

# The Reserve at Ute Creek Home Owners Association

## Mar 2023 Meeting Minutes - APPROVED

### Definitions:

BOD: Board of Directors

CC&Rs: Covenants, Conditions, and Restrictions

CCIOA: Colorado Common Interest Ownership Act

DORA: Department of Regulatory Agencies

HOA: Home Owners Association

NAF: Neighborhood Activities Fund

NGLA: Neighborhood Group Leaders Association

NIP: Neighborhood Improvement Program

RFP: Request for Proposal

RSL: Rock Solid Landscaping

RTD: Regional Transportation District

SNSP: Sustainable Neighborhood Solutions Program

Meeting Date:

March 13, 2022

Submitted by:

Steve Allen, Secretary, The Reserve at Ute Creek HOA

### Call to Order:

This meeting was held at the Longmont Senior Center and was called to order at 7:04 PM.

### Meeting Attendance:

Scott Knollenberg, BOD President

Wade Whiteley, BOD Treasurer

Steve Allen, BOD Secretary

Bill Hallett, Webmaster

Bob Lee, NGLA Representative

### Minutes:

No minutes from February meeting, as February meeting was canceled.

### Architectural Review Committee (ARC):

- No ARC applications received

### Reports:

1) Scott Knollenberg, BOD President:

- Still waiting payment from the city for NIP grant; Bob Lee will follow up on NIP status

2) Wade Whiteley, BOD Treasurer:

- Distributed financials to date
  - All homeowners' dues were collected
  - Two dues received after the discount deadline

3) Steve Allen, BOD Secretary:

- Nothing to report

4) Bill Hallett, HOA Webmaster

- Annual Disclosure is due March 31st

- Bill will post to the webpage

5) Bob Lee, NGLA Representative:

- NGLA Update
  - City 3 Wards are being redrawn to be balanced
  - Water resource seminar is coming up on March 15<sup>th</sup>

### **Open Floor:**

- April meeting will be cancelled in lieu of a neighborhood walk through
- Neighborhood walk through tentatively scheduled for April 24<sup>th</sup> (4:30 pm)
  - Notice will be posted to the website
  - Steve to send a notice to homeowners

### **Adjournment:**

- 7:33 PM Steve motioned to adjourn meeting. Wade seconded. All in favor. None opposed. Meeting adjourned.

# **The Reserve at Ute Creek Home Owners Association**

## **Apr 2023 Meeting Minutes**

The April 2023 BOD Meeting was replaced by a Neighborhood Walkthrough/Inspection by the BOD, 4/23/2023

# The Reserve at Ute Creek Home Owners Association

## Jul 2023 Meeting Minutes - APPROVED

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SNSP: Sustainable Neighborhood Solutions Program

Meeting Date:

July 10, 2023

Submitted by:

Steve Allen, Secretary, The Reserve at Ute Creek HOA

### Call to Order:

This meeting was held at the Longmont Senior Center and was called to order at 7:02 PM.

### Meeting Attendance:

Scott Knollenberg, BOD President  
Wade Whiteley, BOD Treasurer  
Steve Allen, BOD Secretary  
Bill Hallett, Webmaster  
Bob Lee, NGLA Representative

### Minutes:

No minutes from June meeting, as June meeting was canceled.

### Old Business:

- None

### Architectural Review Committee (ARC):

- Approved application for 1325 Reserve Drive

### Reports:

- 1) Scott Knollenberg, BOD President:
- 2) Wade Whiteley, BOD Treasurer:
  - Distributed financials to date
    - Maintenance contract is up in Feb
      - Will seek competitive bids from other vendors
  - Schedule a workday in Sept (bark mulch)
    - Discuss at the next meeting (Old business)
  - Back flow test required
    - Ward Landscaping will do the test for us

- Request for tree trimming in common space along North Whitehall
    - BOD will hire a tree trimming service to trim trees
- 2) Bob Reding, BOD Vice President
- Contact RSL about viewing the sprinklers
- 3) Steve Allen, BOD Secretary:
- Ensure Senior Center is reserved for us – Call to schedule
- 4) Bill Hallett, HOA Webmaster
- No update
- 5) Bob Lee, NGLA Representative:
- No update

### **Open Floor:**

- Nothing

### **Adjournment:**

- 7:25 PM Steve motioned to adjourn meeting. Wade seconded. All in favor. None opposed. Meeting adjourned.

# The Reserve at Ute Creek Home Owners Association

## Aug 2023 Meeting Minutes - APPROVED

### Definitions:

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RFP: Request for Proposal

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SNSP: Sustainable Neighborhood Solutions Program

Meeting Date:

August 16, 2023

Submitted by:

Steve Allen, Secretary, The Reserve at Ute Creek HOA

### Call to Order:

This meeting was held at the Longmont Senior Center and was called to order at 7:03 PM.

### Meeting Attendance:

Scott Knollenberg, BOD President

Bob Reding, BOD Vice President

Wade Whiteley, BOD Treasurer

Steve Allen, BOD Secretary

### Minutes:

July meeting minutes reviewed/approved.

### Old Business:

- 1) Schedule a workday in September
  - Schedule Saturday, Sept 9<sup>th</sup> 9:00 am
    - Wade will order mulch for Friday delivery (estimated \$1,000)
    - Steve to send email to neighbors Friday, with a reminder closer to date
- 2) Tree trimming in open space on Reserve Drive
  - Landscape crew will trim trees sometime this month

### Architectural Review Committee (ARC):

- Submission for garage door paint at 1324 Reserve Drive approved (for garage doors only)

### Reports:

- 1) Scott Knollenberg, BOD President:
  - Need to update the website with meeting dates
- 2) Whiteley, BOD Treasurer:
  - Need to perform back flow testing on one vault (on Whitehall)
    - Scheduling Wards Landscaping to perform test
- 3) Bob Reding, BOD Vice President

- Soliciting in the neighborhood
  - Steve to email neighbors that they can put a 'No Soliciting' sign on their property
- 4) Steve Allen, BOD Secretary:
  - No Updates
- 5) Bill Hallett, HOA Webmaster
  - No update
- 6) Bob Lee, NGLA Representative:
  - No update

### **Open Floor:**

- Nothing

### **Adjournment:**

- 7:50 PM Steve motioned to adjourn meeting. Wade seconded. All in favor. None opposed. Meeting adjourned.

# The Reserve at Ute Creek Home Owners Association

## Nov 2023 Meeting Minutes - APPROVED

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RTD: Regional Transportation District  
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Meeting Date:

November 13, 2023

Submitted by:

Steve Allen, Secretary, The Reserve at Ute Creek HOA

### Call to Order:

This meeting was held at the Longmont Senior Center and was called to order at 7:03 PM.

### Meeting Attendance:

Scott Knollenberg, BOD President  
Bob Reding, BOD Vice President  
Wade Whiteley, BOD Treasurer  
Steve Allen, BOD Secretary

### Minutes:

No minutes from October meeting, as October meeting was canceled.

### Old Business:

1)

### Architectural Review Committee (ARC):

- Two approvals for: 1244 Whitehall

### Reports:

- 1) Scott Knollenberg, BOD President:
  - a. Discussed email dispute between neighbors on Reserve
  - b. Given this is a civil matter, the board will not intervene
- 2) Whiteley, BOD Treasurer:
  - Reviewed YTD budget
  - Reviewed proposed budget for 2024
- 3) Bob Reding, BOD Vice President
  - No updates
- 4) Steve Allen, BOD Secretary:
  - Annual meeting
    - i. Steve to share proposed agenda



- ii. Steve to set up signs for annual meeting
- 5) Bill Hallett, HOA Webmaster
  - No update
- 6) Bob Lee, NGLA Representative:
  - No update

**Open Floor:**

- Nothing

**Adjournment:**

- 7:44 PM Steve motioned to adjourn meeting. Wade seconded. All in favor. None opposed. Meeting adjourned.