

**RECORD OF PROCEEDINGS OF THE
VINTAGE RESERVE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
FEBRUARY 8, 2017**

MEETING CALLED TO ORDER:

The Board of Directors for the Vintage Reserve Homeowners Association, Inc., met at the Vintage Reserve Clubhouse on February 8, 2017. Present were: Dick Rock, Stan Zahn, Karl Geib, Arlene Riedmuller and Reed Osbourne. Also present was James Fletcher with PCMS. Director Rock called the meeting to order at 6:04 p.m. and noted that there was a quorum.

DISCLOSURE OF POTENTIAL CONFLICT INTEREST:

Mr. Fletcher noted that the general disclosure statements for those Board members present at the meeting have been filed on behalf of the members of the Board of Directors as required by Colorado State Statute and are maintained as part of the Association's corporate files.

OFFICER NOMINATIONS AND ELECTION:

Upon review, a motion was made, seconded and with no public comment unanimously passed to nominate and elect the following slate of Officers for 2017; Stan Zahn, President; Reed Osbourne, Vice President; Karl Geib, Treasurer/Secretary; Dick Rock and Arlene Riedmuller, members at large.

HOMEOWNER MEMBER AND PUBLIC FORUM:

There were no owners in attendance.

OFFICER REPORTS

RECORD OF PROCEEDINGS:

The first item of business was the review of the December 21, 2016, record of proceedings. A motion was made, seconded and with no public comment, unanimously passed to accept the December 21, 2016 record of proceedings as presented.

FINANCIAL REPORT REVIEW:

The unaudited financial and delinquency reports through December 31, 2017, were reviewed by the Board. Upon final review, motion was made, seconded, and with no public comment, unanimously passed to accept and file for audit the financial and delinquency reports for the month ending through December 31, 2017.

LEGAL REPORTS:

There was no legal report for the month.

COMMITTEE REPORTS:

Design Review Committee: Arlene Riedmuller advised the Board that the Committee has had two reviews for 2017, one was approved and one is still pending.

Social Committee: Michelle Stachnik was in attendance for the Committee. She provided a list of events to the Board for the year.

Communications Committee: Arlene Riedmuller updated the Board that the website is getting very little use. The Board will monitor the site over 2017 for use and decide if the site is still needed.

MANAGEMENT REPORT:

The Board had approved the appointment of Michelle Stachnik and Katy Dunne to the Social Committee via electronic consent. After review, a motion was made, seconded and with no public comment, unanimously passed to appoint of Michelle Stachnik and Katy Dunne to the Social Committee.

NEW BUSINESS

The Board of Directors discussed the door in the clubhouse that has lost its seal and directed Mr. Fletcher to seek a proposal for replacement.

There was a discussion about the mailbox on Hoover that has ice build up. After review, it was noted to put this area in the Request for Proposal for the 2017 landscaping contract.

The Board was presented with the 2017 Pond Maintenance Contract. After review, a motion was made, seconded and with no public comment unanimously passed to approve the contract from Designs by Sundown with the removal of the warranty stipulation as it does not apply.

The Board was provided with the 2015 Audit and Tax Returns. After review, a motion was made, seconded and with no public comment unanimously passed to approve the 2015 Audit and Tax Returns as presented.

ADJOURNMENT:

Motion was made and seconded and in having no public comment unanimously passed to adjourn at 7:22 p.m. The next meeting scheduled is for April 12, 2017, the Vintage Reserve Clubhouse.

IN WITNESS WHEREOF, the foregoing has been duly executed by the Board of Directors as of the 12th day of April 2017.

VINTAGE RESERVE HOA BOARD OF DIRECTORS

By _____
Secretary/Authorized Agent

**RECORD OF PROCEEDINGS OF THE
VINTAGE RESERVE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
APRIL 12, 2017**

MEETING CALLED TO ORDER:

The Board of Directors for the Vintage Reserve Homeowners Association, Inc., met at the Vintage Reserve Clubhouse on April 12, 2017. Present were: Dick Rock, Stan Zahn, Karl Geib, Arlene Riedmuller and Reed Osbourne. Also present was James Fletcher with PCMS. Director Rock called the meeting to order at 6:06 p.m. and noted that there was a quorum.

DISCLOSURE OF POTENTIAL CONFLICT INTEREST:

Mr. Fletcher noted that the general disclosure statements for those Board members present at the meeting have been filed on behalf of the members of the Board of Directors as required by Colorado State Statute and are maintained as part of the Association's corporate files.

HOMEOWNER MEMBER AND PUBLIC FORUM:

There were two owners in attendance.

OFFICER REPORTS

RECORD OF PROCEEDINGS:

The first item of business was the review of the February 8, 2017, record of proceedings. A motion was made, seconded and with no public comment, unanimously passed to accept the February 8, 2017 record of proceedings as presented.

FINANCIAL REPORT REVIEW:

The unaudited financial and delinquency reports through February 28, 2017, were reviewed by the Board. Upon final review, motion was made, seconded, and with no public comment, unanimously passed to accept and file for audit the financial and delinquency reports for the month ending through February 28, 2017.

LEGAL REPORTS:

There was no legal report for the month.

COMMITTEE REPORTS:

Design Review Committee: Arlene Riedmuller advised the Board that the Committee is receiving reviews and have responded to all inquiries.

Social Committee: The Board was updated that the Easter Egg Hunt will be on Saturday, April 15th at 9:00 a.m.

MANAGEMENT REPORT:

The Board had approved the proposal for the bridge repairs via electronic consent. After review, a motion was made, seconded and with no public comment, unanimously passed to approve the proposal from Prep-Rite Coatings and Contracting.

NEW BUSINESS

The Board of Directors discussed the proposal from Design by Sundown for the 2017 Pond Maintenance. After review, a motion was made, seconded and with no public comment unanimously passed to approve the contract from Designs by Sundown.

ADJOURNMENT:

Motion was made and seconded and in having no public comment unanimously passed to adjourn at 6:58 p.m. The next meeting scheduled is for June 14, 2017, the Vintage Reserve Clubhouse.

IN WITNESS WHEREOF, the foregoing has been duly executed by the Board of Directors as of the 14th day of June 2017.

VINTAGE RESERVE HOA BOARD OF DIRECTORS

By _____
Secretary/Authorized Agent

**RECORD OF PROCEEDINGS OF THE
VINTAGE RESERVE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
JUNE 14, 2017**

MEETING CALLED TO ORDER:

The Board of Directors for the Vintage Reserve Homeowners Association, Inc., met at the Vintage Reserve Clubhouse on June 14, 2017. Present were: Dick Rock, Stan Zahn, Karl Geib, Arlene Riedmuller and Reed Osbourne. Also present was James Fletcher with PCMS. Director Rock called the meeting to order at 5:33 p.m. and noted that there was a quorum.

DISCLOSURE OF POTENTIAL CONFLICT INTEREST:

Mr. Fletcher noted that the general disclosure statements for those Board members present at the meeting have been filed on behalf of the members of the Board of Directors as required by Colorado State Statute and are maintained as part of the Association's corporate files.

HOMEOWNER MEMBER AND PUBLIC FORUM:

There were four owners in attendance. One owner had an inquiry about a lease/purchase of the common area behind her home. The Board had previously denied this request and with a second review, did not change their position.

OFFICER REPORTS

RECORD OF PROCEEDINGS:

The first item of business was the review of the April 12, 2017, record of proceedings. A motion was made, seconded and with no public comment, unanimously passed to accept the April 12, 2017 record of proceedings as presented.

FINANCIAL REPORT REVIEW:

The unaudited financial and delinquency reports through April 30, 2017, were reviewed by the Board. Upon final review, motion was made, seconded, and with no public comment, unanimously passed to accept and file for audit the financial and delinquency reports for the month ending through April 30, 2017.

LEGAL REPORTS:

There was no legal report for the month.

COMMITTEE REPORTS:

Design Review Committee: Arlene Riedmuller advised the Board that the Committee is receiving a lot of reviews.

Social Committee: The Board was provided with an email from an owner thanking the committee volunteers for a great Easter Egg Hunt.

NEW BUSINESS:

The Board of Directors discussed the current website and costs. After review, a motion was made, seconded and with no public comment unanimously passed to move away from the current website and utilizes the site provided by PCMS.

NEW BUSINESS CONTINUED:

The Board was presented with a couple of proposals from CPLS. After review, a motion was made, seconded and with no public comment unanimously passed to approve the proposal for the mulching of the beds near the clubhouse. The proposal for the sod replacement was tabled until a walk is scheduled for review.

The Board received two emails from owners, the first was regarding the weeds in the asphalt/concrete transition on the street, the owner was notified that this area is the responsibility of Jefferson County. The second was requesting reimbursement for some mulching they completed in a planting bed by their home, after review, a motion was made, seconded and with no public comment the Board denied the request and noted that the owners did this for their own interests and did not seek prior approval.

ADJOURNMENT:

The Board had previously moved the Board meeting to 6:00 p.m. but with no turn out at those two meetings the Board decided to move the meetings back to 5:30 p.m.

Motion was made and seconded and in having no public comment unanimously passed to adjourn at 7:23 p.m. The next meeting scheduled is for August 9, 2017, the Vintage Reserve Clubhouse.

IN WITNESS WHEREOF, the foregoing has been duly executed by the Board of Directors as of the 9th day of August 2017.

VINTAGE RESERVE HOA BOARD OF DIRECTORS

By _____
Secretary/Authorized Agent

**RECORD OF PROCEEDINGS OF THE
VINTAGE RESERVE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
AUGUST 9, 2017**

MEETING CALLED TO ORDER:

The Board of Directors for the Vintage Reserve Homeowners Association, Inc., met at the Vintage Reserve Clubhouse on August 9, 2017. Present were: Dick Rock, Stan Zahn, Karl Geib, Arlene Riedmuller and Reed Osbourne. Also present was James Fletcher with PCMS. Director Rock called the meeting to order at 5:33 p.m. and noted that there was a quorum.

DISCLOSURE OF POTENTIAL CONFLICT INTEREST:

Mr. Fletcher noted that the general disclosure statements for those Board members present at the meeting have been filed on behalf of the members of the Board of Directors as required by Colorado State Statute and are maintained as part of the Association's corporate files.

OFFICER REPORTS

RECORD OF PROCEEDINGS:

The first item of business was the review of the June 6, 2017, record of proceedings. A motion was made, seconded and with no public comment, unanimously passed to accept the June 6, 2017 record of proceedings as presented.

FINANCIAL REPORT REVIEW:

The unaudited financial and delinquency reports through June 30, 2017, were reviewed by the Board. Upon final review, motion was made, seconded, and with no public comment, unanimously passed to accept and file for audit the financial and delinquency reports for the month ending through June 30, 2017.

COMMITTEE REPORTS:

Design Review Committee: Arlene Riedmuller advised the Board that the Committee has not issued any denials over the period.

Social Committee: Director Riedmuller advised the Board that National Night Out was a great success and was the most attend in it history. It was noted that the Committee had planned an Outdoor Movie Night for August 11, 2017 and that the Fast Fest will be on September 23, 2017. Director Osbourne is reviewing the guidelines, he will speak with Director Riedmuller to set up a meeting with the Committee to discuss the matter.

MANAGEMENT REPORT:

The Board had approved the proposal for sod replacement project via electronic consent. After review, a motion was made, seconded and with no public comment, unanimously passed to approve the proposal from The Sod Guy as presented.

NEW BUSINESS:

The Board of Directors discussed the current website. After review, it was noted that the Board will review the matter of the website at the end of 2017 to see how much activity the site receives.

NEW BUSINESS CONTINUED:

Director Rock discussed the parking on the hammerhead streets within Vintage Reserve. He will be emailing the information from the Fire Department regarding the parking on those streets for the Board to review before discussion at the next meeting.

Director Riedmuller noted that the Board for the Vintage Reserve Metropolitan District has had the bonds reduced and the change will take effect December 1, 2017.

ADJOURNMENT:

Motion was made and seconded and in having no public comment unanimously passed to adjourn at 6:21 p.m. The next meeting is the Annual Meeting and is scheduled for October 11, 2017, the Vintage Reserve Clubhouse.

IN WITNESS WHEREOF, the foregoing has been duly executed by the Board of Directors as of the 13th day of December 2017.

VINTAGE RESERVE HOA BOARD OF DIRECTORS

By _____
Secretary/Authorized Agent

**RECORD OF PROCEEDINGS OF THE
VINTAGE RESERVE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
DECEMBER 13, 2017**

MEETING CALLED TO ORDER:

The Board of Directors for the Vintage Reserve Homeowners Association, Inc., met at the Vintage Reserve Clubhouse on December 13, 2017. Present were: Stan Zahn, Dick Rock, Karl Geib and Arlene Riedmuller. Also present was James Fletcher with PCMS. Director Zahn called the meeting to order at 5:33 p.m. and noted that there was a quorum.

DISCLOSURE OF POTENTIAL CONFLICT INTEREST:

Mr. Fletcher noted that the general disclosure statements for those Board members present at the meeting have been filed on behalf of the members of the Board of Directors as required by Colorado State Statute and are maintained as part of the Association's corporate files.

RECORD OF PROCEEDINGS:

The first item of business was the review of the August 9, 2017, record of proceedings. A motion was made, seconded and with no public comment, unanimously passed to accept the August 9, 2017 record of proceedings as presented.

FINANCIAL REPORT REVIEW:

The unaudited financial and delinquency reports through October 31, 2017, were reviewed by the Board. Upon final review, motion was made, seconded, and with no public comment, unanimously passed to accept and file for audit the financial and delinquency reports for the month ending through October 31, 2017.

COMMITTEE REPORTS:

Design Review Committee: Arlene Riedmuller advised the Board that the Committee has been working on the revision of the guidelines. The Committee hope to provide a draft to the Board within the next month.

Social Committee: There was not a formal report for the month but it was noted that the Santa Event went great. The Board also noted that the 2017 events were great and wanted to thank the Committee for their efforts.

MANAGEMENT REPORT:

The Board had approved the Parking Resolution No.2 via electronic consent. After review, a motion was made, seconded and with no public comment, unanimously passed to approve the Parking Resolution No. 2.

UNFINISHED BUSINESS:

The Board discussed the current website. After review, it was noted that the Board will continue with the current website until the expiration in May 2018.

NEW BUSINESS:

The Board was provided with a proposal from CPLS for a planting bed extension. After review and discussion, a motion was made, seconded and with no public comment unanimously passed to approve the proposal as presented.

NEW BUSINESS CONTINUED:

The Board received a proposal from Pipe X to scope and jet the underdrain system. After discussion, a motion was made, seconded and with no public comment unanimously passed to approve the proposal from Pipe X.

The Board was provided with a letter from an owner who has been experiencing a dispute with a neighbor. At this time, a motion was made, seconded and with no public comment unanimously passed to have the attorney review and respond to the letter.

ADJOURNMENT:

Motion was made and seconded and in having no public comment unanimously passed to adjourn at 6:55 p.m. The next meeting is scheduled for February 14, 2017, the Vintage Reserve Clubhouse.

IN WITNESS WHEREOF, the foregoing has been duly executed by the Board of Directors as of the 14th day of February 2018.

VINTAGE RESERVE HOA BOARD OF DIRECTORS

By _____
Secretary/Authorized Agent

VINTAGE RESERVE HOMEOWNERS ASSOCIATION, INC.
ANNUAL MEMBERSHIP MEETING MINUTES
OCTOBER 11, 2017

CALL TO ORDER

The meeting was called to order at 6:36 p.m. by Stan Zahn, Vintage Reserve Homeowners Association President. Notice was given to all members in accordance with the Bylaws of the Association. A quorum was present at the meeting in person or by proxy. James Fletcher of PCMS was also present.

APPROVAL OF THE 2016 ANNUAL MEETING MINUTES

The first item of business was the review the 2016 Annual Meeting Minutes. Motion was made and seconded to approve the minutes as written and presented. The minutes were unanimously approved as presented.

OFFICER & COMMITTEE REPORTS

Director Riedmuller updated the membership that the Association communicates four ways to the members, the Vintage Reserve website, NextDoor.com, Community Enews and USPS. She informed the membership to sign up to these websites to receive information regarding the Association.

Michelle Stachnik was in attendance and updated the membership regarding the 2017 Social Events. Mrs. Stachnik noted that the Committee is working on some more adult parties. Mr. and Mrs. Claus will be at the clubhouse on December 7, 2017 from 6:00 p.m. to 8:00 p.m.

ELECTION OF DIRECTORS

Nominations were solicited for members to fill three, two year term Board positions. Three homeowners, Arlene Riedmuller, Dick Rock and Reed Osbourne were nominated to run for the Board's three open positions. With there being no further nominees, a motion was made, seconded and unanimously passed to close nominations and elect the nominees by vote of acclamation.

2018 BUDGET PRESENTATION

Mr. Fletcher reviewed and presented the 2018 Budget. Upon final review, a motion was duly made and seconded and the 2018 budget and \$100.00 monthly assessment were approved as presented.

HOMEOWNER ITEMS RELATED TO ASSOCIATION BUSINESS

Mr. Fletcher opened the floor to general questions. Homeowner comments included, common area drainage in three locations, the hammerhead parking and the rental of the clubhouse. The under drain system and the ponds were discussed as being the biggest reserve expenses for 2018.

ADJOURNMENT

There being no further business, the meeting was adjourned at 7:45 p.m.