comcast Proposal** – It was agreed that if any agreement was to be signed by the Board that a face-to-face meeting should be scheduled with a representative from Comcast so that there is a full understanding of the proposal.

 - C. **Annual Meeting** – It was noted that the Bear Valley Christian Church has been reserved for the October 12th Annual Meeting.

IX. **New Business**

- A. **Reserve Policy** – The Board approved having legal counsel draft the required Reserve Policy at a cost of \$175.
- B. **Pet Waste Removal Proposals** – Bids were reviewed for an annual or bi-annual pet waste pick-up during the winter months. Costs will be included in the 2010 budget.
- C. **2010 Budget** – Board members briefly addressed the budget for 2010. It was agreed that any dues increase should not exceed 3%.
- D. **Management Services** – Management services were addressed as one member of the Board had indicated that homeowners were in the process of obtaining bids. It was noted that this is a function and a fiduciary responsibility of the Board and that the homeowners should work with the Board on this matter. It was also noted that homeowners will request this to be addressed at the Annual Meeting.

X. **Monthly Reports**

- A. **Run Reports** – The Unit activity Report was reviewed and several questions were asked and answered. Questions were raised as to timeliness of Management's response to work orders and responding to requests. It was agreed that a weekly update would be provided to the Board from Management.

- XI. **Adjournment** – There being no other business to bring before the Board at this time, Penny Larmore moved to adjourn the meeting and Karen Wildenstein seconded. Motion was unanimously approved and the meeting adjourned at 8:30 PM.