

**Minutes of the  
Board of Directors of the  
Singletree Property Owners Association  
April 28, 2016**

A Regular Meeting of the Board of Directors the Singletree Property Owners Association, Eagle County, Colorado, was held on April 28, 2016, at approximately 4:20 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
- Ralph Dockery
- Jennie Longville
- Melissa Macdonald Nelson
- Ralph Merritt

Also in attendance were:

- Mike Budd, BCMD
- Ann Darby, BCMD
- Dan Godec, BCMD
- George Gregory, BCMD
- Mike Reisinger, BCMD
- Karen Kern, BCMD Elect
- Larry Rogers, DRC
- Nina Timm, Community Manager
- Dan Carlson, Operations

**CHANGES TO THE AGENDA:**

There were no changes to the agenda.

**MEETING MINUTES:**

The SPOA March 24, 2016 Meeting Minutes, were reviewed. By motion duly made and seconded it was unanimously

**RESOLVED** to approve the March 24, 2016 Meeting Minutes, as presented.

**TREASURER'S REPORT:**

The \$5,000 payment to the Town of Avon will be reclassified from account 6750 to account 6700. There was discussion about the Construction Site Compliance fees for 11 Appaloosa Drive and 44 Conestoga circle and whether or not they had been released.

By motion duly made and seconded it was unanimously

**RESOLVED** to amend the title of account 6100 from Legal Fees to Legal Fees and Licensing.

By motion duly made and seconded it was unanimously

**RESOLVED** to approve the financial statements as submitted.

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

**RESOLVED** to approve the amended March 2016 list of payments as presented.

#### **MANAGER'S REPORT:**

Nina Timm updated the boards on the two proposals for creating a new website for Singletree Property Owners' Association and Berry Creek Metro District. Both proposals are from local firms, Avid Design and Mobloggy. Sonnenalp Club discount golf cards will be available for all Singletree property owners. May 7<sup>th</sup> is the Community Clean Up Day as well as I-70 Clean Up.

An update on the new Community Center building was provided. The only matter of note is it is currently ahead of schedule.

#### **COMMITTEE REPORTS:**

**Covenant Compliance/Legal Committee – Ralph Merritt** – The need to continue to monitor and enforce timely placement and removal of trash cans was discussed. Lawn trimmings, etc. are not an issue to leave out. A violations report should be maintained.

A Records Request policy has been prepared and sent to the Colorado State Archives on behalf BCMD. A question was asked about whether or not POAs are required to follow the same protocol. Need confirmation that SPOA's policy is CCIOA compliant.

SPOA's collection policy must be CCIOA compliant and follow the community's adopted policies. Wait until the end of May and see how many owners have not paid their annual dues to establish next steps.

An agreement between SPOA and BCMD needs to be drafted and executed for the Community Manager's services and the required insurance needs to be procured.

**Trails/Open Space Committee – Melissa Nelson** – The Mesquite Trail has been improved. Three more steps will be added at the trail head.

**Communications Committee – Melissa Nelson** – Approximately 3 email blasts have been going out per week. The new website will be ready soon. Still waiting to hear from Holly Proctor if the Singletree magazine will be published in June.

**Social Committee – Jennie Longville** – A wine tasting sponsored by Riverwalk Wine & Spirits has been scheduled for Friday, June 17. An evening concert and picnic for the community will be scheduled for June. The annual summer party will be on Saturday, August 27.

**DRC Committee – Melissa Nelson** – The DRC has had numerous requests from homeowners to use asphalt shingles. The Design Guidelines do not allow them. The Board requested the DRC bring a recommendation back to the Board for their consideration.

Nina will include the DRC's meeting minutes in future packets.

**OPEN ITEM REPORT – Melissa Nelson –**

- Ralph Merritt and Melissa will review the Architectural Consultant's Agreement and provide a draft for the Board to review in the next packet.
- Mike Budd provided a proposed organization chart for SPOA and its committees. Recruitment of new committee members will begin shortly.

**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 5:20 pm this the 28th day of April, 2016.