

**Enclave Homeowners Association  
Annual Meeting Minutes  
November 17, 2015**

**CALL TO ORDER / ROLL CALL**

The first Annual Meeting for Enclave Homeowners Association was called to order at 6:03 p.m. The meeting was held at Stott Elementary School located at 6600 Yank Way in Arvada, CO 80004. Present Board Members were Matt Hengel, Patrick Steeno and Leslie Holmes. Also present was Association Manager Sabrina Lopez from Community Management Specialists, Inc.

A quorum has been established with four (4) Members represented in person or by proxy.

**PROOF OF NOTICE OF MEETING**

All Owners present confirmed receipt of the Annual Meeting notice as mailed by U.S Postal Mail on November 4, 2015.

**ANNUAL MEETING MINUTES**

There were no prior Annual Meeting Minutes for review.

**PRESIDENTS REPORT**

Matt Hengel with Richmond Homes provided an update. There are 13 homes sold, 9 closing and 2 unsold. They anticipate all homes to be sold by May of 2015.

**FINANCIAL OVERVIEW**

CMS provided a briefing on the financial status of the Association. The operating balance was \$802.40 and the reserve balance was \$788.01 as of October 31, 2015.

**BUDGET RATIFICATION**

The board presented the 2016 budget to the members present. The budget was deemed approved by the Owners in the absence of a veto at the meeting by the Owners of Lots to which at least sixty-seven percent (67%) of the votes in the Association are allocated.

**ELECTION OF DIRECTORS**

There was no election at this time. The Association will transition at 75% sold.

**HOMEOWNER EDUCATION**

The Owners present were provided with education on neighborhood safety and awareness.

**HOMEOWNERS OPEN FORUM**

The owners discussed street lights at cul de sac not working. Xcel Energy is working on it. Owners are encouraged to contact Xcel about outages.

**ADJOURNMENT**

With no further business to discuss, a motion was duly made, seconded and unanimously carried to adjourn the meeting at 6:18 p.m.