
RECORD OF PROCEEDINGS

Minutes of the Meeting of the Board of Directors of the Berry Creek Metropolitan District on October 28, 2025

The Meeting of the Board of Directors of the Berry Creek Metropolitan District (BCMD), Eagle County, Colorado, was held October 28, 2025, at 4:00 p.m., in accordance with the applicable statutes of the State of Colorado. The Board met in joint session with the members of the Board of Directors of the Singletree Property Owners Association (SPOA). These minutes are the minutes of the BCMD portion of the meeting and separate minutes record the SPOA portion of the meeting.

ATTENDANCE

The following BCMD Directors were present and acting:

- Cara Turner
- Charles Dawson
- David Viele, Virtually
- Trevor Broersma

Also, in attendance were:

- Nina Timm, Community Manager
- Ken Marchetti, Marchetti & Weaver
- Todd Neifert, Operations Manager, Virtually
- Dan Godec, SPOA Board Member
- Jennie Longville May, SPOA Board Member
- Karen Zavis, SPOA Board Member
- Pedro Campos, Zehren & Associates
- Tom McClurg, Resident, Singletree Trails Coordinator
- Helen Burton, Resident, Virtually
- Jeanne Whitney, Resident
- Joyce Pegg, Resident
- Patti Weinstein, Resident
- Pamela Lessing, Resident
- Renee Okubo, Resident
- Beth O'Neill, Resident
- Deb Martin, Resident
- John Martin, Resident
- Jamie Critchlow, Resident
- Taylor Critchlow, Resident
- Marina Scanlan, Resident
- Arris Scanlan, Resident
- Mike Brownlee, Resident
- Atlanta Meynier, Resident
- Diane Levin, Resident

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- Jay Sapp, Resident
- Alex Coleman, Resident

CALL TO ORDER

Director Broersma called the Regular Meeting of the Board of Directors of the Berry Creek Metropolitan District to order October 28, 2025, at 4:00 p.m., noting a quorum was present.

DISCLOSURE MATTERS

Pursuant to Colorado law, certain disclosures by the Board members may be required prior to taking official action at the meeting. The Board reviewed the agenda for the meeting, following which each Board member disclosed their conflicts of interest, stating the facts and summary nature of any matters as required under Colorado law, to permit the official action to be taken at the meeting. The Board determined that the participation of the members present was necessary to obtain a quorum or otherwise enable the Board to act.

AGENDA

There were no changes to the BCMD meeting agenda.

PUBLIC INPUT

John Martin, resident, spoke in opposition to the proposed west trail system expansion because he believes it will be used very little by Singletree residents and was ranked as a low priority by residents on the trail's survey. He is concerned that non-Singletree residents will be the primary users of the proposed west single-track sidewalk. Additionally, he has safety, privacy, and property value concerns. Parking on Latigo Circle should be prohibited because it is a quiet street today and he does not want that to change.

Jay Sapp, resident, said that he agrees with everything John Martin said and explained that Latigo Circle is already used as an I-70 rest stop and this presents safety issues. Additionally, he commented that some areas should be wild and free and there should be no trails.

Marina Scanlan, resident, had questions about dismantling existing trails on USFS land and encouraged the Board to use BCMD dollars only on BCMD property and not USFS land.

Trevor Broersma responded that the trails plan is at a conceptual stage and it could be successfully implemented if residents and the Board work together on refining the plan. He also acknowledged that existing pirate or social trails on USFS and BCMD property need to be eliminated. BCMD dollars have been spent to improve trails and trailheads on USFS property that originate in Singletree, with USFS approval.

Taylor Critchlow, resident, and his family use the trails in and around Singletree. He does not want to see any parking on Latigo Circle. He is concerned that the parking and adjacent trails will be used a lot by non-Singletree residents. There is already a shortcut trail from the

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roundabout to the Berry Creek trail. He mentioned that it sucks to climb on your bike, and it may be possible to modify the existing shortcut trail to Berry Creek, so it is more user friendly for bikers and eliminating the need for the proposed west trail. He encouraged the Board to focus their trail efforts elsewhere in Singletree.

Jeanne Whitney, resident, questioned whether adding parking at trailheads is for Singletree residents or for non-Singletree residents. This parking is inviting non-residents into the community and causes her a traffic concern too.

SEPTEMBER 23, 2025, MEETING MINUTES

The Board reviewed September 23, 2025, meeting minutes. By motion duly made and seconded, it was unanimously

RESOLVED to approve September 23, 2025, meeting minutes.

OTHER BUSINESS

- It was noted that each Board member received a copy of the letter from resident Michael Brownlee. The letter has been forwarded to the Board's attorney, who has also notified the insurance carrier due to the threat of litigation. Board members should expect to receive an email from the attorney, and further information will be provided at the December meeting.

CHAROLAIS PARK PLAN PRICING UPDATE

Pedro Campos, Zehren & Associates, presented the plan to update the Charolais Park and a high-level pricing estimate. The proposed plan is to update the pavilion by cladding existing log poles with metal boxes, eliminating the stairs to the pavilion and instead providing an ADA ramp into it, replace the existing playground and playground equipment that includes a small expansion to meet safety zone requirements, add an ADA accessible path between all of the park elements, smoothing out the lawn so there is more usable area, and replacing all irrigation including temporary irrigation to new plantings. The existing split rail fence along the south boundary of the park will be extended all the way to the north side of the park. Nose-in gravel parking and an accessible port-o-let is also contemplated. These improvements are expected to cost approximately \$360,000. The proposed construction is expected to take approximately 12 weeks to complete.

Board comments included:

- A note that there is no fishing pier in the plan.
- A request to ensure the beach area is cleaned up and new benches are installed.
- A request for additional shade trees adjacent to the beach be included.
- Confirmation that the smoothing of the turf area will remain a passive play area with the tree roots and previous bushes being removed.
- A request to look at widening the existing walking path around the pond.
- Clean up the south staircase "to nowhere."

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- Evaluate the location of the port-o-let to minimize its visual impact and ensure it is an aesthetically pleasing enclosure.
- Confirm there are “no swimming” signs at the beach.

Residents’ comments included:

- Add new trees to the turf area to provide some shade.
- Add more sand to the beach area.
- Maintain riparian vegetation around the pond.
- No need to add nose-in parking. The existing parallel parking works well today.
- Maintain a peaceful park as it exists today.
- Making the park nicer will bring in people from other places.
- Do not add users or traffic to the area. This is not Central Park.
- Add a water feature to the pond.
- Residents used to clear the pond in the winter for ice skating. There are no young kids in the neighborhood anymore.
- Appreciate the plan the Board is considering. It is a nice update.
- Consider lowering the location of the port-o-let so it is not so visible from the street. It could become an attractive nuisance.
- The bathroom, parking, and other improvements will add more people. Is a bathroom required?
- Is it possible to add a “real bathroom?”

The Board thanked everyone for their input. It was noted that nothing has been decided, nor has any money been allocated for any work on the park or any trails at this time. Residents were encouraged to email the Community Manager with additional thoughts or suggestions.

Two large “No Parking” signs have been installed at Latigo Circle and Eagle County cut in the east shoulder of the road to make it more uncomfortable to park a car in that area. Residents have been appreciative of these efforts to address “rest stop” uses on the street.

OPEN ITEM STATUS REPORT

- The report and items on it will help inform the budget discussion.
- The Borne Consulting reserve study will be used to inform the budget development process going forward.
- The Charolais Park Plan will be part of the 2026 budget discussion.

OPERATIONS REPORT

- The pavilion at Chip Ramsey Park has been re-keyed and a lock box has been added there for convenience.
- The bathrooms are closed for the season at Chip Ramsey Park. A port-o-let has been added to the parking lot.

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- The stop signs at Hereford and June Creek Roads have been cleared. Vegetation had overgrown them.
- Todd has been here for one-year on November 1! He appreciates the thanks that he gets for his work! The Boards thanked him for the work he does for the community!

SEPTEMBER 2025 FINANCIAL STATEMENT

Ken Marchetti explained that the 2026 budget will incorporate recent changes in state law that affect the process for setting the mill levy. Singletree's assessed valuation has increased by approximately 18%. Consistent with previous discussions, the operating reserve will be set at 50% of annual operating expenses, with replacement reserves maintained separately from capital projects reserves. The Borne Consulting report will serve as the foundation for establishing the initial replacement reserve funding. The Board will then need to identify and prioritize capital projects and develop the corresponding budget. Following review, by motion duly made and seconded, it was unanimously

RESOLVED to accept the September 2025 financial statement as presented.

PAYMENT OF OCTOBER 2025 INVOICES

Following review of the payments, by motion duly made and seconded, it was unanimously

RESOLVED to approve the October 2025 invoices for payment.

SCHEDULING THE 2026 BUDGET WORK SESSION DATE

Recognizing the Borne Consulting report will not be available until early November, the Board set the 2026 Budget Work Session for Tuesday, December 2, at 11:30 AM. The key objective of the work session will be setting the 2026 mill levy and designating board priorities for the next year.

UPPER EAGLE REGIONAL WATER AUTHORITY UPDATE (UERWA)

- The 2026 budget has been adopted. The method for funding for the required Wastewater Treatment Plant improvements will be known following November 4, 2025, election results.
- Continue to work on design plans for the Bolts Lake Reservoir.

COMMUNITY MANAGER'S REPORT

- Jamie Pappas, Borne Consulting, recommended replacing the 15-year-old water heater in the attic of Building A before it becomes a problem.
- Walked the proposed single-track sidewalks and they are feasible from a construction perspective. The next step is to walk them with folks from the Sonnenalp as well as adjacent neighbors.

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- An ILC has confirmed that there is not a height bust on the new Rowel Drive duplex.
- Edwards Metro District has received many complaints about the traffic jams in Edwards. It is due to the West End Apartments construction.

OTHER BUSINESS

The Boards committed to completing the Community Manager's annual performance review in a timelier fashion this year and will send out an email to board members for their input.

DISCUSSION ABOUT THE POTENTIAL FOR BCMD TO ASSUME SPOA'S FUNCTIONS

The Boards had a brief discussion about the potential for BCMD to assume SPOA's functions. They will review pros and cons of the possibility and continue the discussion at a future meeting. Being in the middle of budget season, BCMD will wait to fill the existing Board vacancy. It was noted that BCMD has the ability to collect money approximately equivalent to SPOA's annual dues through property taxes rather than annual dues collections.

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 Berry Creek Metropolitan District Board of Directors on this 28th day of October 2025.

Respectfully submitted,

Nina Timm