

# VILLAS AT SINGLETREE TOWNHOME ASSOCIATION ANNUAL MEETING

Saturday, November 12, 2022, at 10:00 am

Held at the Singletree Community Center  
1010 Berry Creek Road

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1. **Call to Order/Proof of Notice of Meeting:** Meeting called to order at 10:06am
2. **Roll Call/Establish Quorum:** With 12 homeowners in attendance, in-person or via proxy, a quorum was reached.
  - a) Board Members in attendance- Jody Talbot (B-2), Bob Redwine (C-5), Susan Goddard (A-3)
  - b) Homeowners in attendance-Karen Zavis (A-1), James & Lynn Gilbert (A-4), Gene & Ruthie Sacks (A-5), Terry & Amy Hon (B-3), Robert Vogl (C-3), and Linda Redwine (C-5)
  - c) Proxies received- Biszantz (B-1), Moorehead (B-4), Dunkelman (C-2), and Herrington (C-4) assigned to Jody Talbot
  - d) Guests in attendance- Matt Hayden of Elevated Colorado Management
3. **Approval of Minutes** (from 2021 Annual Meeting): The meeting minutes from the 2021 Annual Meeting on November 13, 2021 were approved.
4. **Financial Report**
  - a) 2022 Year End Projections-
    - 2022 is anticipated to end with a surplus of over \$16,000
      - This is primarily due to savings in water use which was budgeted too high in 2022 (based on 2021 use). A faulty water meter was discovered, once repaired, ERWSD gave us a 6-month credit and our final payments for water netted a savings of about \$9,000 vs our 2021 budget.
      - Repairs and maintenance came in at almost \$5,000 of savings
  - b) Reserve Schedule- Projects on the schedule or being contemplated for 2023
    - Parking lot asphalt- parking lot drainage creates two large icy areas in front of each dumpster enclosure. An engineering firm has been consulted for the project.
      - To address this the area south of the parking lot will need to be regraded
      - Berms at the edge of the parking lot will need to be removed to allow for more snow storage further off of the paved areas
    - Exterior painting- to be addressed as touch-up where needed
    - Asphalt crack filling and seal coating will be considered
    - Front patio walls- continued attention will be focused on the courtyard walls of all units
      - Leveling and rotten interior surface of wooden walls will be assessed and addressed as needed
    - Roofing- flat roof scheduled to be addressed in 2027. Will be a large expense.

5. **2023 Budget Ratification-** The 2023 Budget will remain flat for 2023 from 2022
- The operating budget has been reduced by \$774 for 2023 to \$83,072
  - The reserve contributions will increase by \$774 to \$22,901
  - Average quarterly dues for Villas at Singletree will remain \$1,892.38
6. **Election of Directors-** Board Member Susan Goddard's term is expiring
- Nominations were accepted
  - Terry Hon of B-3 was elected to the Board of Directors
7. **Other Business/ Owner Comments/ Open Floor-**
- A motion was made and carried to contract to update the reserve study of the association cost not to exceed \$3,000
  - Discussion about the rules of the association as it pertains to renters
    - Pets are currently an owner-only amenity
      - Motion made and carried to allow renters to have one pet (dog or cat)
    - Family makeup definition
      - Association rule was previously updated to accommodate two adults living together as a family and allowable as tenants
    - Enforcement- nuisance from noise or not cleaning up after pets is to be reported to Elevated Colorado for enforcement
  - New Association rules document is being circulated for a 30-day comment period
    - All dogs must be on a leash at all times when being walked in the front of the units and must be attended by pet owner by leash or voice command in the back of the units.
    - Updated language on family make up to allow flexibility for renters
    - Renters will be allowed to have one outside pet (dog or cat)
  - Summer picnic- Ruthie Sacks has volunteered her home for the summer association party. A fee of \$150 will be offered to the host family to offset any costs associated with the party (food etc.).
8. **Adjournment-** Having no further business to discuss, the meeting was adjourned at 12:34pm.

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2023 Board of Directors

Bob Redwine- President (expires 2024)

Terry Hon- Treasurer (expires 2025)

Jody Talbot- Secretary (expires 2023)

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