

**Minutes of the Board of Directors of the  
Singletree Property Owners' Association Meeting  
October 28, 2025**

A Regular Meeting of the Board of Directors of the Singletree Property Owners' Association (SPOA), Eagle County, Colorado, was held on October 28, 2025, at 5:50 p.m., at the Singletree Community Center.

**Attendance** The following SPOA Directors were present and acting:

- Dan Godec
- Jennie Longville May
- Karen Zavis

Also, in attendance:

- Nina Timm, Community Manager
- Helen Burton, Virtually
- Tom McClurg
- Lee Burton

**CALL TO ORDER:**

Dan Godec called the SPOA meeting to order at 5:50 p.m.

**CHANGES TO THE SPOA MEETING AGENDA:**

It was noted that the appeal for 1121 Berry Creek Road Unit A1-W has been moved to December 9, 2025, at the applicant's request.

**MEETING MINUTES:**

The SPOA September 23, 2025, meeting minutes were reviewed. Following the discussion, by motion duly made and seconded it was unanimously

**RESOLVED** to approve September 23, 2025, meeting minutes.

**TREASURER REPORT:**

Karen Zavis explained the 2026 budget preparation strategy using September 2025 financials and projections through the end of the year. The budgeted loss is projected to be realized by the end of the year. The 2025 loss was funded by revenue over expenses from 2024. Per Colorado Common Interest Ownership Act (CCIOA), any revenue or loss from one year must be accounted for in the following year's annual assessment computation. Interest revenue is expected to continue dropping based on current interest rates paid by banks on deposits. There is little flexibility in SPOA's budget based on CCIOA required budgeting practices. 2025 revenue and expenses are tracking close to budget. Following the discussion, by motion duly made and seconded it was unanimously

**RESOLVED** to accept the September 2025 financial report as presented.

There is an extra legal bill for DRC compliance matters included in the accounts payable. Legal expenses already exceeded budget for the year. Following review of the accounts payable, by motion duly made and seconded it was unanimously

**RESOLVED** to approve the October 2025 payables.

SPOA's 2026 Budget Work Session has been set for Wednesday, November 19, at 9:00 AM.

**DESIGN REVIEW COMMITTEE REPORT:**

A review of the DRC Escrow Deposits was completed with the goal of cleaning up old outstanding compliance deposits. Good progress has been made and is reflected in the payables this month.

Based on the contracted hours and actual hours worked this year, there will be a discussion about potential additional compensation for the Architectural Consultant at the budget work session.

**COMMITTEE REPORTS:**

Legal – The DRC appeal is following the process.

Trails & Open Space – Tom McClurg explained that all of the potential single-track sidewalks were walked last week and they are mechanically feasible. At the closest point, a potential single-track sidewalk would be approximately 40' from a residence. The next steps include walking them with neighbors who could be impacted by them and representatives from the Sonnenalp. He continues working to get consistent trailhead signs installed at the five existing Singletree trailheads. Based on Public Input during the BCMD meeting, the SPOA Board encouraged eliminating any proposed parking along Latigo Circle.

Communications – 2025 ads for Stroll Singletree are done. Continue to balance the need to share information and the frequency of emails sent to residents.

Social – The Halloween Party was a success. The Wine Tasting is Thursday, November 20, and Sunday, December 14, is the Holiday Party.

**COMPLIANCE UPDATE:**

Discussed under legal matters.

**OTHER BUSINESS:**

There was no other business to discuss.

**ADJOURNMENT:**

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

**RESOLVED** to adjourn the meeting of the Singletree Property Owners Association Board of Directors at 6:25 p.m., this the 28<sup>th</sup> day of October 2025.