

**Bohanan, Mike**

**From:** Bohanan, Mike  
**Sent:** Tuesday, June 22, 2004 6:25 AM  
**To:** 'JanaZaffarano'; 'Barbara Pelfrey (Vintage VI HOA - Bordeaux)'; 'David Anfinrun (Vintage III HOA - Pomerol/Provence)'; 'Jim Grace (Vintage IV HOA - Bouchard)'; 'Ruth Edwards (Vintage VII HOA - Cameray)'; 'Steve Ward (Vintage II HOA)'; 'Tom McSteen (Vintage V HOA)'  
**Subject:** RE: Vintage Common Areas - Meeting Minutes (25 May 2004) FINAL

Everyone – There have been no corrections submitted, so the minutes below are now considered FINAL. Please begin coordinating between individual HOA's according to the amounts owed for 2003 expenses. Our next meeting will be at 7 o'clock on July 26<sup>th</sup> at the Cameray clubhouse. (Ruth – please confirm availability and reserve. Thanks). The primary topic will be the 2004 budget and Touraine's review of the CC&R's which Jana is still attempting to collect from the Records office (time consuming and potentially costly effort). She hopes to have them soon so Touraine can complete their review in time for this meeting.

Mike

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

**From:** **Bohanan, Mike**  
**Sent:** Monday, June 07, 2004 7:14 PM  
**To:** 'JanaZaffarano'; 'Barbara Pelfrey (Vintage VI HOA - Bordeaux)'; 'David Anfinrun (Vintage III HOA - Pomerol/Provence)'; 'Jim Grace (Vintage IV HOA - Bouchard)'; 'Ruth Edwards (Vintage VII HOA - Cameray)'; 'Steve Ward (Vintage II HOA)'; 'Tom McSteen (Vintage V HOA)'  
**Subject:** Vintage Common Areas - Meeting Minutes (25 May 2004) DRAFT

Everyone – Shown below are my DRAFT minutes from our meeting on May 25th. Please note whether you have any action items below and comment if you have any corrections by no later than May 31st. I'll then forward the final version of the minutes. I'm also proposing our next meeting for July 26<sup>th</sup> at 7 o'clock in the Cameray clubhouse. Primary topic will be the 2004 budget and Touraine's review of the CC&R's. Thanks

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

**Minutes (25 May 2004)****Voting Attendees:**

Vintage I (Keswick / Avignon) - Mike Bohanan: President  
Vintage II (Touraine) – Steve Ward: Acting President (Authorized standing voting proxy for Todd Smith whenever Steve is unable to attend)  
Vintage III (Pomerol/Provence)- No representation  
Vintage IV (Bouchard) – Jim Grace: President (Authorized standing voting proxy for Frank Bloom whenever Jim is unable to attend)  
Vintage V (Greens)– Tom McSteen  
Vintage VI (Bordeaux) – Barbara Pelfrey: President (Authorized standing voting proxy for Jay (last name?) whenever Barbara is unable to attend. Because Barbara first gave proxy voting privileges to Mark Hubers, Mark will have precedent over Jay unless directed otherwise.)  
Vintage VII (Cameray) – Ruth Edwards: President

**Non-voting Attendees:**

Vintage II – Todd Smith: Treasurer  
Vintage IV – Frank Bloom: Vice President  
Vintage VI – Jay (last name?): Position?

**Discussion Topics:**

1. **Professional Management Fee** – Ruth Edwards agreed that Cameray would pay the \$1,000 annual management fee to Jana Zaffarano and bill it as a Cameray common area expense for 2004.  
Actions:
  - Draft agreement for committee review and invoice Cameray – Jana
2. **Cameray Water Bill** – Unanimous consensus to accept invoice of \$3,523 from Cameray for 2003 water bill.
3. **2004 Water Rates** – Discussed request for additional water audit from Vintage I by Sammamish Plateau Water. No other HOA's apparently received similar request. Vintage I will lapse to unaudited rates in 2004. Agreed to continue 2003 practice of allowing only 65% of unaudited water rates.
4. **Dead Trees** – Vintage V requested permission to replace several dead trees as common area expenses. Committee agreed. However, Committee also discussed the need to more stringently review all individual HOA common area expenses during 2004 budget meeting.
5. **Vintage II (Touraine)** – Steve explained current legal and financial situation with Touraine and suggested they may challenge current membership in the common area committee depending on legal review of all HOA CC&R's.  
Actions:
  - Obtain and forward official copies of all HOA CC&R's to Steve Ward – Jana Zaffarano
  - Obtain legal review of CC&R's – Steve Ward
6. **2003 Expenses** – Accepted 2003 expenses as attached below. Unanimous vote to accept by all except Bourdeaux which abstained (Even with possibility that Touraine may contest committee membership for 2004, they agreed with committee vote for acceptance of 2003 expenses).  
Actions:
  - Send out split of expenses for HOA's to settle up – Mike Bohanan (See below)
7. **Bark Mulch** – Reviewed bids from three landscapers: Premier Lawn Service (\$10,336), BR Landscaping (\$12,439), & Pacific Landscape Management (\$11,730, plus tax). Unanimous decision to hire Premier to bark all common areas.  
Actions:
  - Notify Premier and begin scheduling for work with various individual HOA's - Jana Zaffarano
  - Have Premier invoice HOA's using the same method as that to split other common area expenses - # of units. (Amounts shown below) – Jana
    - Vintage I - \$2,282
    - Vintage II – \$912
    - Vintage III – \$2,150
    - Vintage IV – \$398
    - Vintage V – \$1,296
    - Vintage VI – \$1,443
    - Vintage VII - \$1,855
8. **Newsletters** – Agreed to include articles on proliferation of pet droppings and rats in the area in individual HOA newsletters
9. Need email address for Frank Bloom (Action: Jim Grace) and need last name and email address for Jay (Action: Barbara).

The attachment below lists the shared expenses for 2003. Based on this:

Vintage I (Avignon & Keswick) would <u>receive</u> \$\$\$3,899 to Vintage I)	(Vintage II pay \$3,899
Vintage II (Touraine) would <u>pay</u> \$3,906 to Vintage I and pay \$7 to Vintage V)	(Vintage II pay \$3,899
Vintage III (Provence & Pomerol) would <u>receive</u> \$4,247 to Vintage III)	(Vintage VI pay \$4,247
Vintage IV (Bouchard) would <u>receive</u> \$1,994 and Vintage VII pay \$998 to Vintage IV)	(Vintage VI pay \$996
Vintage VI (Bordeaux) would <u>pay</u> \$5,243 to Vintage III and \$996 to Vintage IV)	(Vintage VI pay \$4,247
Vintage VII (Cameray) would <u>pay</u> \$2,708 Vintage IV and pay \$1,710 to Vintage V)	(Vintage VII pay \$998 to
Vintage V (Greens at Beaver Creek) would <u>receive</u> \$1,717 and Vintage II pay \$7 to Vintage V)	(Vintage VII pay \$1,710

Please contact the appropriate HOA and pay or collect as soon as practical.

<< File: Vintage Common Expenses - 2003 (Final).xls >>