



**Board of Directors Regular Meeting
March 9, 2023 6pm
Pagosa Lakes Administration Building**

MINUTES

Board Attendees: Dan Mayer - President Via ZOOM
Lars Schneider – Vice President
Danny Musgrove, Secretary
Patrick Donovan, Treasurer
Directors: Mike Perez, Chris Tanner
& Monty Whitman

Staff: Allen Roth - GM, Katie Benoit – CT,
Larry Lynch – DPE Mgr, Keith Cramer – DCS Mgr
Ryan Graham – RA Mgr
Jen Pitcher - Lifestyles

Candace Selk Barnes – Recording Secretary

Owners/Visitors: In person-NONE, via Zoom- T. Frank, E. Cowling and J. Rivas

1. **Call to Order at 6:08 pm** by President Mayer with reminder that video and audio recording is prohibited.
2. **Verification of Quorum by Board Secretary Musgrove**
 - a. Approval of Agenda Motion to approve March 9, 2023 Agenda with addition of 9. New Business f. Announcement by Schneider, 2nd by Whitman. Unanimous.
3. **Approval of the Minutes** Motion to approve the Minutes of February 9, 2023 Regular Meeting of the Board by Tanner, 2nd Schneider. Unanimous.
4. **Owner/Member comments: NONE**
5. **Staff Reports:**
 - a. General Manager’s Report – Roth pointed out that included in the packet were updates to the spreadsheets for projects, reserves and capital. He shared that he will be attendance at the upcoming Arch County Commissioners work session and meeting this coming Tuesday 3/15/2023 beginning at 8:30am at which time they will be voting on ordinance changes to STR’s “caps”. Whatever decision made will impact the PLPOA, he will update board members after the meeting.
 - b. Treasurers Report – by Donovan; furthermore he reported the annual audit is currently underway and a presentation will be given at April BOD meeting. Nothing to add by Benoit.
 - c. Department of Property & Environment Report - Lynch stated as written, and submitted. Schneider asked about possible winter maintenance of gravel trails, Lynch responded that has been reviewed/discussed over the years and explained the many challenges regarding ground surface/equipment/ berms.
 - d. Department of Recreation Amenities Report – Graham; as submitted.
 - e. Department of Community Standards Report – Cramer; nothing to add, as submitted.
 - f. Lifestyle Report – Pitcher requested BOD members contact her with any questions regarding Vantaca access as she will be placing all board documents and monthly packets on Vantaca versus emailing. Report as submitted.

Mayer applauded staff for their continued hard work.

Motion to accept Staff Reports as presented by Whitman, 2nd Schneider. Unanimous.

6. There are two Lot Consolidations and one Lot UN-consolidation for review.

Motion to approve both lot consolidations by Whitman, 2nd Perez. Unanimous.



Motion to approve lot UN-consolidation by Schneider, 2nd Tanner. Unanimous.

7. Committee Reports:

- a. ECC Liaison Report February 2023 Meeting Minutes presented by Board Liaison Musgrove.
- b. Parks and Trails Committee – Lynch stated 4 new committee members are on board and were brought up to date on current projects. Roth and Donovan have requested that the Master Plan be updated.
- c. Recreation Committee – Report as submitted with additional presentation with handouts by Graham regarding his research and two bids for artificial turf. vs. sod for proposed Multipurpose field surface. Discussion followed regarding budgeting and strategic plan. Graham is also pursuing grant opportunities. GM Roth expressed his appreciation to Graham for his exceptional detailed presentation.

Motion to accept all committee Reports by Donovan, 2nd Whitman. Unanimous.

8. Unfinished Business

- a. Strategic Plan Update & Owner Survey- Roth requested board members to review the sample Owner Survey questions and email him any additional input considering the purpose/reason for each question and moving forward with responses for updating possible changes to the Strategic Plan. Deadline in 2 weeks so that a draft can be presented at April 13th meeting with a max of 10 questions, the final survey will be emailed to owners on Monday, April 17, 2023 with the owners responses/results to be reviewed at the May 11 BOD meeting.

9. New Business

- a. Water Tank Easement Agreement

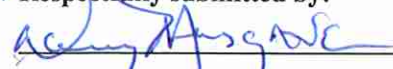
Motion to send the Agreement to PAWSD for signature by Musgrove, 2nd Schneider. Unanimous.

- b. Pine Needle Pick-up Contract – Roth reported only one proposal had been submitted by Elite (long time contractor for this amenity). Board requested that At Your Disposal be contacted one more time with a 1 week deadline for submission. When received Roth will direct an email to all BOD members for a vote between contractors with decision to be ratified at April meeting. Tanner recused self.
- c. County / PLPOA Joint Sessions – Roth has spoken with Archuleta County Manager D. Woodmen about the possibility of open to public Joint Sessions between the PLPOA which represents over half of the county population and the County Commissioners. Discussion ensued. Roth will contact Woodman about possible April dates and the suggestion to meet quarterly.
- d. Fire Mitigation Work for 2023 – Roth and Lynch met recently with B. Trimarco regarding continued greenspace mitigation in 2023 identifying green belts greatest concern as listed. RFP's with specifications for scope of work will be prepared.
- e. Mailbox Improvement Update – Roth had included project report in packet identifying improvements completed and the remaining projects.
- f. Announcement by Mayer; Director Perez has submitted his resignation as of May 12, 2023. Deliberation followed with decision to instruct Roth to advertise vacancy to fill remaining term with April 7 deadline of applications with resumes.


10. Owner/Member comments - NONE

11. Adjournment - Motion to adjourn at 8:02 pm by Perez, 2nd Donovan. Unanimous.

Respectfully submitted by:



Danny Musgrove, Board Secretary



Candace Selk Barnes, Recording Secretary