



**Board of Directors Regular Meeting  
December 14, 2023 6pm  
Pagosa Lakes Administration Building  
MINUTES**

- 1. 6:00 pm Call to Order**
- 2. Verification of Quorum by Board Secretary**
  - a. Approval of Agenda
- 3. Approval of the minutes**

**November 9, 2023 Regular Meeting of the Board**
- 4. Disclosures of Conflicts**
- 5. Owner/Member comments (individual comments are limited to three (3) minutes)**
- 6. Appointment of PLPOA Member to Fill Irregular Board Vacancy**
- 7. Staff Reports:**
  - a. General Manager's Report
  - b. Treasurers Report
  - c. Department of Property & Environment Report
  - d. Department of Recreation Amenities Report
  - e. Department of Community Standards Report
  - f. Lifestyle Report
- 8. There are 2 lot Consolidation up for review**
- 9. Committee Reports:**
  - a. ECC Liaison Report November 2023 Meeting Minutes
- 10. Unfinished Business**
  - a. 2024 Budget
  - b. Memorandum of Understanding – Youth Athletic Field
  - c. South Village Lake Boat Ramp
- 11. New Business**
  - a. Owner Meeting
- 12. Board Correspondence**
- 13. Owner/Member comments (individual comments are limited to three (3) minutes)**
- 14. Adjournment**



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

Board Attendees: Mayer, Whitman  
Lundy, Moore, Bailey by Proxy  
Absent: Schneider & Tanner

Staff: Roth GM, K. Benoit CT

Owners/Guests: J. Prutsman, L. Moore, A. Guszczka

- 1. Call to Order at 6:20 pm by Mayer**
- 2. Verification of Quorum by Board Secretary Whitman.**
  - a. Approval of Agenda MOTION to add b. Tract Z to Unfinished Business by Mayer 2<sup>nd</sup> by Whitman. Passed.
- 3. Approval of the minutes** MOTION to approve October 12, 2023 Regular Meeting of the Board Minutes by Whitman, 2<sup>nd</sup> by Lundy. Passed with Bailey proxy.
- 4. Disclosures of Conflicts - NONE**
- 5. Owner/Member comments-** Owner Prutsman questioned if the Board had authorized legal proceedings regarding S. Village Lake access. Mayer responded affirmatively. Attorney's are negotiating.
- 6. Staff Reports:**
  - a. General Manager's Report – Stands as submitted. GM Roth thanked R Graham RA Mgr for teaching CPR classes to 10 staff members.
  - b. Treasurers Report – Stands. Recommendation from Investment Chair Guszczka to move \$250K from Capitol Funds to 12 month CD at 5.45% was passed by a motion by Whitman, 2<sup>nd</sup> by Moore.
  - c. Department of Property & Environment Report – As submitted. Brush Collection/mulch yard to close November 17, after another successful season.
  - d. Department of Recreation Amenities Report – As submitted.
  - e. Department of Community Standards Report As submitted, Cramer shared that Dumpster Day was successful as 7 large roll aways were filled. After receiving several complaints, adding rule regarding the visibility of outside processing of wild game to be considered.
  - f. Lifestyle Report – Busy time of year; Holiday Market was successful, annual Thanksgiving Dinner cancelled due to lack of registrants, extraordinary Santa Experience and Winter Newsletter in the works.

MOTION accept Staff Reports by Moore, 2<sup>nd</sup> by Whitman. Passed with Bailey proxy.

- 7. Lot Consolidations up for review.** MOTION to ratify by Moore, 2<sup>nd</sup> by Whitman. Passed with Bailey proxy.
- 8. Committee Reports:**
  - a. ECC Liaison Report October 2023 Meeting Minutes. MOTION to accept by Whitman, 2<sup>nd</sup> by Moore. Passed with Bailey proxy.

**9. Unfinished Business**

- a. 2024 Budget – Draft 2 presented with few changes recommended by Finance Committee and Board; increase of permit fees and Rec Ctr membership.

MOTION to approve Draft 2 of 2024 Budget by Whitman, 2<sup>nd</sup> by Moore. Passed with Baily proxy.

- b. Tract Z – Greenbelt inadvertently left out of Wyndam transfer of ownership to PLPOA.

MOTION for GM Roth to proceed with transfer by Wyndam, followed by execution of Quit Claim Deed of Tract Z to Larry Lunsford by Whitman, 2<sup>nd</sup> by Moore. Passed with Bailey proxy.

**10. New Business**

- a. Rec Center Dehumidification Update by GM Roth.

MOTION to change order for installation of cooling unit in equipment room by Moore, 2<sup>nd</sup> by Lundy. Passed.

- b. NVL Trail Ribbon Cutting to be held November 20 at 11 am by Chamber of Commerce; all encouraged to attend. Followed by a North Village Lake owners celebratory lunch.

11. Board Correspondence- None.

12. Owner/Member comments - NONE

**13. Adjournment** MOTION to adjourn at 7pm by Moore, 2<sup>nd</sup> by Lundy. Passed.

**Respectfully submitted by;**

---

**Monty Whitman, Board Secretary**

---

**Candace Selk Barnes, Recording Secretary**

---

---

**INTEROFFICE MEMORANDUM**

---

---

**TO:** PLPOA BOARD TREASURER

**FROM:** KATIE BENOIT

**SUBJECT:** ACCOUNTING NOTES FOR NOVEMBER 2023.

**DATE:** November 30, 2023

As of November 30, 2023, the Association has received \$1,796,100 or 99.1% of the total billed 2023 regular assessments of \$1,812,900. For the same period in 2022, the collections were approximately \$1,625,000 or 97.4% of the total of \$1,667,325 billed.

Certificates of Deposit as of November 30, 2023:

<b>MATURITY</b>	<b>RATE</b>	<b>VALUE</b>	<b>FUND</b>
3/28/2024	3.85%	\$300,000	Reserve
5/29/2024	5.20%	\$125,000	Operating
5/31/2024	5.25%	\$125,000	Operating
5/31/2024	5.30%	\$210,000	Trails Reserve
5/31/2024	5.25%	\$69,000	Operating
11/20/2024	5.35%	\$125,000	Capital
11/21/2024	5.30%	\$125,000	Capital

# Pagosa Lakes Property Owners Association, Inc

Balance Sheet as of 11/30/2023

Assets	Operating	Capital	Reserve	Total
<b>Current Assets</b>				
10000 - Petty Cash	\$951.60			\$951.60
10500 - Cash-TBK Operating	\$332,097.43			\$332,097.43
11540 - First Citizens Bank Operating	\$69,097.14			\$69,097.14
11541 - First Citizens Bank Sweep - Operating	\$120,448.15			\$120,448.15
12100 - Edward Jones Operating	\$71,146.05			\$71,146.05
12110 - Edward Jones Emergency Fund	\$256,459.46			\$256,459.46
12200 - Edward Jones Capital Improvement		\$650,111.13		\$650,111.13
13820 - Edward Jones Reserves			\$649,799.00	\$649,799.00
13841 - First Citizens Bank Reserves - CDARS			\$300,000.00	\$300,000.00
13850 - Edward Jones Trails Maintenance Reserves			\$234,641.47	\$234,641.47
14000 - Accounts Receivable	\$89,399.58			\$89,399.58
14900 - Allowance for Doubtful Accounts	(\$57,995.39)			(\$57,995.39)
15100 - Accts Rec.-Employee Dep Health	\$2,671.50			\$2,671.50
15200 - Accts Rec.-Prepaid Legal	\$15.95			\$15.95
15300 - Accts Rec.-Supplemental Health	\$0.11			\$0.11
16000 - Prepaid Expenses	\$18,125.23			\$18,125.23
<b>Total Current Assets</b>	<b>\$902,416.81</b>	<b>\$650,111.13</b>	<b>\$1,184,440.47</b>	<b>\$2,736,968.41</b>
<b>Fixed Assets</b>				
18500 - Land: Admin-Shop-Rec Center	\$506,377.38			\$506,377.38
18510 - Building	\$3,973,557.99			\$3,973,557.99
18520 - Equipment	\$894,966.73			\$894,966.73
18530 - Lakes	\$425,755.37			\$425,755.37
18540 - Improvements	\$1,585,187.24			\$1,585,187.24
19900 - Accumulated Depreciation	(\$3,285,082.06)			(\$3,285,082.06)

# Pagosa Lakes Property Owners Association, Inc

Balance Sheet as of 11/30/2023

<b>Liabilities / Equity</b>	<b>Operating</b>	<b>Capital</b>	<b>Reserve</b>	<b>Settlement</b>	<b>Total</b>
<b>Total Fixed Assets</b>					<b>\$4,100,762.65</b>
<b>Total Assets</b>	<b>\$5,003,179.46</b>	<b>\$650,111.13</b>	<b>\$1,184,440.47</b>		<b>\$6,837,731.06</b>
<b>Current Liabilities</b>					
20000 - Accounts Payable	\$393.74				\$393.74
20100 - Accrued Expenses	\$46,748.46				\$46,748.46
22000 - Prepaid Assessments	\$19,013.51				\$19,013.51
23000 - Contract Liability	\$128,578.00				\$128,578.00
25000 - Other Current Liabilities	\$37.95				\$37.95
27000 - Employee Dep Health Payable	(\$670.00)				(\$670.00)
<b>Total Current Liabilities</b>	<b>\$194,101.66</b>				<b>\$194,101.66</b>
<b>Equity</b>					
30000 - Donated Capital	\$2,121,280.83				\$2,121,280.83
31000 - Funds Transfer	\$177,065.08	\$55,476.86	(\$157,181.68)		\$75,360.26
32000 - Retained Earnings-Operating	\$2,128,620.91	\$101,285.34	(\$112,324.29)		\$2,117,581.96
33000 - Retained Earnings-Reserves			\$1,183,882.09		\$1,183,882.09
34000 - Retained Earnings-Capital Improvement		\$455,629.14			\$455,629.14
35000 - Retained Earnings-Settlement				(\$963.57)	(\$963.57)
36000 - Net Income	\$382,110.98	\$37,719.79	\$270,064.35	\$963.57	\$690,858.69
<b>Total Equity</b>	<b>\$4,809,077.80</b>	<b>\$650,111.13</b>	<b>\$1,184,440.47</b>	<b>-</b>	<b>\$6,643,629.40</b>
<b>Total Liabilities / Equity</b>	<b>\$5,003,179.46</b>	<b>\$650,111.13</b>	<b>\$1,184,440.47</b>	<b>-</b>	<b>\$6,837,731.06</b>

# Pagosa Lakes Property Owners Association, Inc

## Statement of Revenues and Expenses 11/1/2023 - 11/30/2023

	Current Period			Year To Date			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
<b>Operating Income</b>							
<b>Admin Service Income</b>							
40000 - Association Dues-Regular	-	-	-	1,809,900.00	1,811,100.00	(1,200.00)	1,811,100.00
40010 - Association Dues-Timeshare	-	-	-	296,100.00	296,100.00	-	296,100.00
40020 - Association Dues-STR	1,200.00	-	1,200.00	268,250.00	225,000.00	43,250.00	225,000.00
40100 - Funds Transfer-General Reserves	-	-	-	(548,236.18)	(366,000.00)	(182,236.18)	(366,000.00)
40110 - Funds Transfer-Trails Maintenance Reserve	-	-	-	-	(54,000.00)	54,000.00	(54,000.00)
40200 - Funds Transfer-Capital Improvement	-	-	-	(313,740.00)	(313,740.00)	-	(313,740.00)
40300 - Assessments-Uncollectible	(1,407.76)	-	(1,407.76)	(14,043.20)	(35,000.00)	20,956.80	(35,000.00)
40400 - Carry Forward	-	-	-	-	75,000.00	(75,000.00)	75,000.00
40500 - Late Charges	953.89	-	953.89	31,589.49	40,000.00	(8,410.51)	40,000.00
40600 - Other Income-Lien Fees	300.00	-	300.00	6,000.00	11,000.00	(5,000.00)	11,000.00
40700 - Delinquent Postage Fees	110.46	416.67	(306.21)	2,846.24	4,583.37	(1,737.13)	5,000.00
40800 - Delinquent Door Notice Fees	-	-	-	2,579.70	15,000.00	(12,420.30)	15,000.00
41000 - Lot Consolidation Fee	-	2,083.33	(2,083.33)	52,318.00	22,916.63	29,401.37	25,000.00
41010 - Other Income-Transfer Fees	3,680.00	7,083.33	(3,403.33)	63,385.00	77,916.63	(14,531.63)	85,000.00
41020 - Other Income-Misc	-	-	-	218,872.75	-	218,872.75	-
41250 - Credit card expense payment	-	-	-	95.40	100.00	(4.60)	100.00
41900 - Interest - Operating	1,684.47	1,250.00	434.47	29,956.50	13,750.00	16,206.50	15,000.00
<b>Total Admin Service Income</b>	<b>6,521.06</b>	<b>10,833.33</b>	<b>(4,312.27)</b>	<b>1,905,873.70</b>	<b>1,823,726.63</b>	<b>82,147.07</b>	<b>1,834,560.00</b>
<b>Community Standards Income</b>							
42000 - Filing Fee	570.00	255.00	315.00	14,040.00	14,150.00	(110.00)	15,200.00
42010 - Review & Inspect Fee	11,700.00	1,596.00	10,104.00	109,420.00	89,335.00	20,085.00	95,900.00
42100 - DCS Fines	3,014.72	59.00	2,955.72	7,114.71	3,258.00	3,856.71	3,500.00
42300 - Community Enhancement	-	51.00	(51.00)	4,211.35	3,293.00	918.35	3,500.00
<b>Total Community Standards Income</b>	<b>15,284.72</b>	<b>1,961.00</b>	<b>13,323.72</b>	<b>134,786.06</b>	<b>110,036.00</b>	<b>24,750.06</b>	<b>118,100.00</b>
<b>Property &amp; Environment Income</b>							
44000 - Fishing Permits	3,014.19	13,000.00	(9,985.81)	155,070.43	143,000.00	12,070.43	156,000.00
44010 - Boat Permits	20.00	750.00	(730.00)	9,610.00	8,250.00	1,360.00	9,000.00
44100 - Weed Control	-	41.67	(41.67)	-	458.37	(458.37)	500.00
44200 - Property/Environment-Fines	-	33.33	(33.33)	75.00	366.63	(291.63)	400.00
44300 - Other-DPE (Seed/Fertilizer)	-	291.67	(291.67)	7,534.00	3,208.37	4,325.63	3,500.00
<b>Total Property &amp; Environment Income</b>	<b>3,034.19</b>	<b>14,116.67</b>	<b>(11,082.48)</b>	<b>172,289.43</b>	<b>155,283.37</b>	<b>17,006.06</b>	<b>169,400.00</b>
<b>Community Lifestyle Income</b>							
46000 - Community Activities	5,822.90	500.00	5,322.90	13,337.01	3,500.00	9,837.01	4,000.00
46100 - Newsletter Advertising	-	6,000.00	(6,000.00)	4,577.00	8,000.00	(3,423.00)	8,000.00
46200 - Rent-Clubhouse	240.00	280.00	(40.00)	6,941.00	7,220.00	(279.00)	7,500.00
46210 - Kitchen Rental	-	-	-	100.00	400.00	(300.00)	500.00
46220 - Accessory Rental-Tablecloths	-	-	-	-	200.00	(200.00)	250.00

# Pagosa Lakes Property Owners Association, Inc

## Statement of Revenues and Expenses 11/1/2023 - 11/30/2023

	Current Period			Year To Date			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
<b>Operating Income</b>							
46230 - Clubhouse Cleaning	-	-	-	600.00	600.00	-	900.00
46300 - Vista Garden Income	-	-	-	1,676.00	3,000.00	(1,324.00)	3,000.00
<b>Total Community Lifestyle Income</b>	<b>6,062.90</b>	<b>6,780.00</b>	<b>(717.10)</b>	<b>27,231.01</b>	<b>22,920.00</b>	<b>4,311.01</b>	<b>24,150.00</b>
<b>Recreation Amenities Income</b>							
48000 - PLPOA Members-Amenities	26,090.86	12,500.00	13,590.86	295,504.03	258,500.00	37,004.03	269,694.00
48100 - Sponsored Guest-Amenities	-	-	-	5.00	-	5.00	-
48200 - Timeshare Owners-Amenities	-	-	-	211,974.00	158,981.00	52,993.00	211,974.00
48300 - Sponsored Events/Programs	606.00	850.00	(244.00)	14,345.00	14,200.00	145.00	15,254.00
48400 - Rental Income	487.00	300.00	187.00	2,720.51	3,600.00	(879.49)	4,000.00
48500 - Retail	54.80	300.00	(245.20)	1,772.75	3,100.00	(1,327.25)	3,500.00
48600 - Pagosa Springs Porpoises Swim Revenue	-	-	-	5,981.00	-	5,981.00	-
<b>Total Recreation Amenities Income</b>	<b>27,238.66</b>	<b>13,950.00</b>	<b>13,288.66</b>	<b>532,302.29</b>	<b>438,381.00</b>	<b>93,921.29</b>	<b>504,422.00</b>
<b>Total Operating Income</b>	<b>58,141.53</b>	<b>47,641.00</b>	<b>10,500.53</b>	<b>2,772,482.49</b>	<b>2,550,347.00</b>	<b>222,135.49</b>	<b>2,650,632.00</b>

## Operating Expense

### Admin Service Expense

50000 - Payroll-Admin	30,815.96	30,967.92	151.96	323,997.18	340,647.12	16,649.94	371,615.00
50010 - Payroll-Overtime-Admin	-	83.33	83.33	201.30	916.63	715.33	1,000.00
50020 - Payroll Taxes-Admin	2,494.50	2,500.00	5.50	27,898.57	27,500.00	(398.57)	30,000.00
50100 - Health Insurance-Admin	4,970.45	5,104.17	133.72	59,645.40	61,250.00	1,604.60	61,250.00
50110 - Dental Insurance-Admin	338.61	341.67	3.06	4,063.32	3,758.37	(304.95)	4,100.00
50120 - Vision Insurance-Admin	49.38	50.00	.62	543.18	550.00	6.82	600.00
50130 - SAR-SEP-Admin	1,612.23	1,416.67	(195.56)	16,994.04	15,583.37	(1,410.67)	17,000.00
50140 - HRA-Health Reimbursement-Admin	1,400.00	1,400.00	-	16,800.00	15,400.00	(1,400.00)	16,800.00
50150 - Insurance-Workers Comp-Admin	-	125.00	125.00	1,290.44	1,375.00	84.56	1,500.00
50160 - Life Insurance-All	196.78	200.00	3.22	2,164.58	2,200.00	35.42	2,400.00
50190 - Payroll-Paychex	691.87	750.00	58.13	6,191.69	8,250.00	2,058.31	9,000.00
50195 - Misc (Admin Cafeteria Plan)	119.00	133.33	14.33	1,151.00	1,466.63	315.63	1,600.00
50200 - Office Supplies	529.00	583.33	54.33	4,554.18	6,416.63	1,862.45	7,000.00
50250 - Software Expense	2,233.00	2,291.67	58.67	27,922.12	25,208.37	(2,713.75)	27,500.00
50251 - Office Equip Repair/Tech Help	901.75	916.67	14.92	11,757.19	10,083.37	(1,673.82)	11,000.00
50260 - Equipment Leases	-	250.00	250.00	2,179.04	2,750.00	570.96	3,000.00
50300 - Postage	-	916.67	916.67	8,447.52	10,083.37	1,635.85	11,000.00
50310 - Admin Copier	-	41.67	41.67	-	458.37	458.37	500.00
50320 - Copies/Printing	-	83.33	83.33	-	916.63	916.63	1,000.00
50400 - Dues & Fees	577.00	145.83	(431.17)	1,051.00	1,604.13	553.13	1,750.00
50410 - Education-Seminars	2,482.63	708.33	(1,774.30)	8,708.43	7,791.63	(916.80)	8,500.00
50420 - Subscriptions	-	22.92	22.92	35.00	252.12	217.12	275.00
50500 - Gas/Mileage	-	16.67	16.67	48.15	183.37	135.22	200.00



# Pagosa Lakes Property Owners Association, Inc

## Statement of Revenues and Expenses 11/1/2023 - 11/30/2023

	Current Period			Year To Date			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
<b>Operating Expense</b>							
50700 - Board Meetings/Discretionary	46.40	100.00	53.60	840.01	1,100.00	259.99	1,200.00
50710 - Online Elections	-	1,333.33	1,333.33	11,420.09	14,666.63	3,246.54	16,000.00
50900 - Misc. & Contingency	32.86	83.33	50.47	1,039.96	916.63	(123.33)	1,000.00
50950 - Advertisement	-	83.33	83.33	416.35	916.63	500.28	1,000.00
51000 - Audit	15,000.00	2,166.67	(12,833.33)	27,500.00	23,833.37	(3,666.63)	26,000.00
51100 - Legal	299.00	4,166.67	3,867.67	81,772.58	45,833.37	(35,939.21)	50,000.00
51200 - Legal-Collections	-	2,083.33	2,083.33	50,422.67	22,916.63	(27,506.04)	25,000.00
51201 - Legal-Collections-billed	(1,351.04)	-	1,351.04	(43,124.57)	-	43,124.57	-
51500 - Property Taxes	-	208.33	208.33	66.32	2,291.63	2,225.31	2,500.00
51510 - Income Tax	-	-	-	-	3,900.00	3,900.00	3,900.00
52000 - Insurance Deductibles	-	83.33	83.33	-	916.63	916.63	1,000.00
52010 - Master Insurance	-	-	-	76,843.83	70,000.00	(6,843.83)	70,000.00
53000 - Bank Charges	(10.00)	41.67	51.67	35.00	458.37	423.37	500.00
53010 - Credit Card Charges	852.47	1,166.67	314.20	12,497.77	12,833.37	335.60	14,000.00
53020 - Returned Checks	-	8.33	8.33	-	91.63	91.63	100.00
53030 - Delinquent Account Expenses	-	1,666.67	1,666.67	568.02	18,333.37	17,765.35	20,000.00
<b>Total Admin Service Expense</b>	<b>64,281.85</b>	<b>62,240.84</b>	<b>(2,041.01)</b>	<b>745,941.36</b>	<b>763,653.37</b>	<b>17,712.01</b>	<b>820,790.00</b>
<b>Community Standards Expense</b>							
60000 - Payroll-DCS	23,611.53	23,916.08	304.55	252,845.63	263,076.88	10,231.25	286,993.00
60010 - Payroll-Overtime-DCS	41.18	250.00	208.82	1,358.81	2,750.00	1,391.19	3,000.00
60020 - Payroll Taxes-DCS	1,914.65	1,916.67	2.02	21,822.17	21,083.37	(738.80)	23,000.00
60100 - Health Insurance-DCS	4,248.25	3,925.00	(323.25)	47,155.57	47,100.00	(55.57)	47,100.00
60110 - Dental Insurance-DCS	368.72	316.67	(52.05)	4,063.20	3,483.37	(579.83)	3,800.00
60120 - Vision Insurance-DCS	51.28	41.92	(9.36)	517.03	461.12	(55.91)	503.00
60130 - SAR-SEP-DCS	1,365.30	1,041.67	(323.63)	11,463.57	11,458.37	(5.20)	12,500.00
60140 - HRA-Health Reimbursement-DCS	1,000.00	1,000.00	-	11,400.00	11,000.00	(400.00)	12,000.00
60150 - Insurance-Workers Comp-DCS	-	333.33	333.33	3,524.51	3,666.63	142.12	4,000.00
60200 - Office/Field Supplies/Expenses	139.19	298.00	158.81	1,222.74	4,054.00	2,831.26	4,500.00
60230 - Uniforms	-	33.00	33.00	320.50	450.00	129.50	500.00
60310 - DCS Copier	622.82	516.67	(106.15)	6,109.34	5,683.37	(425.97)	6,200.00
60320 - Printing Decs & Maps	-	133.33	133.33	465.39	1,466.63	1,001.24	1,600.00
60410 - Professional Fees	-	33.00	33.00	-	450.00	450.00	500.00
60430 - Training	-	125.00	125.00	1,077.01	1,375.00	297.99	1,500.00
60500 - DCS Vehicle Gas	-	208.33	208.33	1,828.21	2,291.63	463.42	2,500.00
60530 - Vehicle Exp-Sport S 63	111.93	62.50	(49.43)	594.19	687.50	93.31	750.00
60540 - Vehicle Exp-Sport SL 29	-	62.50	62.50	460.56	687.50	226.94	750.00
60700 - ECC Expenses	-	66.00	66.00	-	900.00	900.00	1,000.00
60900 - Contingency	-	33.00	33.00	-	450.00	450.00	500.00
60910 - Capital Expenditures	-	132.00	132.00	-	1,800.00	1,800.00	2,000.00
60930 - Community Enhancement	18,617.22	2,916.67	(15,700.55)	63,123.60	32,083.37	(31,040.23)	35,000.00

# Pagosa Lakes Property Owners Association, Inc

## Statement of Revenues and Expenses 11/1/2023 - 11/30/2023

	Current Period			Year To Date			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
<b>Operating Expense</b>							
<b>Total Community Standards Expense</b>	<b>52,092.07</b>	<b>37,361.34</b>	<b>(14,730.73)</b>	<b>429,352.03</b>	<b>416,458.74</b>	<b>(12,893.29)</b>	<b>450,196.00</b>
<b>Property &amp; Environment Expense</b>							
61000 - Payroll-DPE	28,529.30	28,937.92	408.62	309,619.12	318,317.12	8,698.00	347,255.00
61010 - Payroll-Overtime-DPE	194.82	416.67	221.85	3,546.02	4,583.37	1,037.35	5,000.00
61020 - Payroll Taxes-DPE	2,325.17	2,333.33	8.16	26,834.32	25,666.63	(1,167.69)	28,000.00
61100 - Health Insurance-DPE	4,248.25	4,375.00	126.75	50,979.00	52,500.00	1,521.00	52,500.00
61110 - Dental Insurance-DPE	368.17	375.00	6.83	4,418.04	4,125.00	(293.04)	4,500.00
61120 - Vision Insurance-DPE	54.58	54.58	-	609.79	600.38	(9.41)	655.00
61130 - SAR-SEP-DPE	881.56	833.33	(48.23)	9,093.52	9,166.63	73.11	10,000.00
61140 - HRA-Health Reimbursement-DPE	1,000.00	1,000.00	-	11,800.00	11,000.00	(800.00)	12,000.00
61150 - Insurance-Workers Comp-DPE	-	500.00	500.00	6,385.18	5,500.00	(885.18)	6,000.00
61200 - Office/Field Supplies	-	41.67	41.67	23.17	458.37	435.20	500.00
61210 - Tools, Supplies Expense	406.73	666.67	259.94	5,190.19	7,333.37	2,143.18	8,000.00
61220 - Janitorial Supplies	554.09	250.00	(304.09)	2,034.06	2,750.00	715.94	3,000.00
61230 - Uniforms	-	125.00	125.00	851.84	1,375.00	523.16	1,500.00
61240 - Admin Office Cleaning	-	125.00	125.00	627.02	1,375.00	747.98	1,500.00
61350 - Enforcement/Signage	-	1,000.00	1,000.00	8,738.31	9,500.00	761.69	10,000.00
61351 - Roadside Cleanup/Adopt a Street	-	-	-	100.00	300.00	200.00	300.00
61352 - Signage	-	-	-	291.07	2,000.00	1,708.93	2,000.00
61410 - Seminars/Training/CE	-	125.00	125.00	785.73	1,375.00	589.27	1,500.00
61500 - Vehicle-Gas	-	1,118.75	1,118.75	8,351.33	12,306.25	3,954.92	13,425.00
61510 - Dept Auto #1/2011 Toyota P/U	-	83.33	83.33	65.26	916.63	851.37	1,000.00
61530 - Dept Auto #3/06 Ford	-	250.00	250.00	1,654.51	2,750.00	1,095.49	3,000.00
61540 - Dept Auto #4/2013 Ford Truck	-	125.00	125.00	1,378.80	1,375.00	(3.80)	1,500.00
61550 - Dept Auto #5/2018 Ford F-350	1,343.19	125.00	(1,218.19)	1,782.22	1,375.00	(407.22)	1,500.00
61560 - Dept Auto #6/20 Chevy Silverado	100.12	125.00	24.88	1,338.79	1,375.00	36.21	1,500.00
61570 - Dept Auto #7/2020 Chevy Colo P/U	47.02	125.00	77.98	441.79	1,375.00	933.21	1,500.00
61580 - Kubota Tractor 201	-	41.67	41.67	239.94	458.37	218.43	500.00
61590 - Kubota Tractor 2014	-	208.33	208.33	1,785.42	2,291.63	506.21	2,500.00
61600 - Facilities Maintenance	419.03	583.33	164.30	3,719.04	6,416.63	2,697.59	7,000.00
61601 - Equipment Maintenance	14.84	375.00	360.16	1,453.22	4,125.00	2,671.78	4,500.00
61602 - Trailer Maintenance	92.27	83.33	(8.94)	1,991.68	916.63	(1,075.05)	1,000.00
61603 - Boating Improvements	-	-	-	1,888.63	4,000.00	2,111.37	4,000.00
61604 - Lakes Fisheries & Parks/Repair & Maint	6,801.08	500.00	(6,301.08)	10,940.58	9,500.00	(1,440.58)	10,000.00
61605 - Fence Maint & Construction	-	208.33	208.33	909.80	2,291.63	1,381.83	2,500.00
61606 - Parks & Trails Expense	170.61	416.67	246.06	4,590.41	4,583.37	(7.04)	5,000.00
61610 - Consulting	-	-	-	-	2,000.00	2,000.00	2,000.00
61611 - Engineering/Survey	-	208.33	208.33	-	2,291.63	2,291.63	2,500.00

# Pagosa Lakes Property Owners Association, Inc

## Statement of Revenues and Expenses 11/1/2023 - 11/30/2023

	Current Period			Year To Date			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
<b>Operating Expense</b>							
61620 - Fire Mitigation	189.75	1,916.67	1,726.92	8,084.73	21,083.37	12,998.64	23,000.00
61630 - Grass Seed/Fertilizer	-	-	-	6,436.48	3,500.00	(2,936.48)	3,500.00
61631 - Insect, Disease & Noxious Weeds	10.76	-	(10.76)	997.92	2,500.00	1,502.08	2,500.00
61632 - Water Quality Testing	-	83.33	83.33	-	916.63	916.63	1,000.00
61633 - Weeds & Algae Control	-	2,083.33	2,083.33	18,965.99	22,916.63	3,950.64	25,000.00
61640 - Porta Potties	130.20	583.33	453.13	7,020.80	6,416.63	(604.17)	7,000.00
61642 - PO Cluster Boxes	-	416.67	416.67	5,000.00	4,583.37	(416.63)	5,000.00
61800 - Kids Fishing Derby & Events	-	83.33	83.33	391.54	916.63	525.09	1,000.00
61900 - Misc & Contingency	(40.89)	-	40.89	27.65	-	(27.65)	-
61910 - Common Area Improvements-Repairs-Equip	1,892.19	500.00	(1,392.19)	6,313.81	4,500.00	(1,813.81)	5,000.00
61960 - Stocking & Food Chain	-	8,666.67	8,666.67	96,837.50	95,333.37	(1,504.13)	104,000.00
<b>Total Property &amp; Environment Expense</b>	<b>49,732.84</b>	<b>60,069.57</b>	<b>10,336.73</b>	<b>634,534.22</b>	<b>680,940.27</b>	<b>46,406.05</b>	<b>736,135.00</b>
<b>Community Lifestyle Expense</b>							
62250 - Website-Front Steps	258.09	341.67	83.58	3,634.68	3,758.37	123.69	4,100.00
62320 - Newsletter Prep/Printing/Postage	-	4,000.00	4,000.00	12,070.87	18,000.00	5,929.13	28,000.00
62800 - Community Activities & Events	1,525.00	3,000.00	1,475.00	11,078.16	12,000.00	921.84	20,000.00
62810 - Clubhouse Rental Expense	-	41.67	41.67	(325.00)	458.37	783.37	500.00
62820 - Facilities-Clubhouse	42.10	208.33	166.23	896.52	2,291.63	1,395.11	2,500.00
62830 - Clubhouse Cleaning Expense	-	125.00	125.00	600.00	1,375.00	775.00	1,500.00
62840 - Landscaping Clubhouse	-	41.67	41.67	227.53	458.37	230.84	500.00
62940 - Community Garden	-	-	-	1,549.18	3,000.00	1,450.82	3,000.00
<b>Total Community Lifestyle Expense</b>	<b>1,825.19</b>	<b>7,758.34</b>	<b>5,933.15</b>	<b>29,731.94</b>	<b>41,341.74</b>	<b>11,609.80</b>	<b>60,100.00</b>
<b>Recreation Amenities Expense</b>							
63000 - Payroll-DRA	26,017.80	23,988.42	(2,029.38)	281,127.42	263,872.62	(17,254.80)	287,861.00
63010 - Payroll-Overtime-DRA	-	83.33	83.33	229.04	916.63	687.59	1,000.00
63020 - Payroll Taxes-DRA	2,106.10	1,933.33	(172.77)	24,143.49	21,266.63	(2,876.86)	23,200.00
63100 - Health Insurance-DRA	2,548.95	2,625.00	76.05	30,587.40	31,500.00	912.60	31,500.00
63110 - Dental Insurance-DRA	214.48	216.67	2.19	2,573.76	2,383.37	(190.39)	2,600.00
63120 - Vision Insurance-DRA	35.76	37.50	1.74	393.36	412.50	19.14	450.00
63130 - SAR-SEP-DRA	552.86	391.67	(161.19)	4,086.41	4,308.37	221.96	4,700.00
63140 - HRA-Health Reimbursement-DRA	600.00	600.00	-	7,200.00	6,600.00	(600.00)	7,200.00
63150 - Insurance-Workers Comp-DRA	-	166.67	166.67	2,046.87	1,833.37	(213.50)	2,000.00
63200 - Supplies-Building	1,118.62	836.00	(282.62)	8,050.09	8,088.00	37.91	8,500.00
63210 - Supplies-Programs	56.41	275.00	218.59	5,788.18	9,725.00	3,936.82	10,000.00
63220 - Janitorial/Housekeeping	-	166.67	166.67	1,521.63	1,833.37	311.74	2,000.00
63230 - Uniforms	-	200.00	200.00	-	1,000.00	1,000.00	1,000.00
63250 - EZ Facility Software	588.88	395.83	(193.05)	6,215.28	4,354.13	(1,861.15)	4,750.00
63251 - Tech Help	-	41.67	41.67	-	458.37	458.37	500.00

# Pagosa Lakes Property Owners Association, Inc

## Statement of Revenues and Expenses 11/1/2023 - 11/30/2023

	Current Period			Year To Date			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
<b>Operating Expense</b>							
63320 - Office Supplies/Printing	25.98	86.00	60.02	2,326.82	2,232.00	(94.82)	2,500.00
63400 - Dues/Subscriptions	16.02	20.83	4.81	144.08	229.13	85.05	250.00
63410 - Seminars/Training	374.56	550.00	175.44	1,205.56	2,200.00	994.44	2,200.00
63600 - Maintenance Building	603.75	1,500.00	896.25	10,318.01	16,500.00	6,181.99	18,000.00
63601 - Maintenance-Grounds & Parking	8.83	200.00	191.17	2,301.79	2,900.00	598.21	3,000.00
63602 - Maintenance-Pool	173.63	1,250.00	1,076.37	27,865.59	13,750.00	(14,115.59)	15,000.00
63800 - Pagosa Springs Porpoises Swim	-	83.33	83.33	4,327.96	916.63	(3,411.33)	1,000.00
63810 - Swim Lesson Expense	-	-	-	3,260.00	-	(3,260.00)	-
63900 - Misc & Contingency	-	41.67	41.67	184.00	458.37	274.37	500.00
63910 - Non Capital Equipment Replacement	474.00	416.67	(57.33)	3,019.72	4,583.37	1,563.65	5,000.00
63920 - Merchandise	613.49	166.67	(446.82)	950.19	1,833.37	883.18	2,000.00
64010 - Utilities-Gas Rec	2,537.57	4,500.00	1,962.43	37,233.73	33,500.00	(3,733.73)	38,000.00
64020 - Utilities-Electric Rec	2,957.88	3,000.00	42.12	34,798.76	33,000.00	(1,798.76)	36,000.00
64030 - Utilities-Water Rec	597.75	625.00	27.25	6,169.87	6,875.00	705.13	7,500.00
64040 - Utilities-Waste Control Rec	127.58	108.33	(19.25)	1,604.20	1,191.63	(412.57)	1,300.00
64050 - Irrigation Water Rec	1.96	-	(1.96)	147.11	-	(147.11)	-
64060 - Utilities-Alarm Rec	-	208.33	208.33	577.00	2,291.63	1,714.63	2,500.00
64070 - Utilities-TV-Telephone Rec	210.42	500.00	289.58	3,520.26	5,500.00	1,979.74	6,000.00
75050 - Irrigation Water	-	166.67	166.67	-	1,833.37	1,833.37	2,000.00
<b>Total Recreation Amenities Expense</b>	<b>42,563.28</b>	<b>45,381.26</b>	<b>2,817.98</b>	<b>513,917.58</b>	<b>488,346.86</b>	<b>(25,570.72)</b>	<b>530,011.00</b>
<b>Utilities Expense</b>							
70010 - Gas Admin	72.47	166.67	94.20	1,476.43	1,833.37	356.94	2,000.00
70020 - Electric Admin	-	333.33	333.33	(165.18)	3,666.63	3,831.81	4,000.00
70030 - Water Admin	121.67	341.67	220.00	2,543.00	3,758.37	1,215.37	4,100.00
70040 - Waste Control Admin	-	175.00	175.00	1,753.39	1,925.00	171.61	2,100.00
71010 - Gas Shop	35.50	183.33	147.83	1,641.24	2,016.63	375.39	2,200.00
71020 - Electric Shop	-	166.67	166.67	1,012.58	1,833.37	820.79	2,000.00
71030 - Water Shop	65.25	50.00	(15.25)	653.17	750.00	96.83	800.00
71040 - Waste Shop	-	141.67	141.67	1,486.34	1,558.37	72.03	1,700.00
72010 - Gas Clubhouse	115.06	333.33	218.27	3,118.24	3,666.63	548.39	4,000.00
72020 - Electric Clubhouse	-	166.67	166.67	1,426.59	1,833.37	406.78	2,000.00
72030 - Water Clubhouse	82.17	80.00	(2.17)	2,950.52	1,920.00	(1,030.52)	2,000.00
73000 - Cellular Phones	224.75	250.00	25.25	2,973.54	2,750.00	(223.54)	3,000.00
73010 - Telephone-All Depts Except Rec	461.91	541.67	79.76	4,075.53	5,958.37	1,882.84	6,500.00
74000 - Street Lights	-	133.33	133.33	1,254.44	1,466.63	212.19	1,600.00
74010 - Water Other Assoc Lots	80.40	33.33	(47.07)	321.60	366.63	45.03	400.00
74020 - Aerator	92.19	916.67	824.48	6,672.99	10,083.37	3,410.38	11,000.00
74030 - Internet	357.05	333.33	(23.72)	3,699.96	3,666.63	(33.33)	4,000.00
<b>Total Utilities Expense</b>	<b>1,708.42</b>	<b>4,346.67</b>	<b>2,638.25</b>	<b>36,894.38</b>	<b>49,053.37</b>	<b>12,158.99</b>	<b>53,400.00</b>

# Pagosa Lakes Property Owners Association, Inc

## Statement of Revenues and Expenses 11/1/2023 - 11/30/2023

	Current Period			Year To Date			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
<b>Operating Expense</b>							
<b>Total Operating Expense</b>	212,203.65	217,158.02	4,954.37	2,390,371.51	2,439,794.35	49,422.84	2,650,632.00
<b>Net Operating Income (Loss)</b>	(154,062.12)	(169,517.02)	15,454.90	382,110.98	110,552.65	271,558.33	-

DRAFT

# Pagosa Lakes Property Owners Association, Inc

## Statement of Revenues and Expenses 11/1/2023 - 11/30/2023

	Current Period			Year To Date			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
<b>Reserve Income</b>							
<b>Reserve Income</b>							
80000 - Reserve-Restricted	-	-	-	548,236.18	366,000.00	182,236.18	366,000.00
80100 - Interest-Reserve	1,257.46	-	1,257.46	16,813.31	-	16,813.31	-
<b>Total Reserve Income</b>	<b>1,257.46</b>	<b>-</b>	<b>1,257.46</b>	<b>565,049.49</b>	<b>366,000.00</b>	<b>199,049.49</b>	<b>366,000.00</b>
<b>Trails Maintenance Income</b>							
81000 - Trails Maintenance Reserve	-	-	-	-	54,000.00	(54,000.00)	54,000.00
81100 - Interest-Trails Maint Reserves	255.98	-	255.98	4,920.39	-	4,920.39	-
<b>Total Trails Maintenance Income</b>	<b>255.98</b>	<b>-</b>	<b>255.98</b>	<b>4,920.39</b>	<b>54,000.00</b>	<b>(49,079.61)</b>	<b>54,000.00</b>
<b>Total Reserve Income</b>	<b>1,513.44</b>	<b>-</b>	<b>1,513.44</b>	<b>569,969.88</b>	<b>420,000.00</b>	<b>149,969.88</b>	<b>420,000.00</b>
<b>Reserve Expense</b>							
<b>Admin Service Expense</b>							
53000 - Bank Charges	-	-	-	20.00	-	(20.00)	-
<b>Total Admin Service Expense</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>20.00</b>	<b>-</b>	<b>(20.00)</b>	<b>-</b>
<b>Reserve Expense</b>							
84001 - Exercise Equipment	-	-	-	53,287.32	57,475.00	4,187.68	57,475.00
84013 - Renovate Locker Rooms - Rec Center	-	-	-	64,317.73	78,375.00	14,057.27	78,375.00
84014 - Replace Air Unit - Rec Center	22,550.96	-	(22,550.96)	49,076.96	-	(49,076.96)	-
84019 - Greenbelt Fire Mitigation	-	-	-	30,880.00	73,150.00	42,270.00	73,150.00
84020 - Paint & siding - Clubhouse	-	-	-	10,289.69	9,985.00	(304.69)	9,985.00
84021 - Exterior - Shop	1,071.56	-	(1,071.56)	1,071.56	6,019.00	4,947.44	6,019.00
84022 - Replace Plow	-	-	-	-	8,360.00	8,360.00	8,360.00
84023 - Replace Mailbox - Reserves	-	-	-	44,007.84	43,472.00	(535.84)	43,472.00
84024 - Crawl Space Renovation	-	-	-	46,954.43	31,350.00	(15,604.43)	31,350.00
<b>Total Reserve Expense</b>	<b>23,622.52</b>	<b>-</b>	<b>(23,622.52)</b>	<b>299,885.53</b>	<b>308,186.00</b>	<b>8,300.47</b>	<b>308,186.00</b>
<b>Total Reserve Expense</b>	<b>23,622.52</b>	<b>-</b>	<b>(23,622.52)</b>	<b>299,905.53</b>	<b>308,186.00</b>	<b>8,280.47</b>	<b>308,186.00</b>
<b>Net Reserve Income (Loss)</b>	<b>(22,109.08)</b>	<b>-</b>	<b>(22,109.08)</b>	<b>270,064.35</b>	<b>111,814.00</b>	<b>158,250.35</b>	<b>111,814.00</b>

# Pagosa Lakes Property Owners Association, Inc

## Statement of Revenues and Expenses 11/1/2023 - 11/30/2023

	Current Period			Year To Date			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
<b>Capital Income</b>							
<b>Capital Improvement Income</b>							
90000 - Capital Improvement Income	-	-	-	313,740.00	313,740.00	-	313,740.00
91900 - Interest-Capital Fund	467.03	-	467.03	10,452.69	-	10,452.69	-
<b>Total Capital Improvement Income</b>	<b>467.03</b>	<b>-</b>	<b>467.03</b>	<b>324,192.69</b>	<b>313,740.00</b>	<b>10,452.69</b>	<b>313,740.00</b>
<b>Total Capital Income</b>	<b>467.03</b>	<b>-</b>	<b>467.03</b>	<b>324,192.69</b>	<b>313,740.00</b>	<b>10,452.69</b>	<b>313,740.00</b>
<b>Capital Expense</b>							
<b>Capital Improvement Expense</b>							
95005 - Improve Lake Facilities	-	5,000.00	5,000.00	69,815.38	55,000.00	(14,815.38)	60,000.00
95007 - Mailbox Improvements	-	-	-	78,241.25	-	(78,241.25)	-
95008 - Parks & Trails Capital Expense	-	-	-	458.21	-	(458.21)	-
95009 - Parking Lot - Rec Center	-	12,500.00	12,500.00	2,122.00	137,500.00	135,378.00	150,000.00
95010 - NVL Trail	55,163.83	20,000.00	(35,163.83)	135,836.06	220,000.00	84,163.94	240,000.00
<b>Total Capital Improvement Expense</b>	<b>55,163.83</b>	<b>37,500.00</b>	<b>(17,663.83)</b>	<b>286,472.90</b>	<b>412,500.00</b>	<b>126,027.10</b>	<b>450,000.00</b>
<b>Total Capital Expense</b>	<b>55,163.83</b>	<b>37,500.00</b>	<b>(17,663.83)</b>	<b>286,472.90</b>	<b>412,500.00</b>	<b>126,027.10</b>	<b>450,000.00</b>
<b>Net Capital Income (Loss)</b>	<b>(54,696.80)</b>	<b>(37,500.00)</b>	<b>(17,196.80)</b>	<b>37,719.79</b>	<b>(98,760.00)</b>	<b>136,479.79</b>	<b>(136,260.00)</b>

DRAFT

# Pagosa Lakes Property Owners Association, Inc

## Statement of Revenues and Expenses 11/1/2023 - 11/30/2023

	Current Period			Year To Date			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
<b>Settlement Income</b>							
41910 - Interest - Settlement	-	-	-	963.57	-	963.57	-
<b>Total Settlement Income</b>	-	-	-	<b>963.57</b>	-	<b>963.57</b>	-
<b>Total Settlement Income</b>	-	-	-	<b>963.57</b>	-	<b>963.57</b>	-
<b>Net Settlement Income (Loss)</b>	-	-	-	<b>963.57</b>	-	<b>963.57</b>	-
<b>Net Total</b>	<b>(230,868.00)</b>	<b>(207,017.02)</b>	<b>(23,850.98)</b>	<b>690,858.69</b>	<b>123,606.65</b>	<b>567,252.04</b>	<b>(24,446.00)</b>

DRAFT



**DEPARTMENT OF PROPERTY AND ENVIRONMENT**  
**DECEMBER, 2023 BOARD REPORT**  
**By Larry D Lynch**

---

1. **Lakes and Fisheries** – All four lakes are in good condition heading into winter. A relatively mild fall has resulted in many areas of open water here in early December, we expect ice to begin forming up later this month. Lake levels are down a foot or two in the lower lakes as a result of the hot, dry summer. Not a lot of reserve is left in Stevens Reservoir as it was down 6 feet by early fall. Hatcher Lake is still quite low at around 6 feet down but a small amount of water is coming the Dutton diversion and with a reasonable snow pack the lakes should re-fill in the spring. All of our aeration systems are up and running, water quality is good and we should be in good shape going into the winter.
2. **2024 Fishing Season** – The 2024 fishing season will kick-off beginning Jan 1. The new fishing permits have arrived, and we plan to make the season permits available a week or two before Christmas because we always have quite a few owners who will purchase a fishing permit as a gift for a husband or kids. We will be implementing the new fishing and boating permit prices.
3. **DPE Projects** – The DPE Crew has been busy the past few weeks working on a number of projects including final chipping operations at the brush collection area, winterizing equipment, repairing and rebuilding aeration system components, a couple of larger hazard tree removals in greenbelts, relocating and installing new mailboxes in 2 different locations, and a couple of early mornings on snow removal duties as a couple of small systems came through requiring the clearing of parking lots, trails and mailboxes. Additionally, the DPE crew worked hard on building the Santa event interior features including a fairly large gingerbread house with technical sound system and ceiling ornaments etc..
4. **Rec Center HVAC**- Timberline Framers have completed the groundwork, piers and framing for the new HVAC unit in the back of the Rec Center including the install of the electric service line. The HVAC contractor will be building up the large ductwork and fabrication and is working on a schedule for install. One of the bigger aspects of the job will be tying in the new ductwork to the existing duct in the pool room and will probably require a short closure of the pool during that time.
5. **Asphalt Trail Resurfacing 2024 Reserve Project** – We met with Travis Phillips of Davis Engineering in early December to take a look at various asphalt trail segments on North Pagosa Blvd, Park Ave and Lake Forest Cir. Travis should have a summary to us by the end of the month prioritizing which sections should be re-surfaced next year as part of our budgeted parks and trails reserve fund schedule. It is our hope to have a project

scope completed by the end of this month so we can put the project out to bid as early as feasible in the spring. This would allow us to get on contractor schedules earlier and probably better pricing.

- 6. Pesticide Applicator Licensing** – I will be renewing our limited commercial pesticide applicator license for the Association and my Qualified Supervisor licensing through the State this month. I was able to attend a one-day applicator continuing education training in Durango last month to keep my requirements current.

DRAFT



**Pagosa Lakes Property Owners Association  
Regular Board of Directors Meeting  
Recreation Center Report**

<b>Attendance report for November</b>	<b>2023</b>
Timeshare Sign Ins	1,261
Member Sign Ins	5,721
Total User Attendance	6,982
<b>Programs and Activities Attendance</b>	
All programs in Aerobics Room	162
Water Aerobics	148
Racquetball	120
Basketball	94
Lap Lane	743

### **Manager's Summary:**

- Advanced Fire will be in on 12/14 & 12/15 to replace the sprinkler heads in the racquetball courts. They are doing the project for free.
- I'm trying to put together CPR courses for the PLPOA community for 2024.
- I'm looking into kiosks for the front desk and possibly using them to sale fishing passes. This would tremendously cut down on the time it takes to register someone for a fishing pass and would also save money. We wouldn't have to purchase the fishing pass cards as we would use receipts.
- The Rec center will no longer use Just Click for Rec Center brochures. I will be using an online source such as VistaPrint or GotPrint. They are incredibly cheaper without sacrificing quality.

### **Maintenance/Supervision:**

- We continue to maintain the spa boiler by replacing the main boards and thermistors.
- Chris has the snow equipment ready to go. He will help maintain the parking lot with the tractor and entry side walk.
- Looking into painting a few walls when we close early on Christmas and new Years Eve.
- Continuing the preventive maintenance of gym and pool equipment.

### **Programs:**

- We will be offering beginner X – County Skiing this winter. I'm in need a snowmobile to groom the course.
- I'm currently putting together a cardboard boat regatta race. It will take place in the lap pool.
- In January or when we get more snow, we will have a snowman building competition. We will do it in the field closest to park avenue so everyone can see the snowmen.
- I will be starting a new program called, Swim Team Prep. This program is for kids who can swim but need some help with strokes and learning how to read workouts.
- The high school swim team has begun practicing a few days out of the week. In November they will be practicing four days out of the week.
- I have reached out to a few martial arts instructors to see if they would want to use the aerobics room for any classes.
- I'm am looking into a self defense class.

# November 2023, Department of Community Standards Report

By Keith Cramer

- There are 20 open violations, as of December 6<sup>th</sup>.
- We have opened 8 & closed 10 violations this past month. Compliance has been achieved.
- There are 191 current open project permits as of December 6<sup>th</sup>.
- There were 14 Short Term Rental applications submitted since November 2<sup>nd</sup>.
  - 2 new owners of existing Short Term Rental properties.
  - 10 annual renewals of existing registered STR properties.
  - 2 new registrations of STR properties not previously registered.

## Current Violations as of 12/6/23

XN	Details	Property Address
	185146 Architectural - Storage of Construction Materials	
	185147 Unsightly - Tires	
	185148 Unsightly - Improper Storage of Household Furniture	
	185153 Unsightly - Improper Storage of Appliances	
	276990 Building / Construction - Project Permit Process Violation	
	281223 Unsightly - Improper Storage of Appliances	
	281224 Unsightly - Improper Storage of Household Furniture	
	281225 Unsightly - Constructions Materials Improperly Stored	
	281226 Unsightly - Overall Apperance	
	281227 Hazardous Activities - Burning	
	298080 Landscaping - Removing Trees Without a Permit	
	306269 Building / Construction - Project Permit Process Violation	
	306350 Parking - Parking in the Grass	
	306400 Hazardous Activities - Burning	
	306881 Building / Construction - Project Permit Process Violation	
	306899 Building/Constructions - Doing Work without a Permit	
	311429 Vacation Rentals - Trash/Garbage	
	315474 Hazardous Activities - Obnoxious Offensive or Illegal Activity	
	315475 Vehicle Parking - Inoperable Vehicle	
	315476 Unsightly - Improper Storage of Household Furniture	

## Violations Opened 11/2/23 - 12/6/23

XN	Details	Property Address
	306350 Parking - Parking in the Grass	
	306400 Hazardous Activities - Burning	
	306881 Building / Construction - Project Permit Process Violation	
	306899 Building/Constructions - Doing Work without a Permit	
	311429 Vacation Rentals - Trash/Garbage	
	315474 Hazardous Activities - Obnoxious Offensive or Illegal Activity	
	315475 Vehicle Parking - Inoperable Vehicle	
	315476 Unsightly - Improper Storage of Household Furniture	

DRAFT



# Violations Closed 11/2/23 - 12/6/23

XN	Details	Property Address
	306401 Landscaping - Yard Art	
	306408 Hazardous Activities - Obnoxious Offensive or Illegal Activity	
	306504 Building / Construction - Expired Permit	
	306506 Building / Construction - Expired Permit	
	306544 Hazardous Activities - Trespass	
	306550 Vacation Rentals - Commercial Truck/Heavy Equipments in Reside	
	306565 Vacation Rentals - Parking	
	306904 Noise - General	
	307367 Vehicle Parking - Inoperable Vehicle	
	311421 Architectural - Storage of Construction Material	

DRAFT

**Pagosa Lakes Property Owners Association  
Lifestyle and Communications Report  
Dec 14, 2023  
Jenifer Pitcher**

**Lifestyle:**

- Winter Newsletter
  - **Winter Newsletter Deadlines:**
  - Payment Due: December 15, 2023
  - Camera ready Ad: December 55, 2023
  - Newsletter upload to printer: Dec. 18, 2023
  - Newsletter set to mail out: Dec. 28, 2023
- Event reporting:
  - **Thanksgiving Neighbor to Neighbor Baskets**
- 17 Baskets given to 13 households
- Providing TG dinner for 80 People
  - **Santa:**
- 100 Families/groups experienced the event
- 375 people total
- 191Children
- Groups:
  - 6 Non guest groups
  - 6 Guests of owners
  - 78 PLPOA Owners
  - 10 PLPOA Renters

SUN 26	MON 27	TUE 28	WED 29	THU 30	FRI Dec 1	SAT 2
Clubhouse Closed	Jan Out of office • 1pm Games Group • 4:30pm Essentrics	• 9:30am Vick PT • 5:30pm ZUMBA	• 1pm Games Group	• 5:30pm ZUMBA	• 3pm Santa • 3pm Eblist	• 9am Santa
3	4	5	6	7	8	9
Clubhouse Closed	• 9:30am Line Dancing • 1pm Games Group • 4:30pm Essentrics	• 8:30am Tai Chi with JUNE • 10am Clubhouse fitness with June 3 more	Department Board Reports DUE • 1pm Games Group • 4pm Board Report Due	• 8:30am ECC Meeting • 8:30am Tai Chi Chih 3 more	• 3pm Santa • 3pm Eblist	PLPOA CHRISTMAS • 9am Santa
10	11	12	13	14	15	16
Clubhouse Closed • 12:00pm Spiritual Experiences Gov	• 1pm Games Group • 1pm VISIONARY CLUBHOUSE • 3:30pm Vick PT • 4:30pm Essentrics	• 8:30am Tai Chi with JUNE • 10am Clubhouse fitness with June • 5:30pm ZUMBA	• 9am 401k Psychex/Edward Jones I • 9am 401k Psychex/Edward Jones I • 1pm Games Group	• 8:30am Tai Chi Chih • 10am Clubhouse fitness with June • 11am Thursday line dance 5 more	Pineridge Xmas party HOLD PLPOA Christmas party • 3pm Eblist	Save XMAS laser
17	18	19	20	21	22	23
• 11am Ecstatic Dance	• 1pm Games Group • 1pm Staff Meeting • 4:30pm Essentrics	• 8:30am Tai Chi with JUNE • 10am Clubhouse fitness with June • 5:30pm ZUMBA	Jim's Bday • 1pm Games Group	• 8:30am ECC Meeting • 8:30am Tai Chi Chih • 10am Clubhouse fitness with June 2 more	Carlae out of office Heather's Bday • 10am Bookclub • 3pm Eblist	HOLD - Adopt a family Christmas Pr
24	25	26	27	28	29	30
HOLD Christmas Eve	ADMIN OFFICES CLOSED Christmas Day	Heather out of office Allen - Vacation • 8:30am Tai Chi with JUNE 2 more	Allen - out of office Joseph's Bday • 1pm Games Group	• 8:30am Tai Chi Chih • 10am Clubhouse fitness with June • 11am Thursday line dance • 5:30pm ZUMBA	• 3pm Eblist	
31	Jan 1	2	3	4	5	6
New Year's Eve	ADMIN OFFICES CLOSED New Year's Day • 9:30am Line Dancing 2 more	• 8:30am Tai Chi with JUNE • 10am Clubhouse fitness with June • 5:30pm ZUMBA • 5pm Hearing Panel	Department Board Reports DUE • 9am Advanced Line Dancing • 1pm Games Group • 4pm Board Report Due	• 8:30am ECC Meeting • 8:30am Tai Chi Chih • 10am Clubhouse fitness with June 2 more	• 3pm Eblist	



Archuleta County  
 Development Services / Planning Departments  
 1122 Hwy 84 / P. O. Box 1507  
 Pagosa Springs, Colorado 81147  
 970-264-1390

RECEIVED  
 DEC 08 2023  
 BY: JRV

LOT CONSOLIDATION

Date 6 Dec 2023

320057 lot 27 80 CleeK Ct  
 no violations + nothing owed  
 320056 lot 28 78 CleeK Ct  
 no violation Nothing owed

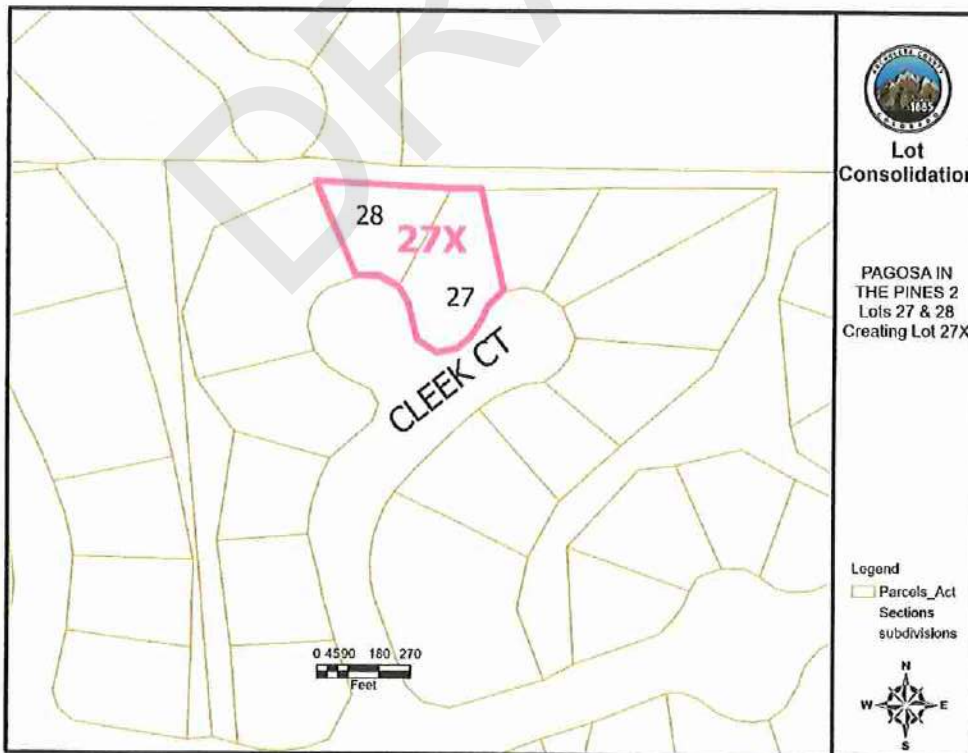
Dear Utility Company/HOA/POA:

The owner of Lots 27 and 28, Pagosa in the Pines 2 subdivision, is proposing by resolution to consolidate Two (2) lots to become lot 27X, 80 CLEEK CT. All covenants and restrictions will remain the same. Anyone who wishes to comment should contact the Archuleta County Planning Department, P.O. Box 1507, Pagosa Springs, Colorado 81147, or (970) 264-1390 prior to 6 Dec Jan, 2023 24  
 (A minimum of 30 days from the date of mailing)

Sincerely,

*Joseph Valdez*  
 Joseph Valdez

*Sonda Valdez*  
 Sonda Valdez





Archuleta County  
 Development Services / Planning Departments  
 1122 Hwy 84 / P. O. Box 1507  
 Pagosa Springs, Colorado 81147  
 970-264-1390



LOT CONSOLIDATION

319922

Lots 536+537 Coupled  
 70 Grenadier Pl  
 No things owed + no violations  
 Lots 538  
 52 Grenadier Pl  
 319923

Date 11/21/23

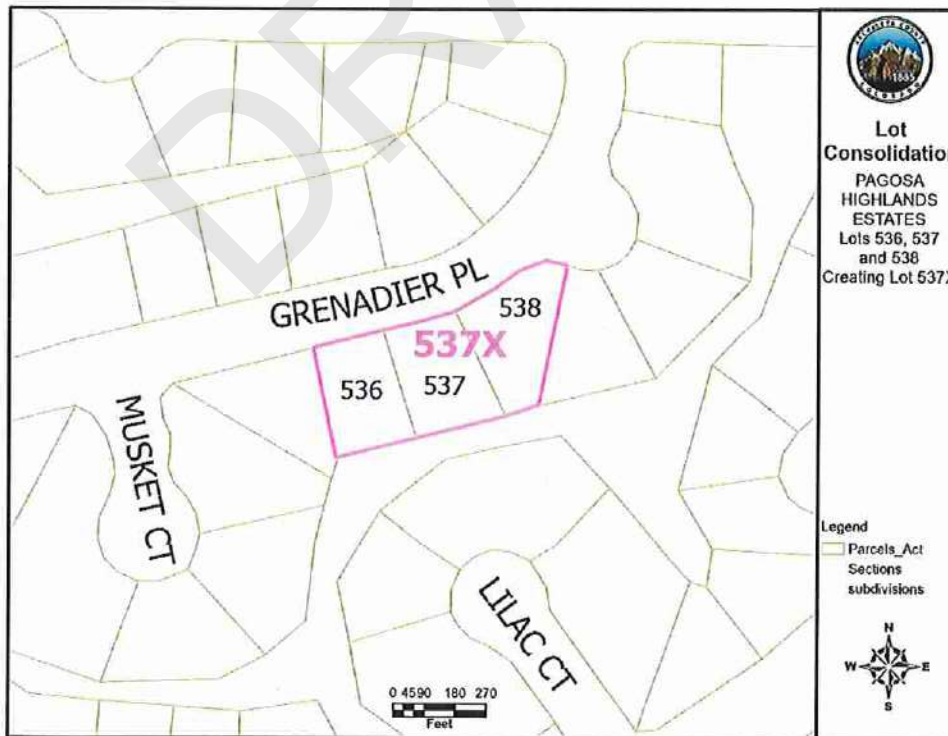
Dear Utility Company/HOA/POA:

The owner of Lots 536, 537, and 538, PAGOSA HIGHLANDS ESTATES, is proposing by resolution to consolidate Three (3) lots to become lot 537X, 70 Grenadier Pl. All covenants and restrictions will remain the same. Anyone who wishes to comment should contact the Archuleta County Planning Department, P.O. Box 1507, Pagosa Springs, Colorado 81147, or (970) 264-1390 prior to 12/31/23, 2023.

(A minimum of 30 days from the date of mailing)

Sincerely,

Denise M. Santille Steven Santille  
 Denise Santille Steven Santille



ECC Liaison Report -November2023

(Numbers in the top section represent reviewed Applications and Requests)

DESCRIPTIONS	Month of	YTD	Totals
	Nov	2023	2022
Construction of new Single Family Residential and Modular Home	2	43	69
Mobile /Manufactured New or used placement	0	0	5
Major Projects ( 200 sq ft or larger)	1	48	53
Minor Projects ( 199 sq ft or smaller)	17	196	226
Fences	2	56	94
Owner initiated Variance Request	0	9	8
Solar	1	25	17
Boat Dock Permit / liscense	0	0	7
Sign/ Banner permanent and temporary	0	2	2
Seasonal and Temporary structures	0	11	27
Written Request: Tree Removal/Fire Mitigation)	6	99	126
Written Request:Extensions/Revisions	17	255	255
Written Request: Miscellaneous	9	82	92
Construction of new Commercial Structure	0	1	2
Construction of Multi-family structures (per Building):Duplex	0	2	0
Construction of Multi-family structures(per Building) :3-5 units	0	0	0
Construction of Multi-family structures(per Building):6+	0	0	0
<b>TOTAL APPLICATIONS</b>	<b>54</b>	<b>842</b>	<b>981</b>
<b>Approval Details</b>			
<b>TOTAL APPROVED APPLICATIONS</b>	<b>53</b>	<b>831</b>	<b>955</b>
Approved Single Family residences	2	42	68
Approved Manufactured homes	0	0	5
Approved Multi-Family Count ( all types)	0	2	0
Approved Commercial	0	1	1
Approved Variance	0	6	3
<b>As Form Inspection Additions</b>			
As Form inspection for new residence	2	30	46
As Form inspection for Mobile/ Manufactured	0	0	2
Addition of concrete inspection for Major	0	16	5
Addition of concrete inspection for Minor	0	1	1

ECC Liaison Report -November2023

Previous Totals ( Old catagories)	2021	2020	2019
Single Family Residence	87	59	82
Manufactured Homes	4	5	4
Multi-Family Residence	0	2	1
Major Projects (over \$12,500)	59	31	40
Minor Projects (under \$12,500)	312	409	441
Commercial Buildings	3	1	X
Roofs	X	X	X
Fences	31	X	X
Docks	4	7	2
Signs	3	0	6
Variance	16	9	16
Seasonal / Temporary	9	X	X
(WR) Written Requests, Misc.	107	153	73
(WR) Tree Removal/Fire Mitigation)	126	109	78
(WR) Extensions/Revisions	136	188	126
Solar	13	1	7
<b>TOTAL APPLICATIONS</b>	<b>857</b>	<b>960</b>	<b>869</b>
<b>TOTAL APPROVED APPLICATIONS</b>	<b>846</b>	<b>959</b>	<b>833</b>
Approved Single Family residences	87	59	79
Approved Manufactured homes	2	4	4
Approved Multi-Family Count	2	2	3
Approved Commercial	3	1	X
Approved Variance (as of 12/2021)	0	X	X

Nov		YTD	YTD
2	16	2023	New
	2	41	43
		0	0
1		47	48
10	7	179	196
2		54	56
		9	9
	1	24	25
		0	0
		2	2
		11	11
2	4	93	99
9	8	238	255
7	2	73	82
		1	1
		2	2
		0	0
		0	0
30	24	788	842
30	23	778	831
	2	40	42
		0	0
		2	2
		1	1
		6	6
	2	28	30
		0	0
		16	16
		1	1