

**SECOND JEFFERSON GREEN HOA  
BOARD OF DIRECTORS' MEETING  
June 14, 2010  
BEAR CREEK PRESBYTERIAN CHURCH**

President Frank Smith called the meeting to order at 6:30 p.m. All Board members were present, as well as Vicki Peppers, property manager with BRC Realty.

**RESIDENT FORUM**

Three guests were present. Beth Nalty, a resident, attended as a potential Board member to fill a vacancy. She did not wish to speak. Tom Clark stated that he would be removing a dead tree and planting a new tree from Jared's Nursery. He also will contact Xcel and Summit to make sure he will not interfere with their lines. Tom will have Jared's Nursery remove the old tree and plant another at his own expense near his property. The Board approved his choice. Arlene Chambers, a property manager for BRC, was also in attendance. At this time, the Board discussed the removal of the half-dead shrub in the SW corner of the common property. Vicki will talk with Summit.

**MINUTES OF PREVIOUS MEETING**

The minutes were read and amended to show that there will be no reduced charge for lost pool keys. The minutes were then approved as amended.

**FINANCIALS**

Vicki announced we received the remainder of the insurance money for the roof repairs and a check was written and approved to pay off the final portion of the roofing statement. The financials were approved unanimously.

**BULLETIN BOARD**

Penny Larmore is the only Board member who has a key to the bulletin board behind the SJG signage near the mailboxes. She suggested we use the bulletin board to inform residents of HOA issues, as well as allow residents to post notices. Residents will be informed that they must bring their information to Penny, and she will post.

**LEGAL REPORT**

The attorney's status report was approved.

**OLD BUSINESS**

The installation of up-graded roofing shingles has been completed without a special resident assessment. Building permits will be removed from the garages, once ~~provided~~ Vicki contacts the City of Lakewood to assure they have finished their inspection.

All gutter repairs have been completed also. However, Unit #79 has an entire gutter corner missing. There is some question about whether the gutter on Unit #61's is still in need of repair. Vicki will investigate.

A new lilac or dogwood tree will be planted on the corner of Unit #37 at no cost to the owner, since the original tree was removed last year by mistake. This three-foot easement does not need new rock. The Board unanimously approved replacing the tree.

There will be a \$50 per tree charge to residents who wish trees to be removed.

ALTERNATE: If there are dead trees that need to be removed, contact BRC to add them to the landscape list. If a resident simply wants a tree to be removed because they don't want it there, a minimum charge of \$50, depending on the size of the circumference on the trunk, would be assessed for that service.

According to Summit's inspection, the irrigation system is adequate and does not need replacing. It was recommended, however, that several of the irrigation controllers be replaced. A proposal for these presented a very reasonable cost. It was moved, seconded and unanimously agreed to accept the proposal to replace the irrigation controllers in question.

Some of our penthouse balconies need to be repaired or replaced very soon. The HOA will phase in the repairs or replacements as the budget allows. The four balconies in the worst condition will be replaced first. The Board favors "Trex" rather than wood due to the improvement of the material and the fact that it is maintenance free. The cost of replacement of these four balconies will come out of our reserve account. Blu Sky was the lowest bidder and will be awarded the contract. They also will look at Unit #8 to see if it is in a condition that warrants replacement. If it is determined that this one also requires replacing, the Board has approved the funds for this as well.

## **NEW BUSINESS**

### **FLAG POLE**

Frank Smith suggested the HOA install a flagpole near the pool area to display both the American and Colorado state flag. The pole would require a floodlight to illuminate the flags at all times. This issue was tabled for the next meeting.

Vicki presented a form she would like to send to all owners, asking for updated contact information, as well as ask for a copy of the lease if the owner has a tenant.

Frank Smith said he will update the web site and maintain it. The annual fee for the hosting provider for the HOA website is due. Frank Smith found another hosting site with which he is familiar, where the fee for a 3 year contract is less than the current provider charges for 1 year. Frank moved that the hosting company for the HOA website be moved to the new provider which will provide a savings to the Association. It was unanimously agreed and Frank will spend the time to migrate everything to the new provider. This will be seamless to the residents.

The meeting was adjourned at 8:00 p.m. to go into "closed session." The Board discussed various expectations and processes that needed clarification to improve communication with BRC and the Jefferson Green HOA Board. Among other things, it was agreed that Vicki will provide reports of violations and work orders on a bi-weekly basis; that there will be "walk-throughs" with Board members four times a year.

Penny Larmore informed the Board that her unit will be going up for sale and that she will be relocating out of state in the near future.