

**MINUTES  
MEETING OF THE BOARD OF MANAGERS  
MERIDIAN LAKE PARK CORPORATION  
TUESDAY, JANUARY 21, 2025  
4:00 P.M.**

Present by Zoom: Scott Winn  
Sherri Twilleger  
Will Hamilton  
Anne Cargill  
Warren & Jessie Sutton, 73 Peanut Lane  
Alex Summerfelt, Toad Property Management  
Bayliss Baker, Toad Property Management  
Ariston Awitan, Toad Property Management

Scott called the meeting to order at 4:04 p.m. and Alex confirmed a quorum.

Alex introduced Bayliss Baker and Ariston Awitan who had recently joined Toad. Alex explained Dave White had stepped down from the Board but had offered to assist in an informal capacity if needed. Hilary Kunz had submitted her resignation from the Board.

Will made a motion to approve the minutes of the December 17, 2024 meeting. Anne seconded the motion and it was unanimously approved.

The Suttons introduced themselves. Warren Sutton said construction had been slower than anticipated and thanked the Board and owners for their patience and welcome to the neighborhood. Alex explained the Suttons had received their Certificate of Occupancy. The driveway had been paved slightly wider than the original plans indicated. Snow cover would make it difficult to review at the present time. Warren said an updated site plan would be provided as soon as weather permitted. The paving might be encroaching into the utility easement. The Suttons left the meeting. Kent Cowherd, the Association's architect, would perform the final inspection.

Alex explained a building envelope adjustment had been submitted for 389 Meadow Drive. Beth Appleton, the Association's legal counsel, and Kent Cowherd, the Association's architect, did not have any concerns regarding the adjustment. The adjustment of the building envelope on Lot 56 would protect the viewshed of Lot 55 (currently the same owners). Owners in the immediate neighborhood of Lot 56 had not expressed any concern to the envelope adjustment after display of the site plan on the website.

Scott made a motion to approve the building envelope adjustment for 389 Meadow Drive as submitted. Will seconded the motion and it was unanimously approved. The Meridian Lake Meadows Board would be notified of the approval and issue their own approval.

Alex said attempts were underway to make the review process for design projects a little easier and smoother. The software would make it easier for the Board to review and comment.

Scott said the Inside HOA software would provide services and communication not currently available in the existing AppFolio software provided by Toad. The start up cost would be \$1,000 and would service all four filings. Scott made a motion to give the Inside HOA software a try. Anne seconded the motion and it was unanimously approved. Scott and Alex would instruct Inside HOA of the decision and provide any documentation Inside HOA requested.

Alex said he would be away February 3 to February 26. Bayliss and Ariston would be monitoring day to day management. Rob Harper would be overseeing and Rob would run the next meeting. The next meeting was scheduled for February 18, 2025 with a 3 p.m. start due to a scheduling conflict.

At 4:46 p.m. Will made a motion to enter Executive Session to discuss legal matters in accordance with C.R.S.38-33.3-308(7). Anne seconded the motion and it was approved by a majority with Scott abstaining.

At 4:49 p.m. Will made a motion to leave Executive Session. Anne seconded the motion and it was approved by a majority.

At 4:50 p.m. Scott made a motion to adjourn the meeting. Anne seconded the motion and it was unanimously approved.

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Prepared by Rob Harper, Toad Property Management

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