

**Minutes of the Board of Directors of the  
Singletree Property Owners' Association Meeting  
October 26, 2017**

A Regular Meeting of the Board of Directors the Singletree Property Owners' Association (SPOA), Eagle County, Colorado, was held on October 26, 2017, at 2:00 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, by phone
- Ralph Merritt
- Melissa Nelson, by phone
- Karen Zavis

Also in attendance were:

- Dan Godec, BCMD
- Karen Kern, BCMD
- Mike Reisinger, BCMD
- Nina Timm, Community Manager
- Larry Deckard
- John Perkins
- Larry Rogers

**SPOA BUDGET WORK SESSION:**

The SPOA Board held their 2018 Budget Work Session at 2 pm. Karen Zavis, treasurer, included a budget worksheet in the meeting packet. The worksheet was based on dues remaining at \$150 per year and anticipated total revenues of \$182,400. There was discussion about increasing annual dues \$25 per household, which would generate approximately \$26,000 in additional revenue that could be used to build reserves, help BCMD with community projects, hire a compliance officer, and/or keep up with increasing operating expenses. A majority of Board members were not supportive of recommending a budget with a dues increase to Owners. It was noted that BCMD revenues are projected to be flat.

Expense and revenue line item allocations remain similar to 2017's budget. Included in the proposed budget is a recommendation to: increase the budget for the annual party based on the expense of renting the tent as well as increased attendance, reduce the open space and trails line item based on 2017 expenditures, eliminate the income taxes line item due to no taxes being paid for the past couple of years, increase the insurance line item 10% based on cost trends, increase the Architectural Consultant's hours to 12 hours per month from 10 hours per month based on the current and projected volume of projects in Singletree.

Following the discussion, it was recommended to increase the Admin Support line item to \$62,000 based on BCMD's budget, add back \$1,000 for income taxes, and increase the trails and open space line item to \$5,500. The proposed changes would reduce the community projects budget to \$19,225. The Board will review and consider the proposed budget with these changes at their December 7, meeting.

**CHANGES TO THE AGENDA:**

At 3 pm, the BCMD portion of the meeting began with members of the BCMD Board and Ken Marchetti joining the meeting. John Perkins, Larry Rogers, Larry Deckard were also present for the second SPOA portion of the meeting, at approximately 4:15 pm.

Consideration of the Disher proposal, the option to pursue Owners with significant outstanding balances and the appeal of the DRC's approval of Decra Shake were moved to the beginning of the agenda.

**PROPOSED DUES COLLECTIONS STRATEGY AND LETTER:**

The Board reviewed the proposed strategy and letter for Owners with outstanding balances of \$500 or more. The strategy is to file a claim in small claims court in an effort to bring all accounts current. Owners will have at least 45 days to make payment in full or enter into a payment plan that will ultimately bring their account current. Following the discussion, by motion duly made and seconded it was unanimously

**RESOLVED** to provide Owners owing \$500 or more with at least 45 days to bring their account current or enter into a payment plan. If the account is not brought current or on a payment plan then a claim for the amount owed shall be filed in Eagle County Small Claims Court.

**0111 HACKAMORE ROAD RE-ROOF PROPOSAL:**

The Board reviewed the proposal submitted by the Owner of 0111 Hackamore Road, via the Owner's attorney. The Owner has requested having until the end of the summer 2018, to install a new, approved roof. Following the discussion, by motion duly made and seconded it was unanimously

**RESOLVED** to provide the Owner until August 31, 2018, to replace the roofing material with a roofing material that is approved for the property by the DRC, and the signed agreement is recorded against the property and waives any statute of limitations.

**MEETING MINUTES:**

The SPOA September 28, 2017 Meeting Minutes, were reviewed. It was requested that resolutions be attached to the minutes for the meeting at which the motion was considered. By motion duly made and seconded it was unanimously

**RESOLVED** to approve the September 28, 2017 Meeting Minutes, as presented.

### **APPEAL OF THE DRC'S APPROVAL OF DECRA SHAKE IN WEATHERED TIMBER**

An appeal of the DRC's approval of Decra Shake in Weathered Timber was filed. Larry Deckard and Larry Rogers, from the DRC, as well as John Perkins, Architectural Consultant, were present to discuss the DRC's (4-1) approval of the Decra Shake in Weathered Timber. It was noted that a Decra product roof currently exists at 0170 Charolais Circle. Cedar shakes were the approved roofing material for 0170 Charolais Circle, but that is not what was installed.

DRC members let the Board know that they did not come to their decision lightly. They believe that the proposed Decra product is a quality metal roof that has a resin coating which reduces the glare. They believe the product creates good relief and shadow lines and may prevent dangerous snow shedding better than some other plastic roofs being installed. The Board expressed concern that the product has been turned down previously, more than once, and most important it is a granular topped product just like an asphalt shingle and it reads as an asphalt shingle, which is prohibited in Singletree.

Following review and discussion of the DRC's approval of Decra Shake in Weathered Timber, by motion duly made and seconded it was unanimously

**RESOLVED** to overturn the DRC's approval of the use of Decra Shake in Weathered Timber.

### **TREASURER'S REPORT:**

- The Board acknowledged receipt of the September financial statements.
- It was noted that \$437.50 in compliance work by the Architectural Consultant were included in the payables.
- Discussion about how fines may be deducted from compliance deposits, particularly because there are no escrow agreements was had. It was requested that there is legal review of this section of the Design Guidelines.
- There was a request to also get a cost estimate to update the existing Design Guidelines considering Singletree is moving toward more significant remodels and potentially demo/rebuild scenarios.

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

**RESOLVED** to approve the October payables as presented.

### **COMMITTEE REPORTS:**

#### **TRAILS AND OPEN SPACE:**

- The barbed wire removal project, in conjunction with the USFS, was very successful. The project is receiving attention in Washington, DC as a model project.

**COMMUNICATIONS:**

- The photographer has been engaged to take winter photos of Singletree for both *Inside Singletree* and the website.
- It was suggested to include information about winter use of the golf course as well as cleaning up after your dogs, particularly on the golf course.

**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 2<sup>nd</sup> Annual Singletree Cookie Exchange will be on Sunday, December 10, from 4 to 6 pm.
- The January social event will be a meditation on Sunday, January 7, 2018.

**LEGAL:**

- Looking to finalize the Service Agreement between BCMD and SPOA.

**OPEN ITEM STATUS REPORT:**

- Need to establish a definition of “Failure to Maintain” the exterior of any structure or grounds on a Lot, to be included in the Design Guidelines. The Board is committed to taking all action necessary to cause people to address failure to maintain exteriors and lots.
- Reestablishment of a Covenant Compliance committee was discussed. The various iterations of committees and dedicated staff and the successes over the years were also talked about. It was noted that existing committees are currently lacking members. The Board appreciated the report that was included in the packet. It was decided to not reestablish a Covenant Compliance committee at this time.

**MANAGER’S REPORT:**

- Volunteers for Outdoor Colorado and the USFS are looking at a joint two-day barbed wire fence removal project in 2018.

**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 5:58 pm, this the 26<sup>th</sup> day of October, 2017.