

**Minutes of the Board of Directors of the
Singletree Property Owners' Association Meeting
September 28, 2017**

A Regular Meeting of the Board of Directors the Singletree Property Owners' Association (SPOA), Eagle County, Colorado, was held on September 28, 2017, at approximately 4:45 p.m., at the Singletree Community Center, 1010 Berry Creek Road, Edwards, Eagle County, Colorado.

Attendance The following SPOA Directors were present and acting:

- Mike Budd
- Jennie Longville May
- Melissa Nelson
- Karen Zavis

Also in attendance were:

- Dan Godec, BCMD
- George Gregory, BCMD
- Karen Kern, BCMD
- Mike Reisinger, BCMD
- Nina Timm, Community Manager
- Larry Rogers
- Ariana & Jeff Burkley

CHANGES TO THE AGENDA:

Due to the delayed start of the meeting Jeff & Ariana Burkley were moved to the first item on the agenda and the Design Review Committee update will be moved to later in the meeting, following Committee Reports.

JEFF & ARIANA BURKLEY:

Jeff & Ariana Burkley are the Owners of 0940 Winslow Road. They were requesting information about their neighbor's Design Review Committee approvals. There has been a flag pole attached to the deck for a number of years. The issue was reported approximately two years ago. The Burkleys requested that SPOA require the pre-existing flag pole be lowered to the now existing standard of a maximum height of 21' above finished grade. They also requested SPOA send their neighbor a letter about cleaning up after his dog. The Burkleys' neighbor also removed 20' Cottonwood Trees without approval and the Burkleys would like SPOA to request the trees be replaced. The Burkleys are also concerned that the neighbor poisoned the trees and that poison may be leaching into the their yard. Following discussion, the Board requested that Wendell Porterfield write a response on behalf of SPOA to both the Burkleys and the neighbor.

MEETING MINUTES:

The SPOA, August 24, 2017 Meeting Minutes, were reviewed. By motion duly made and seconded it was unanimously

RESOLVED to approve the August 24, 2017 Meeting Minutes, as presented.

TREASURER'S REPORT:

- Developing a proposed 2018 Budget for the Board to review at the next meeting.
- The Board acknowledged receipt of the August financial statements.
- The September payables include three checks that have already been sent out for vendors who provided services for the annual party.

Following the financial discussion, by motion duly made and seconded it was unanimously

RESOLVED to approve the September payables as presented.

COMMITTEE REPORTS:

TRAILS AND OPEN SPACE:

- The barbed wire event is scheduled for September 19, in conjunction with the USFS.

COMMUNICATIONS:

- Have included information about renting the Singletree Community Center for holiday events in the October and November *Inside Singletree*.

SOCIAL:

- The inaugural Singletree Halloween Party, hosted by SPOA and *Inside Singletree*, is on Sunday, October 29. It will be an all ages event.
- The 2nd Annual Singletree Cookie Exchange will be on Sunday, December 10, from 4 to 6 pm.

LEGAL:

- The Board discussed the September 30, 2017, deadline for the Owner of 0111 Hackamore Road to come in to compliance with their roofing material. If this turns into a protracted legal process then those expenses should be billed to SPOA's legal reserve fund.

Following the discussion, by motion duly made and seconded it was unanimously

RESOLVED that in anticipation of the Owner 0111 Hackamore Road not responding or taking corrective action by September 30, 2017, then the matter should be referred to SPOA's attorney for further action.

DESIGN REVIEW COMMITTEE:

- Last summer the DRC established guidelines for Flag Pole Installation and Flying Flags in Singletree.

Following review and discussion of the DRC's guidelines for flag pole installation and flying flags, by motion duly made and seconded it was unanimously

RESOLVED to add **Section 3.15, Flags and Flagpoles**, *Flagpoles shall be no more than twenty-one (21) feet tall from finished grade and shall be a low to non-reflecting metal. There shall be no lighting associated with the installation of a flagpole or flag. There is a maximum of one flagpole per lot, regardless if the lot has been subdivided. Flags flown shall not be larger than four (4) feet by six (6) feet.* to Singletree's Design Guidelines as recommended by the DRC.

- Additionally last summer the DRC established guidelines for Rain Collection Barrels, in compliance with House Bill 16-1005, which allows precipitation to be collected from the rooftop of certain residential properties.

Following review and discussion of the DRC's guidelines for rain collection barrels, by motion duly made and seconded it was unanimously

RESOLVED to add **Section 3.16, Rain Collection Barrels**, *Rain collection barrels are a container with a sealable lid, located above ground, used for collection of precipitation from a downspout of a roof. The collection barrels may be capable of storing no more than a total one hundred ten (110) gallons in a maximum of two rain collection barrels. The containers shall be placed as close as practical to the building, not in a setback or easement, with minimal street visibility, clad to integrate with the adjacent building materials and colors, and screened with shrubs or bushes. This regulation prohibits properties with four (4) or more units from installing any rain collection barrels.* to Singletree's Design Guidelines as recommended by the DRC.

OPEN ITEM STATUS REPORT:

- SPOA will hold a 2018 Budget work session at 2:00 pm on Thursday, December 8.
- The covenant violation report will be handed out to board members at each meeting and collected after the meeting.

MANAGER'S REPORT:

- Working on collecting outstanding POA dues. One-half of the outstanding balance is four Owners' balances. There is an opportunity to take Owners to small claims court to collect outstanding balances.
- The Annual Party was \$2,369 over budget due to the cost of the tent.

ADJOURNMENT:

There being no further business to come before the Board, by motion duly made and seconded it was unanimously

RESOLVED to adjourn the Regular Meeting of the Singletree Property Owners Association Board of Directors at 6:05 pm, this the 28th day of September, 2017.