

**Minutes of the
Board of Directors of the
Singletree Property Owners Association
February 25, 2016**

A Regular Meeting of the Board of Directors the Singletree Property Owners Association, Eagle County, Colorado, was held on February 25, 2016, at approximately 3:50 p.m., at the Singletree Community Center, 1010 Berry Creek Road, Edwards, Eagle County, Colorado.

Attendance The following SPOA Directors were present and acting:

- Melissa Macdonald Nelson
- Ralph Merritt
- Ralph Dockery
- Jennie Longville (by telephone)

Also in attendance were:

- George Gregory, BCMD
- Mike Budd, BCMD
- Dan Godec, BCMD (by telephone)
- Mike Reisinger, BCMD
- Karen Kern
- Chip Smith
- Larry Rodgers, DRC
- Nina Timm, Community Manager
- Dan Carlson, Operations
- Ken Marchetti, CPA
- Cheri Curtis, Secretary to the Meeting

CHANGES TO THE AGENDA:

There were no changes.

MEETING MINUTES:

The SPOA January 28, 2015, meeting Minutes were reviewed. By motion duly made and seconded it was unanimously

RESOLVED to approve the January 28, 2015, meeting Minutes as presented.

TREASURER'S REPORT:

The preliminary January 31, 2015 Financial Statements, were included in the Board packet. Director Dockery reviewed the financials with the Board. By motion duly made and seconded it was unanimously

RESOLVED to approve the financial statements as submitted.

The Board reviewed the February list of payments to approve. By motion duly made and seconded it was unanimously

RESOLVED to approve the February 2016 list of payments as presented.

MANAGER'S REPORT:

There was no report. Ms. Nina Timm, the new Community Manager, was introduced but does not take office until Monday, February 29.

COMMITTEE REPORTS:

Covenant Compliance/Legal Committee – Ralph Merritt – Ms. Martinez Johnson prepared a report on Covenant issues that was reviewed by the Board. Director Merritt will work with Ms. Timm on covenant enforcement procedures moving forward. Steve Penrose sent an email to SPOA and BCMD regarding speeding through Singletree. It was agreed speeding concerns should be addressed at the Annual Meeting. Mr. Penrose also suggested camera installation to catch speeders. Both Boards discussed possible measures to reduce speeding including increased Sheriff presence.

Trails/Open Space Committee – Melissa Nelson – No report.

Communications Committee – Melissa Nelson – The winter newsletter was distributed via email.

Social Committee – Jay Gould – No report.

DRC Committee – Melissa Nelson – Larry Rodgers informed the Board that three people attended the last meeting to express interest in serving on the DRC, two being builders and one an architect. The DRC would like a builder to fill the vacancy created by the departure of Charlie Dolan on that committee. By motion duly made and seconded it was unanimously

RESOLVED to appoint David Viele to the DRC committee.

The owners at 121 Chaparral have hired an architect to proceed with the project. 910 Winslow has started construction. Director Dockery questioned whether they have submitted plans and received the necessary permits. Mr. Rodgers reported the plans have been approved by the DRC.

OPEN ITEM REPORT – Melissa Nelson – There are thirteen past due accounts and four liens have been filed. The remainder, if unpaid, should be filed by Ms. Timm. The notice of the Annual Meeting was sent in early February. Owners advertising their properties for short term rental on VRBO have been notified about SPOA's policy against short-term rentals of less than six months. A committee to write the DRC's architectural consultant agreement has been formed but has not met. Ralph Merritt will join Ann Darby, Nina Timm and Dan Carlson to decide Community Center access points during construction.

BERRY CREEK METRO BOARD UPDATE:

Singletree Community Center Expansion – Contract negotiations are continuing to finalize the contract amount. The contract is scheduled to be approved at the April 28, 2016, meeting with construction commencing in early May or sooner.

OLD BUSINESS:

Annual Meeting – The annual meeting packets have been mailed. The Board discussed possible speakers for the meeting. A reception for Ms. Timm after the meeting will be held to allow property owners a chance to meet with her. Coffee and donuts will be served. A form will be distributed to property owners interested in being listed in a proposed opt-in resident directory.

NEW BUSINESS:

Inspection of Record Policy - Director Merritt received an Inspection of Records Policy from SPOA's attorney. The Board discussed including costs charged to the requester. By motion duly made and seconded it was unanimously

RESOLVED to approve the Inspection of Records Policy with ability to set the appropriate rate for the requester in the future.

Singletree Magazine –Holly Proctor and Jill Smirl with N2 Publishing presented the idea of a local magazine for the Singletree Community with funding for publication provided by advertisers. The magazine will feature residents, local activities, pets, accomplished children, etc. Holly Proctor, who will be creating the magazine, said she will work with SPOA's social committee to plan events for residents. Jill Smirl has produced 19 issues of the Eagle Ranch community magazine and also edits the Cordillera magazine.

EXECUTIVE SESSION:

Upon motion duly made and seconded it was unanimously

RESOLVED to enter into Executive Session at 5:22 pm to discuss personnel matters.

The Board adjourned from Executive Session at 5:42 p.m.

NEW BUSINESS:

By motion duly made and seconded it was unanimously

RESOLVED to contribute \$56,000 annually, paid in monthly installments, to BCMD for personnel costs. January and February payments already made are included in this amount.

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 at 5:45 pm this the 25th day of February, 2016.