

**Minutes of the Board of Directors of the
Singletree Property Owners' Association Meeting
November 19, 2025**

A Special Meeting of the Board of Directors of the Singletree Property Owners' Association (SPOA), Eagle County, Colorado, was held on November 19, 2025, at 9:00 a.m., at the Singletree Community Center.

Attendance The following SPOA Directors were present and acting:

- Dan Godec
- Jennie Longville May
- Karen Zavis
- Ron Rubinoff

Also, in attendance:

- Nina Timm, Community Manager
- Charles Dawson, BCMD Board Member
- Chris Neuswanger, Resident
- Helen Burton, Resident

CALL TO ORDER:

Dan Godec called the SPOA meeting to order at 9:01 a.m.

CHANGES TO THE SPOA MEETING AGENDA:

There were no changes to the SPOA agenda.

PUBLIC INPUT:

Chris Neuswanger expressed concern that the 2026 proposed annual dues is a 20% increase over the 2025 annual dues. He encouraged the Board to consider charging a fee to attend the Summer Party to offset the expense. He also encouraged the Board to consider raising Design Review fees to cover a greater amount of the Design Review expenses. He questioned the need for the professional architect to perform staff review of certain design review changes, in particular tree removal. He noted that he is thinking about the pros and cons of the boards considering consolidation. He likes what appears to be the increased accountability of separate boards.

Helen Burton noted that the Architectural Consultant was approximately 15% of the total expenses in 2019 and is now 30% of the expenses in 2026. She encouraged the Board to consider raising Design Review fees. Certain staff approvals will continue to increase in volume as the community ages. Is it possible to hire a staff person at a reduced rate to review certain applications that do not require a licensed architect to review? She requested that the Board look at this for future years. She also encouraged the boards to continue to consider consolidation with Berry Creek Metro District (BCMD) because it optimizes expenses like insurance, dues collections, etc.

The Board responded that they are looking at creating a succession plan for the Architectural Consultant. Submissions for Minor Modifications items that can be staff approved encourages compliance with the Design Guidelines and that is the goal. The Summer Party is a successful event that brings 700+ neighbors together to socialize and get to know one another. Based on the Shared Services Agreement with BCMD, SPOA pays for a greater share of the Community Manager's time due to the volume of SPOA work. The Boards will continue exploring the possibility of opportunities for BCMD to assume SPOA's functions and consolidating the boards.

SPOA is responsible for three things in Singletree: Design Review, Covenant Compliance, and social activities that function as community builders. The three largest expenses in the 2026 budget reflect these responsibilities.

2025 BUDGET REVIEW:

- Expenses exceeded revenue more than was budgeted. Expenses were projected to exceed revenue in 2025 and that was covered by excess earnings from 2024. The projected loss in 2025 will need to be made up in the 2026 budget.
- \$5,000 in additional compensation is projected for the Architectural Consultant based on the contracted number of hours and the actual number of hours worked.

2026 BUDGET OVERVIEW:

- The proposed budget has a 20% increase in annual assessments to \$255 per property and includes covering the additional loss that is projected for 2025. Annual dues are calculated by the estimated expenses that need to be covered in the following year.
- Expenses are anticipated to be largely similar to 2025, with typical increases.
- Interest revenue is anticipated to be less than it has been in the past couple of years because of reduced deposit amounts and reduced interest rates being paid.

The Board discussed the ability to reduce the cost of the Summer Party without impacting its significance to residents and the need for a long-term transition plan for Architectural Consultant services in Singletree. They expressed a desire to not increase dues 20% in one year. Based on that they encouraged an updated budget that generally reflects revenues consistent with 2025, and a moderately reduced Summer Party cost.

ADJOURNMENT:

There being no further business to come before the Board, by motion duly made and seconded it was unanimously

RESOLVED to adjourn the Special Meeting of the Singletree Property Owners Association Board of Directors at 10:35 a.m., this the 19th day of November 2025.