

**SINGLETREE PROPERTY OWNERS' ASSOCIATION  
ANNUAL MEETING  
MARCH 8, 2022**

The Annual Meeting was held virtually on Tuesday, March 8, 2022, at 6:00 p.m., at the Singletree Community Center, Edwards, Colorado, and online via Zoom.

The board members present were: Ariana Burkley, Dan Godec, George Gregory, Jennie Longville May, and Karen Zavis. Approximately 60 property owners attended in-person and 7 property owners attended virtually.

**THANKS FOR YEARS OF DEDICATED SERVICE TO THE COMMUNITY** – Thanks was given to George Gregory for his many years of dedicated service to Singletree on the Berry Creek Metropolitan District, Design Review Committee, and Singletree Property Owners Association boards.

**PROOF OF NOTICE** – Director Godec read the Proof of Notice stating that the meeting notice, agenda, and budget were sent to property owners at least 30 days prior to the March 8, meeting with confirmation by Nina Timm.

**MEETING MINUTES** – by motion duly made and seconded, it was unanimously

**RESOLVED** to waive reading and approve the 2021 Annual Meeting Minutes as presented.

**PRESIDENT'S REPORT** – Dan Godec

- Explained that Singletree is governed and maintained by two separate boards, the Berry Creek Metropolitan District (BCMD) and the Singletree Property Owners Association (SPOA). BCMD is funded by property taxes, and they own and maintain the common areas and open space in Singletree. SPOA is funded by \$150 annual dues and is responsible for Design Review, social events, and covenant compliance. The boards have the best interests of Singletree at heart. The boards meet jointly on the fourth Tuesday of each month at 3 PM.
- Singletree is seen as a desirable community to live as evidenced by increasing property values.
- Both boards are working to protect the community with wildfire risk mitigation efforts.
  - The SPOA Board is evaluating new and/or replacement cedar shake roofs and what is the appropriate action to take in the community's best interests in the future.
- SPOA will engage Zehren and Associates to engage the community in a Community Enhancement Planning process that will begin in June. SPOA will pay for the planning process from existing unrestricted reserves, but not any project costs that may be identified.
- SPOA is looking to update the Rules & Regulations.

## **LEGAL COUNSEL UPDATE - Wendell Porterfield**

- Singletree was established with 4 separate filings, each with separate covenants.
- In 1995, the Amended and Restated Covenants, Conditions, and Restrictions were filed encompassing all 4 filings.
- In 1992, the Colorado legislature adopted the Colorado Common Interest Ownership Act (CCIOA) and the SPOA Board takes the position that SPOA is governed by CCIOA.
- In CCIOA, the budget is adopted by the Board and the owners can veto the budget. If the budget is vetoed by 50% of the owners, then the Board operates under the previously approved budget.

## **TREASURER'S REPORT – Karen Zavis**

- SPOA is in excellent financial condition; its only asset is cash.
- There was approximately an \$800 operating loss in 2021.
- SPOA has three primary expense categories: administration, Architectural Consultant, and the Summer Party.
- Design Review fee revenue fell short of expectations.
  - There is no charge for staff approvals and the SPOA Board believes this is prudent as it encourages compliance with the Design Guidelines.
- The cost of the Summer Party increased in 2021, and the 2022 budget anticipates increased attendance and cost for the event.
- The components of SPOA's net assets have been revised to reflect a 3-month Operating Cash Reserve.
  - Unrestricted reserve funds have grown over many years.
  - The proposed budget includes a two-year plan to eliminate unrestricted reserve funds by spending on projects that benefit the whole community.
- The 2022 budget projects an operating loss that will be absorbed by unrestricted reserve funds rather than increasing dues at this time.
- In 2022 and 2023 SPOA will spend unrestricted reserve funds on:
  - The Community Enhancement Plan planning process (\$25,000).
  - Two sets of new stairs at the Mesquite Drive trailhead (\$20,000).
  - New equipment to enhance virtual meetings (\$9,000).
  - Wildfire risk mitigation projects (\$50,000).
- Projected revenues will not cover operating costs in 2022; everything is costing more and in 2023 revenues will need to be increased or expenses significantly decreased.
  - Annual dues have been \$150 for 15 years.
  - Anticipate a \$25 to \$50 per unit dues increase in 2023.

## **DESIGN REVIEW COMMITTEE UPDATE – David Viele**

- Thanks was given to John Perkins, Singletree's Architectural Consultant, for his work and dedication to the community.
- In 2021 there were 157 staff approvals, and 7 major projects were reviewed and approved by the DRC.
- The Design Guidelines were updated to reflect the nearly built out condition in Singletree. The updates addressed the larger, more complex remodels that are occurring.

### **OPEN SPACE AND TRAILS UPDATE - Lee Rimel**

- The trails that have been created to connect Singletree to USFS trails is a huge amenity for the community.
- Looking to enhance the Mesquite Drive trailhead with new stairs; this trailhead provides great winter access.
- Vail Valley Mountain Trails Alliance provides trail maintenance support in Singletree.
- Please respect seasonal trail closures! They are in place for a reason.
  - The Knob Hill trail had the single most seasonal violations in Eagle County!
- Recognized Jim Knez for his years of dedicated service as the Adopt-a-Trail leader in Singletree. A bench will be placed on the Mesquite Drive trail to honor him this summer.

### **LEGAL UPDATE – Dan Godec**

- No pending litigation.
- Working to update the Rules & Regulations.
- Delinquent Annual Dues collections are not a major issue in Singletree.
- The SPOA Board must make decisions to run the community.

### **COMMUNICATIONS UPDATE – Karen Zavis**

- Inside Singletree is a success and that is in large part due to advertisers; please support those businesses.
- SPOA and BCMD provide essential information for residents via Inside Singletree each month.
- Emails are also a valuable communication method with residents. The email list is kept confidential.
- Always looking for new information and ideas to share with residents.

### **SOCIAL COMMITTEE UPDATE – Jennie Longville May**

- Hosted two summer concerts in 2021.
- In 2022 the Summer Party will be held on Saturday, August 20.

### **UNFINISHED BUSINESS – none was reported.**

### **BERRY CREEK METROPOLITAN DISTRICT UPDATE – Courtney Holm**

- The community gym has reopened since its pandemic closure.
- Replacement of playground equipment at Chip Ramsey Park will be completed.
- Working on wildfire risk mitigation projects and encourage homeowners to address their property as well.
- Trail use counters have been added at certain trailheads.
- Replacement of the 40-year-old golf course and parks irrigation system will begin on April 1. The new system will be more water efficient.
- Working to keep the Charolais Circle Pond healthy.
- Contributed to the outdoor ice rink at the Edwards Field House.
- Provided 180,000 dog waste bags at 25 different stations in Singletree in 2021.
- Looking forward to the Community Enhancement Plan process.

- Working on recreation path improvements.
- Replaced the exposed portion of the deck at the Singletree Community Center.
- Added eight new benches throughout Singletree.
- Maintain a mutually beneficial working relationship with the Sonnenalp Club.
- BCMD will have an in-person election on Tuesday, May 3<sup>rd</sup>. You can vote from 7 AM to 7 PM.
  - Each candidate for the BCMD Board gave a brief introduction and overview of themselves.

## **2022 BOARD ELECTION**

- There are two seats up for the SPOA Board.
- Ballots with those who self-nominated by January 21, 2022, were included with Annual Meeting notices.
- Some ballots have already been mailed in or dropped off at the Community Center.
- There was a call for self-nominations from the floor and there were none.
- Candidates Jennie Longville May and Ron Rubinoff introduced themselves.
- Ballots were collected from those in attendance.
- Jennie Longville May and Lorry Prentis were elected for three-year terms.

## **PUBLIC INPUT**

- Recognized Doris Dewton and Peter Bergh, longtime Singletree residents who have passed away, for their contributions to the community.
- Recognized Mike Budd and Chuck Powers for their many hours of work and efforts to make Singletree a great place to live.
- Chris Neuswanger requested the Boards provide meeting packets online.
  - Everyone is encouraged to attend the meetings. The virtual meeting improvements make it easier to attend meetings and a distribution list has been established for meeting packets.
- Norm Cutler noted that BCMD's annual budget is approximately \$1.2 million and SPOA's is approximately \$190,000.
- Terry Dvorkin thanked the Boards for their work. She also confirmed that Singletree Community Center rental fees are retained by BCMD.
- Helen Burton noted that community-wide participation is lacking at the joint meetings. She appreciates the packet distribution list and does not encourage putting the meeting packets online because it is not secure and adding security increases the cost of maintaining and hosting the website.
- Kim Tofferi explained she is excited for the Community Enhancement Planning process and ongoing wildfire risk mitigation. She also noted that Singletree road striping will be done every year by Eagle County. She also commented that changing the joint meeting time could increase participation.
  - It was noted that the joint meetings have tried meeting at a variety of different times over the years.
- Mike Budd encouraged owners to get their free REALFire property assessments. You may be eligible for a state tax credit for completing recommended mitigation work. He also reminded owners to make sure they are properly insured.

**ADJOURNMENT** – There being no further business to come before the Committee, by motion duly made and seconded, it was unanimously

**RESOLVED** to adjourn the Annual Meeting at 7:40 PM this the 8<sup>th</sup> day of March 2022.

Subject to Approval