

**Bohanan, Mike**

**From:** Bohanan, Mike  
**Sent:** Friday, April 23, 2004 3:31 PM  
**To:** 'janaz@macphersonspm.com'; 'Barbara Pelfrey (Vintage VI HOA - Bordeaux)'; 'Bob Daus (Vintage VI HOA - Bordeaux/CDC)'; 'David Anfinrun (Vintage III HOA)'; 'Erin LaFrance (Vintage VII HOA - Cameray)'; 'Ina Meditz (Vintage IV HOA)'; 'Jim Grace (Vintage IV HOA - Bouchard)'; 'John Burgess (Vintage IV HOA)'; 'Mark Hubers (Vintage VI HOA - Bordeaux)'; 'Patrice Virgin (Vintage VII HOA - Cameray)'; 'Ruth Edwards (Vintage VII HOA - Cameray)'; 'Steve Ward (Vintage II HOA)'; 'Tom McSteen (Vintage V HOA)'; 'Tracy Wood (Vintage III HOA)'; 'Erik Deitz'; 'Steve Ward (Vintage II HOA)'; 'Alixander, Dana'; 'Dana Alixander (Vintage II HOA - Touraine)'  
**Cc:** 'George Malone (Vintage I HOA)'; 'Greg Kent (Vintage I HOA)'; 'Holly H Hoyt (Vintage I HOA)'  
**Subject:** RE: Vintage Common Areas - Meeting Minutes (6 Apr 2004) FINAL

Everyone – I received several replies but no changes, so the minutes are now considered **FINAL**.

Please review the action items and complete before our next meeting at **7 o'clock on May 25<sup>th</sup>**.  
Thanks

Mike

-----Original Message-----

**From:** **Bohanan, Mike**  
**Sent:** Saturday, April 17, 2004 12:41 PM  
**To:** 'janaz@macphersonspm.com'; 'Barbara Pelfrey (Vintage VI HOA - Bordeaux)'; 'Bob Daus (Vintage VI HOA - Bordeaux/CDC)'; 'David Anfinrun (Vintage III HOA)'; 'Erin LaFrance (Vintage VII HOA - Cameray)'; 'Ina Meditz (Vintage IV HOA)'; 'Jim Grace (Vintage IV HOA - Bouchard)'; 'John Burgess (Vintage IV HOA)'; 'Mark Hubers (Vintage VI HOA - Bordeaux)'; 'Patrice Virgin (Vintage VII HOA - Cameray)'; 'Ruth Edwards (Vintage VII HOA - Cameray)'; 'Steve Ward (Vintage II HOA)'; 'Tom McSteen (Vintage V HOA)'; 'Tracy Wood (Vintage III HOA)'; 'Erik Deitz'; 'Steve Ward (Vintage II HOA)'; 'Alixander, Dana'; 'Dana Alixander (Vintage II HOA - Touraine)'  
**Cc:** 'George Malone (Vintage I HOA)'; 'Greg Kent (Vintage I HOA)'; 'Holly H Hoyt (Vintage I HOA)'  
**Subject:** Vintage Common Areas - Meeting Minutes (6 Apr 2004) DRAFT

Everyone – Shown below are my **DRAFT** minutes from our meeting on Apr 6th. Please **note whether you have any action items below** and comment if you have any corrections by no later than **Apr 23rd**. I'll then forward the final version of the minutes. Thanks

Mike Bohanan  
Chairman, Vintage Common Areas Maintenance Committee  
President, Vintage I HOA

**Minutes (6 Apr 2004)**

**Attendees (with voting rights):**

Vintage I (Keswick / Avignon) - Mike Bohanan: President  
Vintage II (Touraine) – No representation  
Vintage III (Pomeral/Provence)- Tracy Wood: President  
Vintage IV (Bouchard) – Jim Grace: President  
Vintage V (Greens)– No representation

Vintage VI (Bourdeaux) – Barbara Pelfrey: President (Authorized standing voting proxy for Mark Hubers whenever she is unable to attend)  
Vintage VII (Cameray) – Ruth Edwards: President

Additional Attendees:

Vintage III – David Anfinrun: Treasurer  
Vintage VI – Mark Hubers  
MacPherson's Management – Jana Zaffarano

Discussion Topics:

1. **Soccer Field** – Cameray will propose text for soccer field sign and have approved by a lawyer. They'll then get approval from this Common Area Committee before posting.
2. **"No-Man's Land"** – Wilderness green area between Bourdeaux and Bouchard. Jana has letter from city/county stating that liability for this area resides with Bourdeaux.  
Actions:
  - Forward copy of letter to Barbara Pelfrey at Bourdeaux – Jana
3. **Common Area Expenses** – Agreement that Bouchard would claim expenses for any watering along SE 4<sup>th</sup> Place, Bourdeaux would claim expenses for any maintenance along SE 4<sup>th</sup>, and Bourdeaux would claim expenses for any landscaping/maintenance along the "corner" of SE 8<sup>th</sup> and 244<sup>th</sup>.
4. **2003 Expenses** – Committee reviewed invoices for all claimed common area expenses for Vintage III, IV, & VII. **Following review, Committee agreed that expenses for Vintage III & IV (with amendment for IV to include only 65% of claimed water expenses) were complete and validated.** Vintage II & VII have additional action items (see below) before expenses can be validated.  
Actions:
  - Vintage II to provide copies of invoices for all expenses – Dana Alixander
  - Vintage VII to determine watering expense for soccer field only – Jana Zaffarano
5. **Vintage II** – Unanimous approval of the following plan to recover expenses from Touraine:  
Actions:
  - Talk with Touraine's property management (CDC) by NLT Apr 20<sup>th</sup> – Jana Zaffarano
  - If no success, contact Touraine's Board directly (email) by NLT May 4<sup>th</sup> – Mike
  - If no success, draft letter by May 11<sup>th</sup> with lawyer and distribute to all Touraine homeowners citing their financial obligations and exposure to individual property liens if Touraine Board doesn't submit reasonable expenses and agree to pay appropriate share as determined by the Common Areas Committee. - Mike
6. **Bark Mulch** – Discussed bids from three landscapers. Methodologies for calculating varied by contractor, so Committee agreed that we'd get standard costs.  
Actions:
  - Get total cost (including tax) from all three landscapers for 2" bark for entire Common Areas marked on map - Jana Zaffarano
7. **Professional Management** – Discussed idea of having MacPherson's help with administrative duties.  
Actions:
  - Provide quote for services - Jana Zaffarano
8. **Next Meeting** – Agreement to have next meeting at **7 o'clock on May 25th**  
Actions:
  - Confirm Cameray clubhouse - Ruth