

**Minutes of the Board of Directors of the
Singletree Property Owners' Association Meeting
December 7, 2017**

A Regular Meeting of the Board of Directors the Singletree Property Owners' Association (SPOA), Eagle County, Colorado, was held on December 7, 2017, at 3:00 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
- Ralph Merritt, by phone
- Melissa Nelson
- Karen Zavis

Also in attendance were:

- Dan Godec, BCMD
- George Gregory, BCMD
- Karen Kern, BCMD
- Katie Rothenberg, BCMD
- Nina Timm, Community Manager

JOINT ACTION WITH BCMD:

2018 MEETING CALENDAR

Reviewed the 2018 meeting calendar with the joint BCMD / SPOA meeting occurring on the fourth Thursday of each month at 3 PM. The November meeting scheduled on Thanksgiving and the December meeting is at Christmas. Everyone agreed to combine the November and December meetings on Thursday, December 6, 2018, at 3 PM. Following the discussion, by motion duly made and seconded, it was unanimously

RESOLVED to hold joint BCMD / SPOA meetings on the fourth Thursday of every month at 3 PM and the combined November and December meetings is Thursday, December 6, 2018, at 3 PM.

VOLUNTEERS FOR OUTDOOR COLORADO

Volunteers for Outdoor Colorado will host another fence removal project in Singletree. They requested a \$500 donation to provide meals for volunteers on the workday. BCMD and SPOA agreed to split the expense as the fence removal project benefits all residents. Following the discussion, by motion duly made and seconded, it was unanimously

RESOLVED that in 2018, SPOA will donate \$250 to Volunteers for Outdoor Colorado for volunteer's meals for the Singletree fence removal workday.

CHANGES TO THE SPOA MEETING AGENDA:

The SPOA portion meeting of the meeting began at 4:25 pm and the Decra presentation was moved to the start of the meeting and the DRC update will be moved to the end of the meeting.

DECRA ROOFING PRESENTATION:

Randy Bradley, Owner at Stonehaven Condominiums, and representatives from Lianro Roofing of Colorado Springs, presented Decra Roofing to the Board. Decra is a stone coated metal roof that was recently approved for use by the DRC, appealed to the SPOA Board and overturned. The presentation was for informational purposes only. Decra roofing does not require snow clips, is a Class A Fire Rated roofing material and is similar in price to cedar shakes. Following the presentation Mr. Bradley and Lianro Roofing representatives left the meeting. There was a brief discussion about cedar shakes being a natural product with a very different aesthetic than Decra and are allowed in Singletree. No action was taken by the SPOA Board.

MEETING MINUTES:

The SPOA October 26, 2017 Meeting Minutes, were reviewed. By motion duly made and seconded it was unanimously

RESOLVED to approve the October 26, 2017 Meeting Minutes, as presented.

TREASURER’S REPORT:

- There was an error in the November Payable’s and the amount has been corrected to \$7,787.03.
- It was noted that the November payables were paid in November and that the December payables were being paid early due to the timing of the meetings.

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

RESOLVED to approve the November and December payables as presented.

PROPOSED 2018 SPOA BUDGET:

- The proposed budget reflects all changes discussed at the budget work session.
- The Treasurer and Community Manager recommend increasing the Architectural Consultant’s hours from 10-hours per month to 12-hours per month based on the number of hours expended each month in 2017, and the anticipated volume of work in 2018. If approved the Architectural Consultant’s Agreement will need to be amended accordingly.

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

RESOLVED to recommend Owners adopt the proposed 2018 SPOA Budget as presented.

COMMITTEE REPORTS:

LEGAL:

- The Service Agreement has been turned over to BCMD's and SPOA's attorneys.
- The Architectural Consultant's Agreement will need to be amended for 2018 hours increase.

TRAILS AND OPEN SPACE:

- The Avon Connector, Knob Hill and Wild West Trails will close for the winter on December 15. Signs will be placed at each trail head.
- There were 20 Singletree residents who worked on the last trail work day.

COMMUNICATIONS:

- Send out a reminder about winter golf course use and rules.
- Constantly working on emails and Inside Singletree content.
- In the spring, send out an email about amenities including the disk golf course.

SOCIAL:

- There were over 100 attendees at the inaugural Singletree Halloween Party.
- The 2nd 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.
- February and March events will be dance lessons with Maria Barry.

DESIGN REVIEW:

- DRC would like to meet with the SPOA board on January 25, to talk about updating the Design Guidelines.

OPEN ITEM STATUS REPORT:

- One Owner of the two owners who have been requested to pay their balances or enter a payment plan prior to an action in small claims court has entered into a payment plan. The other Owner has not responded to any notices yet.
- Resolutions should be included with minutes from the meetings at which they were approved.
- Definition of "Failure to Maintain" was not ready for the meeting.
- Consideration of hiring a consultant to help with a potential update of the Design Guidelines as Singletree has entered into a new phase of development and redevelopment.
- The Design Review Committee (DRC) has requested a joint meeting with the SPOA Board. DRC members will be invited to a joint meeting on January 25, 2018, at 8:30 AM.

MANAGER'S REPORT:

- There was a foreclosure on Hackamore Road and SPOA had to write off approximately \$400 in bad debt.
- Responses to the anonymous letter were handed out for the Board to review. It was agreed an email would be sent requesting the author present themselves to receive the response.

OTHER BUSINESS:

- Filing 4 Block 4 Lot 23, 0401 Winslow Road
Discussion was had about the plastic wrap and repairs that may be needed on the pyramid.
By motion duly made and seconded it was unanimously

RESOLVED that the leak mitigation shall be completed by June 30, 2018, including all required review and approvals.

- Filing 1 Lot 45, 0111 Hackamore Road
Discussion was had about the progress on the agreement with Mr. Disher. The agreement should include that SPOA may recover all of its legal fees in a court proceeding and include all of the Owner's successors or assigns. By motion duly made and seconded it was unanimously

RESOLVED that SPOA's attorney shall pursue satisfactory resolution of the agreement and if it is not obtained on or before January 15, 2018, court action should be immediately pursued.

- Blanch Duplex, 0120 June Creek Road
Discussion about an agreement that should be prepared for the owners of the duplex was had. The agreement should include a copy of the approved plan with the pencil drawn expansion further into the setbacks attached.

RESOLVED that SPOA's attorney should draft an agreement for owner(s) signature and recording that requires the unapproved areas that exist further in the setbacks than the previous existing driveway, as depicted on the plans submitted to DRC, shall be removed by May 31, 2018.

EXECUTIVE SESSION:

By motion duly made and seconded it was unanimously

RESOLVED to enter into Executive Session at 6:07 pm to discuss personnel matters.

The Board adjourned from Executive Session at 6:25 pm.

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 6:28 pm, this the 7th day of December, 2017.