

RECORD OF PROCEEDINGS

MINUTES OF SPECIAL MEETING
BOARD OF DIRECTORS

VINTAGE RESERVE METROPOLITAN DISTRICT
JEFFERSON COUNTY, COLORADO

January 12, 2023

A special meeting of the Board of Directors of the Vintage Reserve Metropolitan District convened on Thursday, January 12, 2023, at 6:00 p.m., in the Vintage Reserve Clubhouse located at 6646 South Depew Street, Littleton, Colorado 80123. The following Directors were in attendance, to wit:

Arlene Riedmuller
Jeffrey Allen
William Davis
Logan MacMillan

Also, in attendance was Crystal Schott from Collins Cole Flynn Winn & Ulmer, PLLC, paralegal for the District's Legal Counsel, Timothy J. Flynn.

CALL TO ORDER

The meeting was called to order by the District's President, William Davis, who presided as Chair.

QUALIFICATIONS/CONFLICTS

It was noted that a quorum was present. All Directors are qualified, and no conflicts of interest were identified. As a result, no conflict-of-interest disclosures were required.

DIRECTOR'S ABSENCE EXCUSED

Following a brief discussion, a motion was made by Director Riedmuller and seconded by Director McMillan to excuse the absence of Director Teresa Osborne who was unable to attend the meeting. The chair called for a vote, and the motion was unanimously adopted.

APPROVAL OF AGENDA

Following a brief discussion during which Director Davis noted that item 6b on the agenda should be focused on, a motion was made by Director Riedmuller and seconded by Director Allen to approve the agenda as presented. The Chair called for a vote, and the motion was unanimously adopted.

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APPROVAL OF THE MINUTES OF THE BOARD'S OCTOBER 27, 2022 SPECIAL MEETING

Following a brief discussion, a motion was made by Director MacMillan and seconded by Director Riedmuller to approve the minutes of the Board's October 27, 2022 special meeting making sure that Exhibit C had the corrected number on page 2. The Chair called for a vote, and the motion was unanimously adopted.

FINANCIAL MATTERS

1. **Ratification of Interim Disbursements.** The Board reviewed a list of interim disbursements for the period beginning November 21, 2022 through December 19, 2022 represented by check numbers 1040 through 1045, inclusive. Following a brief discussion, a motion was made by Director Davis and seconded by Director Riedmuller to ratify, approve, and confirm the interim disbursements as itemized on **Exhibit A** (consisting of two pages) as attached hereto. The Chair called for a vote, and the motion was unanimously adopted.

2. **Approval of Accounts Payable.** No accounts payables were presented to the Board for approval at this meeting.

LEGAL MATTERS

1. **Adoption of Resolution Designating Location for Posting Meeting Notices in Accordance with Colorado Open Meetings Law.** Paralegal Crystal Schott reviewed with the Board Resolution 2023-1-1 which designates the location for posting meeting notices in accordance with the Colorado Open Meetings Law. The Resolution designates the District's newly established website as the place where meeting notices will be posted. Following a brief discussion, a motion was made by Director Davis and seconded by Director Allen to adopt Resolution 2023-1-1. The Chair called for a vote, and the motion was unanimously adopted.

A copy of Resolution 2023-1-1 is attached to the original of these minutes as **Exhibit B.**

2. **Review and Discussion of May 2, 2023 Board of Director Election Notice.** Crystal Schott reviewed with the Board the approved Call for Nominations for candidates for the Board's May 2, 2023 regular Board of Director's election. The notice had been drafted by members of the Board and reviewed and revised by Crystal Schott and the District's Legal Counsel.

The Board wants to provide as much notice as possible for the upcoming Board of Director's election. Following a brief discussion, it was determined that the Board will

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mail the Call for Nominations to each lot located within the District. The notice will also be posted on the District's website as required by law and emailed to all registered voters that have provided their email with their voter registration. In addition, an email blast sending out the Call for Nominations will be sent to all current email addresses through the Vintage Reserve Homeowners' Association e-News. A motion to communicate and advise the District's residents and property owners of the May election in accordance with the above discussion was made by Director MacMillan and seconded by Director Riedmuller. The Chair called for a vote and the motion was unanimously adopted.

It is noted that the Call for Nominations will also be posted in the window of the Vintage Reserve clubhouse.

PUBLIC COMMENT

There were no members of the public who appeared before the Board.

OTHER BUSINESS

The Chairman noted that the Board's next regular meeting is scheduled for March 23, 2023. Following a brief discussion, it was decided that this meeting will be cancelled unless important business matters arise between now and the beginning of March.

ADJOURNMENT

There being no further business to come before the Board, a motion was made by Director Davis and seconded by Director Riedmuller to adjourn. The Chair called for a vote and the motion was unanimously adopted.

Whereupon, this Special Meeting of the Board of Directors of the Vintage Reserve Metropolitan District adjourned at approximately 7:07 p.m. If necessary, the next regular meeting of the Board of Directors will be held on Thursday, March 23, 2023 at 6 p.m. in the Vintage Reserve Clubhouse located at 6646 South Depew Street, Littleton, Colorado 80123.

Respectfully submitted this 22nd day of June, 2023.



Timothy J. Flynn, Recording Secretary

EXHIBIT A

**Vintage Reserve Metropolitan District
1/6/2022**

Checks to be Ratified

<u>Checks</u>	<u>Date Paid</u>	<u>Amount</u>
1040 - 1042	11/21/2022	\$10,064.12
1043 - 1045	12/19/2022	\$ 1,370.00

Total **\$ 11,434.12**

Account	PO/Cont	Check #	Invoice	Date	Date Paid	Description	Amount
01-000-09050	0	1040	34031	09/30/2022	11/21/2022	09 Accounting	278.50
01-000-09050	0	1040	34162	10/31/2022	11/21/2022	10 Accounting	440.50
**** TOTAL ****							719.00
Simmons & Wheeler, P.C.							
01-000-09000	0	1041	09 06 22	09/06/2022	11/21/2022	2021 Audit	4,200.00
**** TOTAL ****							4,200.00
Cradly, Puca & Associates							
01-000-09300	0	1042	1981	06/07/2022	11/21/2022	05 Legal	2,650.00
01-000-09300	0	1042	2090	07/07/2022	11/21/2022	06 Legal	684.00
01-000-09300	0	1042	2645	10/07/2022	11/21/2022	09 Legal	44.00
01-000-09300	0	1042	2757	11/07/2022	11/21/2022	10 Legal	1,767.12
**** TOTAL ****							5,145.12
Collins Cole Flynn Winn Ulmer							
01-000-09050	0	1043	34479	11/30/2022	12/19/2022	11 Accounting	576.00
**** TOTAL ****							576.00
Simmons & Wheeler, P.C.							
01-000-09300	0	1044	2863	12/13/2022	12/19/2022	11 Legal	784.00
**** TOTAL ****							784.00
Collins Cole Flynn Winn Ulmer							
01-000-09450	0	1045	3CCB0AF9-0	12/01/2022	12/19/2022	Streamline Web Membership	10.00
**** TOTAL ****							10.00
Streamline							
*** GRAND TOTAL ***							11,434.12

EXHIBIT B

RESOLUTION NO. 2023-1-1

VINTAGE RESERVE METROPOLITAN DISTRICT
JEFFERSON COUNTY, COLORADO

**A RESOLUTION DESIGNATING THE DATE, TIME AND LOCATION FOR THE
REGULAR MEETINGS OF THE BOARD OF DIRECTORS OF THE VINTAGE
RESERVE METROPOLITAN DISTRICT AND DESIGNATING THE LOCATION FOR
POSTING NOTICE OF DISTRICT MEETINGS ONLINE IN COMPLIANCE WITH
THE OPEN MEETINGS LAW**

WHEREAS, pursuant to Section 32-1-903, C.R.S., the Board of Directors (“Board”) of the Vintage Reserve Metropolitan District (“District”) is required to meet regularly at a time and place to be designated by the Board; and

WHEREAS, pursuant to Section 24-6-402(2)(c)(I) C.R.S, meetings of the Board at which the adoption of any proposed policy, position, resolution, regulation, or formal action is to occur, or at which a majority or quorum of the Board is in attendance or is expected to be in attendance, shall be held only after full and timely notice of the meeting is given to the public; and

WHEREAS, Section 24-6-402(2)(c) C.R.S., requires that the Board annually designate a public place or places where notice of Board meetings, together with a meeting agenda, when available, shall be posted at least 24 hours prior to the convening of such meeting for the purpose of complying with the notice provisions of the Colorado Open Meetings Law; and

WHEREAS, pursuant to House Bill 19-1087, codified in Section 24-6-402(2)(c)(III), C.R.S., the District is authorized to and shall be deemed to have posted full and timely notice of its meetings no less than 24 hours prior to the holding of the meeting if notice, together with an agenda if available, is posted on the public website of the District; and

WHEREAS, the District’s website is accessible at no charge to the public; and

WHEREAS, the District has provided the address of the website to the Department of Local Affairs for inclusion in the inventory maintained pursuant to Section 24-32-116, C.R.S.; and

WHEREAS, the District will retain one physical location within the District boundaries designated for posting notice no less than 24 hours prior to a meeting if the District is unable to post a notice online in the event of an exigent or emergency circumstance such as a power outage or an interruption in internet service that prevents the public from accessing the notice online; and

WHEREAS, pursuant to Section 32-1-903(1), C.R.S., all regular and special meetings of the Board shall be held at locations which are within the boundaries of the District, or which are

EXHIBIT B

within the boundaries of any county in which the District is located, in whole or in part, or in any county so long as the meeting location does not exceed twenty miles from the District boundaries unless such requirement is waived by the Board pursuant to Section 32-1-903(1)(a), C.R.S.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Vintage Reserve Metropolitan District of the County of Jefferson, State of Colorado, as follows:

1. **Regular Meetings.** The Board hereby reaffirms that the Board will meet regularly during calendar year 2023 on the fourth Thursday of the third month of each quarter at 6:00 p.m. at 6646 S. Depew Street, Littleton, Colorado, virtually or such other location as may from time-to-time be designated by the Board.

2. **Special Meetings.** Special meetings may be called by any Director by informing the other Directors of the date, time and place of such meeting, and the purpose for which it is called, and by posting or causing to be posted notice online as provided herein at least 24 hours prior to said meeting.

3. **Change of Meeting Dates, Time and Location.** The Board reserves the right, from time to time and as circumstances necessitate, to change the date, time and location of its regular meetings.

4. **Location for Posting Meeting Notices Online.** Pursuant to Section 24-6-402(2)(c)(III), C.R.S., the District's designated posting location for notices of public meetings (regular, special, and study sessions) shall be on the District's webpage, accessible online at the following address:

<https://vintagemetro.specialdistrict.org/>

5. **Designated Exigent/Emergency Circumstance Posting Location.** In the event of an exigent or emergency circumstance, such as a power outage or an interruption in internet service that prevents the public from accessing the online designated posting location or prevents the District from posting a notice at the online designated posting location, the District will post notice of public meetings at least twenty-four hours prior to the meeting at the following physical locations within the District:

Clubhouse
6646 S. Depew Street, Littleton
Colorado 80123

6. **Representative Authorized to Post.** Any member of the District's Board of Directors or any designate of the Board is hereby authorized to post notice of the District's meetings as required by statute.

7. **Severability.** If any part, section, subsection, sentence, clause or phrase of this Resolution is for any reason held to be invalid, such invalidity will not affect the validity of the remaining provisions.

EXHIBIT B

8. **Effective Date.** This Resolution will take effect and be enforced immediately upon its approval by the Board.

ADOPTED this 12th day of January, 2023.

VINTAGE RESERVE METROPOLITAN
DISTRICT

By William R. David
President

Attest:

Arlene Gooden
Secretary