



Board of Directors Regular Meeting
April 13, 2023 6pm
Pagosa Lakes Administration Building
MINUTES

Board Attendees: Dan Mayer-President
Lars Schneider-Vice President
Danny Musgrove-Secretary
Patrick Donovan-Treasurer
Director: Chris Tanner
Absent: Mike Perez & Monty Whitman (proxies)

Staff: Allen Roth GM, Katie Benoit CT,
Larry Lynch-DPE, Keith Cramer- DCS,
Ryan Graham- RA,
Jen Pitcher- Lifestyles
Candace Selk Barnes-Recording Secretary

Owners/Guests: Emily Lashbrooke, Lori Herricksen, Leah Ballard, Kate Crawford, Pat & Linn Moore,
Linda Lee, Kenny Rogers

VIA Zoom: McMahan & Associates, Tricia Frank and Brian Reid.

1. **Called to Order at 6:09 pm by President Mayer with a reminder that audio and visual recording is prohibited.**
2. **Verification of Quorum by Board Secretary Musgrove – two members absent, proxies received.**
3. **Approval of Agenda – Motion to approve Agenda with addition of Conflict of Interest Disclosure by Schneider, 2nd by Donovan. Passed.**
Approval of the minutes – Motion to approve March 9, 2023 Minutes by Musgrove, 2nd by Tanner. Passed.
 - Conflict of Interest Disclosure - Tanner recused himself from Agenda item 10 b. Pine Needle Pick-up Contract due to Conflict of Interest.
4. **Grant Presentation by CDC Executive Director Emily Lashbrooke on Chris Mtn. II**
5. **Habitat for Humanity Presentation – by Herricksen requesting Permit fees be waived. Motion to waive \$900 of inspection fees, “as formed” fee and if necessary \$100 permit extension fee by Mayer, 2nd by Donovan.**
Unanimous with Proxies. Also asked about possibility of placing storage trailers at PLPOA brush facility and use of Rec Center Showers for volunteer workers this summer. The Board had no objection.
6. **Audit Presentation – McMahan and Associates VIA ZOOM. Motion to approve audit by Donovan, 2nd by Schneider. Unanimously with proxies.**
7. **Owner/Member comments:** Owner K. Rogers presented handouts to members and asked for consideration to approve a “swap” of sliver of greenbelt between his two lots to consolidate as adjoining properties for replat by Archuleta County. Owner Rogers will pay all expenses.

Motion to approve replat as presented by Schneider, 2nd by Tanner. Passed 5-0.
8. **Staff Reports:**
 - a. General Manager’s Report – GM Roth shared the Rec Ctr Women’s Locker Room project is going well. PLPOA has been working with Arch County and PAWSD regarding flooding/sewer issues within Lakeview Estates during massive runoff of snowmelt. An upcoming eblast will include suggestion to Owners to check their homeowner’s insurance covers sewer backup and a reminder that culverts under driveways is homeowners’ responsibility.



- b. Treasurers Report – Treasurer Donovan & CT Benoit- Memo – Cash Fund. No investment activity, all funds are fully insured.
- c. Department of Property & Environment Report – DPE Mgr Lynch. Snow removal equip has been removed and stored, a sure sign of spring. Brush Collection site will open Wednesday May 3 for owner use.
- d. Department of Recreation Amenities Report- RA Mgr Graham stated that Village Interiors is doing a great job, demo done, installation of tile and new counter top should be completed Saturday, April 22 and the Men’s locker room project should commence on April 24.
- e. Department of Community Standards Report – DCS Mgr Cramer as submitted with reminder annual Dumpster Day is upcoming Friday April 21st; last year 7 roll offs were filled. Additionally, “The BIG Spring Clean” a joint effort between Town of Pagosa and Archuleta County will be held on May 5 and 6th with numerous sites accepting a huge variety of rubbish.
- f. Lifestyle Report – J Pitcher as submitted.

Motion to accept Staff Reports as submitted by Schneider, 2nd by Musgrove. Unanimous with proxies.

9. Committee Reports:

- a. ECC Liaison Report March 2023 Meeting Minutes by Board Liaison & EEC Member Musgrove.

Motion to accept Committee Report by Schneider, 2nd by Donovan. Unanimous with proxies.

10. Unfinished Business

- a. Strategic Plan Update & Owner Survey – Discussion regarding draft owner Survey.

Motion to approve with the addition of Wyndam as homeowner option and to end with a space for Additional Comments by Schneider, 2nd by Tanner. Passed.

- b. Pine Needle Pick-up Contract – Email vote did not pass unanimously as required. Discussion with Donovan insisting RFP/RFQ policy be followed. GM Roth stated Article 11 states that deviations can be made by the sole discretion of the Board and recommended the one bid by Elite be accepted as At Your Disposal sent email stating they weren’t interested in bidding. Musgrove shared he had spoken to G&I Disposal and they had no interest either.

Motion to award contract for pine needle pickup at \$3.75 per bag for 2023 authorizing a variance per the Purchasing Policy, to Elite by Schneider, 2nd by Musgrove.

Additional discussion with owner comments supporting RFP/RFQ per policy.

Motion amended to include that in upcoming years and RFQ be required by Schneider, 2nd by Musgrove. Amendment Passed. 4 Ayes with Tanner abstaining.

Amended Motion to award contract considered - 3 ayes, 1 nay by Donovan. Tanner abstained. Passed.

- c. County / PLPOA Joint Sessions – Update by GM Roth – scheduled for Thursday, April 20 Vista Conference Room commencing at 5pm. GM Roth shared draft Agenda – see GM Report.
- d. Board Vacancy – Update by GM Roth; Seven Applicants. Discussion and all agreed that date for Board interviews will be held Tuesday April 25 commencing at 5pm at 15 minute intervals as a Special Meeting to be advertised and open to owners.



Roth reminded all that 3 (three) board positions will be open and those interested in running must submit applications and signed petition by no later than May 15, 2023 by 5 pm.

11. New Business

- a. Contract for Rec Center Crawl Space: GM Roth presented two bids; discussion ensued.

Motion to award Rec Center crawl space renovation to Exclusive Remodeling & Home Repair in the amount of \$ 43,735.35 to be completed by August 1, 2023 by Schneider, 2nd by Tanner. Unanimous with proxies.

- 12. Correspondence** – Letter of gratitude and acknowledgement of job well done to Ryan Graham RA Mgr from Owners.

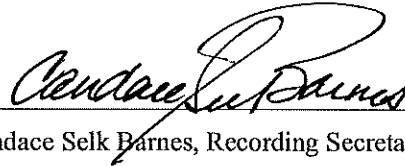
- 13. Owner/Member comments** Zoom attendee T Frank appreciated the letter and agreed with contents regarding Graham.

- 14. Adjournment** – Motion to adjourn at 9:32 pm by Schneider, 2nd by Donovan. Passed.

Respectfully submitted by:



Danny Musgrove, Board Secretary



Candace Selk Barnes, Recording Secretary