

**Minutes of the Board of Directors of the  
Singletree Property Owners' Association Meeting  
July 27, 2017**

A Regular Meeting of the Board of Directors the Singletree Property Owners' Association (SPOA), Eagle County, Colorado, was held on July 27, 2017, at approximately 4:17 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 Merritt, by phone
- 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
- Wendell Porterfield, Esq.

**CHANGES TO THE AGENDA:**

There were no changes to the agenda.

**MEETING MINUTES:**

The SPOA, June 22, 2017 Meeting Minutes, were reviewed. By motion duly made and seconded it was unanimously

**RESOLVED** to approve the June 22, 2017 Meeting Minutes, as presented.

**DESIGN REVIEW COMMITTEE:**

- The DRC report was postponed in order to keep the meeting on schedule.

**TREASURER'S REPORT:**

- The only real variance, year-to-date, is \$4,167 paid to BCMD in 2017, for a 2016 expense.
- The July payables include the US Bank credit card charges for the month.
- The Board acknowledged receipt of the June financial statements.

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

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

All members of the Berry Creek Metropolitan District board left the meeting at 4:30 PM. James Disher, Owner of Berry Creek Ranch Filing 1 Lot 45, joined the meeting.

**APPEAL OF RE-ROOF, FILING 1 LOT 45, 0111 HACKAMORE ROAD, JAMES DISHER, OWNER:**

Mr. Disher has requested that he be allowed to keep the asphalt shingles he had installed on his roof, without approval from the Design Review Committee (DRC). The DRC heard his appeal to keep the asphalt shingles he had installed at their July 6, 2017, meeting. The DRC unanimously denied his request to keep the asphalt shingles Mr. Disher had installed without any DRC approval, based on Singletree’s Design Guidelines specifically state *“Asphalt composition roofing materials...are not acceptable.”*

Mr. Disher began his presentation to the Board by reading the letter he provided to the Board. He reiterated that he meant no disrespect and he was in a hurry to re-roof his house because he came back from out of town and the roof was leaking. Mr. Disher acknowledged that he receives Inside Singletree and notices sent out via USPS. He does not receive the community’s email updates. It was noted that re-roofing information is regularly included in information sent out by SPOA.

**Timeline Presented:**

- Saturday, June 24 – re-roofing began and John Perkins, Architectural Consultant, informed Mr. Disher that asphalt shingles are not allowed in Singletree and work should cease.
- Monday, June 26 – Nina Timm, Community Manager, went to Mr. Disher’s house and informed him that asphalt shingles are not allowed in Singletree and work should cease. A letter from SPOA and a re-roofing application were hand delivered to Mr. Disher’s house later that day and also sent to him via USPS Certified Mail.
- Thursday, June 29 – Mr. Disher submitted an application to the DRC to use asphalt shingles.
- Thursday, July 6 – DRC unanimously denied Mr. Disher’s request to keep the asphalt shingles he had installed.
- Monday, July 10 - A Certified Letter was sent via USPS notifying Mr. Disher of the DRC’s denial.
- Monday, July 24 – Mr. Disher submitted his appeal request to the Board for consideration at their July 27, meeting.

**EXECUTIVE SESSION:**

By motion duly made and seconded it was unanimously

**RESOLVED** to move in to Executive Session at 4:54 pm to meet with SPOA’s attorney, Wendell Porterfield, to receive legal advice.

The Board adjourned from Executive Session at 5:15 pm.

**ACTION FOLLOWING EXECUTIVE SESSION:**

The Board discussed the information that Mr. Disher presented in his request to keep the asphalt shingles he had installed on his roof.

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

**RESOLVED** to deny the request to maintain an unapproved roofing material on a roof in Singletree. A letter from SPOA sent Certified Mail via will be sent notifying Mr. Disher of this denial.

#### **COMMITTEE REPORTS:**

##### **LEGAL:**

- The Legal Committee is looking forward to reviewing the draft Service Agreement between BCMD and SPOA for Community Manager Services.

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

- Knob Hill trail work day was successful.
- Trail volunteers will be featured in an upcoming issue of *Inside Singletree*.
- Working on trails that were damaged by the heavy rains.

##### **COMMUNICATIONS:**

- Working on monthly *Inside Singletree* content. Always looking for ideas for content if anyone has a particular item they would like included.

##### **SOCIAL:**

- Annual Party invitations have been sent out. Already received 80 RSVPs.

#### **OPEN ITEM STATUS REPORT:**

- Working on the Service Agreement with BCMD.
- Mission statement proposed to mirror BCMD's.
- Waiting for information from DRC on any proposed changes to FAR.

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

**RESOLVED** to adopt "*Operate the Singletree Property Owners' Association on a proactive yet prudent basis for the benefit of the property owners in conjunction with Berry Creek Metro District.*" as SPOA's mission statement.

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

- The joint November / December Board Meeting will be held on Thursday, December 7, 2017, at 3 pm.
- \$14.36 was added to the payables to reimburse Lee Rimel for trail work supplies.

- The road overlay will begin in mid-August for Singletree Road, Longhorn Road, June Creek Road, Rawhide Road and Hackamore.
- Collection of annual dues continues.
- The annual insurance renewal has been received. It is for the same coverage as last year. The annual cost is \$4,088.

**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 5:35 pm, this the 27<sup>th</sup> day of July, 2017.