



**Board of Directors Regular Meeting
June 12, 2025 6pm
Pagosa Lakes Administration Building
AGENDA**

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

May 8, 2025 Regular Meeting of the Board
- 4. Disclosures of Conflicts**
- 5. Appointment of Board Member**
- 6. CDC Presentation Jeff Sams**
- 7. Owner/Member comments (individual comments are limited to three (3) minutes)**
- 8. 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](#)
 - i. [Newsletter](#)
- 9. [There is 1 lot consolidation up for review](#)**
- 10. Committee Reports:**
 - a. [ECC Liaison Report May 2025 Meeting Minutes](#)
 - b. [Parks and Trails Report](#)
 - i. [Plan - Linked on web-page due to file size](#)
 - c. [Youth Activities Committee](#)
 - d. [Garden Committee](#)
 - e. [Recreation Committee](#)
- 11. Unfinished Business**
 - a. Insurance Presentation
 - b. Settlement Agreement for South Village Lake Boat Ramp
- 12. New Business**
 - a. LaPlata Electric Easement Request
 - b. [Clubhouse – Evacuation Center Proposal](#)
 - c. [New Legislation](#)
- 13. Owner/Member comments (individual comments are limited to three (3) minutes)**
- 14. Adjournment**



Board of Directors Regular Meeting

May 8, 2025 6pm

Pagosa Lakes Administration Building

MINUTES

Board Attendees: Lars Schneider-President
Ericka Bailey-Treasurer
Directors- Ben Garcia, & Wade Lundy

Staff: Allen Roth- GM, Heather Lundy- CT,
Larry Lynch-DPE, Ryan Graham-RA,
Chris Simpson-DCS
Recording Secretary-Candace Selk Barnes

Owners present: S & B Landreneau, N. Isley, M. Crispell, C. Schanzenbaker, L. Lee, S. Shrader, P. Zeman,
T & D Frank, E. Johnson – via Zoom: P. Knudson, J. Danvir, D. Mayer

1. **Call to Order** at 6:13 pm by President Schneider. (late due to tech difficulties)
2. **Verification of Quorum** by Board Treasurer Bailey. Director Lundy then made a Motion to accept the resignation of Zane Kraetsch as he is moving out of the area and unable to fulfill his duties. 2nd by Bailey. Passed.
 - a. Approval of Agenda * Motion to approve Agenda with the addition of item 11.a. Executive Session to review one of two applications to board vacancy election received to date (the other application was from Bailey running for re-election) for possible appointment to fill irregular vacancy for remainder of term with resignation of Kraetsch by Bailey, 2nd Garcia. Passed.
3. **Approval of the Minutes** * Motion to approve April 10, 2025 Regular Meeting of the Board Minutes by Lundy, 2nd Bailey. Passed.
4. **Disclosures of Conflicts:** NONE.
5. **Owner/Member comments:** D. Frank requested Schneider's follow up from last month for clarification on why full GM Report is not available to owners. Schneider replied that GM reports in corporations/businesses are normally for board members review only; due to updates regarding pending or forthcoming legal, personnel issues or other sensitive material. Owner Frank also asked for tattered Admin flag to be replaced. Lynch replied "consider it done". Owner Lee stated Vets for Vets would respectfully dispose of flag. Owner T. Frank suggested a synopsis of the GM Report for owners with proprietary info not included. VIA Zoom: Owner Knudson voiced concern with mailbox site on N. Pagosa/Edgewater. Lynch replied that pad had been paved a couple of years ago to alleviate muddy conditions. Owner also stated that non-PLPOA folks took advantage of Dumpster Days. DCS staff were checking random ID's and unfortunately there were folks that did not abide by "Owners ONLY". Owner J. Danvir had suggestions for this evenings' ZOOM interaction.
6. **Staff Reports:**
 - a. General Manager's Report – GM Roth shared Joint Session with Archuleta County Commissioners is currently scheduled for Monday, May 19 5:30pm here. Schneider stated the MOU (Memorandum of Understanding) with the County for the all-purpose field may be in jeopardy with the upcoming change to By law ballot item; PLPOA's financial obligation would be scrapped if change is voted "in."
 - b. Treasurers Report by Bailey, Expressed thanks to Heather, new comptroller. Heather took over position during challenging times with assessment due date and training her own replacement. April financials are currently being reconciled.

- c. Department of Property & Environment Report- as submitted by Lynch, not much to add other than fishing is fantastic. He will share more info in June regarding PAWSD planned drainage of Pagosa Lake in late fall 2025.
- d. Department of Recreation Amenities Report- as submitted by Graham. Proceeds from upcoming Laser Light Show May 24 will benefit the PLPOA Porpoises Swim Team.
- e. Department of Community Standards Report- as is by Simpson. Department staff continue to engage and educate owners.
- f. Lifestyle Report – as submitted. Barnes reminded all of Saturday’s Community Garage Sale at clubhouse and that Board of Director applications to fill two vacancies are due no later than 5 pm Monday, May 12.

*Motion to accept Staff Reports as presented by Lundy, 2nd Garcia. Passed. Staff in attendance excused by Schneider.

7. Committee Reports:

- a. ECC Liaison Report April 2025 Meeting Minutes by BOD Liaison Lundy – as submitted. 169 permit applications submitted YTD of which 167 have been approved.
 - i Lot line adjustment adjourning a portion of a property not owned by the same owner, plat adjustment is needed.

*Motion to approve lot line as submitted by Bailey, 2nd Garcia. Passed.

- b. Parks and Trails Report presented by Lynch. Committee continues to update the 2013 Master Plan and draft will be submitted with June Board Report for review.

*Motion to accept Committee Reports as presented by Bailey, 2nd Lundy. Passed.

8. Unfinished Business

- a. 2024 Final Audit Report which was presented at March BOD Meeting by McMahan & Associates has been adjusted with breakout of “other revenue” gains/losses per Board request. Note: The Final Audit will be posted to the PLPOA website along with all financials.

*Motion to accept 2024 Final Audit with revisions by Bailey, 2nd Garcia. Passed.

- b. Settlement Agreement for South Village Lake Boat Ramp – Roth reported no progress; west boundary line is the issue of stall in negotiation.

9. New Business

- a. Greenbelt Fire Mitigation Contract – Roth provided spreadsheet of the 5 tracts to be mitigated this summer. Three contractors submitted bids on each tract and reviewed by Board. 50% of costs will be covered by state funds. Note: four-foot logs will be available to owners for firewood.

*Motion to award Greenbelt Fire Mitigation/mastication contracts to Vance & Bernard on all but one tract going to San Juan Arborist which is for Tracts AA & G for the removal vs mastication of several hundred trees by Lundy, 2nd by Garcia. Passed.

- b. Pinon Lake Service Agreement- Under review by legal. Owner asked what treatment is involved. Lynch responded “aquatic algicide to treat milfoil and reduce biomass”.

c. Proposed Bylaw Changes

*Motion to accept a petition submitted by Tricia & Dave Frank for change to the By Law Article VIII, Section 1a. Enough qualified signatures were received and Legal Counsel reviewed and approved. The petition to change limits capital expenditures to \$500,000 without going to owner vote with an annual increase equal to the CPI the preceding year plus 1%. The proposed bylaw change will be placed on ballot for Annual Meeting by Bailey, 2nd Garcia. Passed.

Bailey proposed another option for consideration for By Law change, same article, same section. This change would add item C capping the current 12% funds moving from operating to capitol therefore limiting board spending. Her option was based on the potential that the petitioned bylaw change request would allow the board to approve any number of projects under \$499K during any fiscal year without going to owner vote, whereas; her proposal would limit the board on the amount of funds to work with and forcing the Board to save and plan for larger projects. Bailey's proposed bylaw change has been reviewed and approved by Legal Counsel.

Lengthy discussion with Q&A and clarification followed; According to the Bylaws Article VII, Section 1a, the Board may propose any By Law changes without petition and signatures of 75 owners. Reserves funds can NOT be transferred to Capitol whereas Capitol funds may be transferred. Besides the two proposed bylaw changes, owners will have a third option on the ballot for the By Law to remain "as is". The upcoming Summer Newsletter 2025 which serves as Notice to Call will have exact ballot wording for all options and rationale pros/cons for each. Consideration of a presentation Q & A by Board and owners regarding the By Law options prior to vote, TBD.

*Motion to accept second option of By Law change to be placed on ballot by Bailey, 2nd Garcia. Passed.

10. Correspondence received from several Owners expressing appreciation of Pine Needle Pickup switch from plastic to composting paper bags.

11. Owner/Member comments: Owner Danvir thanked and expressed appreciation to the board for their efforts in a thankless "job". Owner T. Frank requested consideration of a different format for the Annual Meeting increasing more dialogue.

a. 8:15 pm commencement of Executive Session to discuss irregular vacancy to appoint Board Member. Owners and staff dismissed but encouraged to remain in building for result of appointment and adjournment. Executive Session ended 8:30 pm. All owners had left. Only Barnes joined to record the Motion and adjournment.

*Motion to appoint Eric Johnson to Board of Directors to fill remainder of term of Zane Kraetsch by Lundy, 2nd Garcia. Passed.

12. Motion to Adjourn at 8:32 pm by Lundy, 2nd Garcia. Passed.

Respectfully submitted by:

Ericka Bailey-Board Treasurer acting Secretary

Candace Selk Barnes-Recording Secretary

INTEROFFICE MEMORANDUM

TO: ERICKA BAILEY

FROM: HEATHER LUNDY

SUBJECT: ACCOUNTING NOTES FOR MAY 2025.

DATE: May 31, 2025

As of May 31, 2025, the Association has received \$1,895,765 or 92.95% of the total billed 2025 regular assessments of \$2,039,480. For the same period in 2024, the collections were approximately \$1,855,100 or 93.6% of the total of \$1,982,825 billed.

Certificates of Deposit as of May 30, 2025:

MATURITY	RATE	VALUE	FUND
7/16/2025	5.25%	\$100,000	Reserve
7/17/2025	4.15%	\$150,000	Capital
7/21/2025	4.2%	\$200,000	Reserve
10/17/2025	4.20%	\$50,000	Reserve
10/22/2025	4%	\$175,000	Reserve
10/24/2025	4%	\$150,000	Capital
12/19/2025	4%	\$75,000	Operating
1/15/2026	4.20%	\$35,000	Trails Reserve
1/22/2026	3.85%	\$125,000	Operating
1/23/2026	3.9%	\$175,000	Reserve
3/20/2026	3.95%	\$150,000	Capital
3/26/2026	4.10%	\$35,000	Trails Reserve
9/11/2026	3.75%	\$157,275	Reserve
12/18/2026	4.30%	\$35,000	Trails Reserve

DEPARTMENT OF PROPERTY AND ENVIRONMENT

JUNE, 2025 BOARD REPORT

By Larry D Lynch

1. **Lakes and Fisheries** – The lakes are in good condition heading into early summer. The lower lakes are spilling and Hatcher Lake is about a foot down below spill. Water quality is good. We finished up our early season aquatic weed and algae control applications in late May and I am generally pleased with the results. We still have a few places where some of the milfoil vegetation is coming in and a few areas of minor algae and we will continue to work on it into June. The lake stocking was completed in May with around 8000 pounds of rainbow trout, 2000 pounds of brook trout (Hatcher Lake) and 1000 Tiger trout individuals (Hatcher Lake). The fishing has been very good the past few weeks with anglers reporting excellent success on trout, bass and crappie. I am expecting 4000 each of 6-inch bass and crappie this month as well. We are planning on a Kids Fishing Derby on Saturday June 21st and are looking forward to a fun day on the lake for the kids. Lake Pagosa will be the location, 9 a.m. till noon with prizes, some educational programming about fishing and waterfowl etc. and a hot dog lunch.
2. **DPE Projects** – The DPE crew has been busy the past few weeks working on a number of projects including landscape prep work at the Rec Center Parking to lot to meet landscaping requirements of the county including 12 tree plantings, rock work, mulching and irrigation; continued brush chipping operations at the maintenance facility (we had a bearing go down on the main drive belt and were down a couple weeks but should be back up and running soon); installing new concrete pads for mailboxes at Hatcher area and received 16 new mailboxes; constructed 2 additional 8 X 12 raised redwood planting beds at the community garden and getting garden irrigation up and running; grounds and landscape work at all the facilities. This month we will be installing a number of new mailboxes including 4 in Hatcher area and will be moving the Heather Ct mailboxes down to the new location at Cloudcap (will be installing several new boxes at Cloudcap); we will be making annual repairs and maintenance to the National Forest boundary fence (cattle will arriving June 14th).
3. **Greenbelt Thinning Projects** – We did finalize contracts with the two tree companies the board approved last month; Vance and Bernard will be handling the majority of the tracts in Chris Mt, Trails and Lake Forest Estates and began work in late May in Chris Mt; San Juan Arborists were awarded the 2 medium sized tracts in Lake Pagosa Park and should be able to begin work later this month. Looking forward to getting these properties mitigated and expecting to see much improved and wildfire resistant landscapes when completed.

4. **Parks and Trails Updated Draft Master Plan** – The Parks, Trails and Outdoor Recreation committee has completed review and updates to the draft 2025 Parks and Trails plan and we have been working with Davis Engineering to update project costs, update maps, tables and language in the plan. This is an update to the 2013 Master Plan that includes several projects from that plan that were not completed due to funding constraints as well as several new projects the committee deemed important future projects. The draft plan is included in the board packet for review at this time. There is a lot of information and content in it and I would anticipate it may be a couple of months for the board to fully review the plan. I believe the committee would be looking for board direction on where to go with the draft plan later this summer whether that would be to make specific adjustments or changes, to solicit community input or come to the board with a formal presentation at some point in the coming months. Kurt Raymond is the long-time serving chair of the committee and I'm sure he would be happy to visit with the board at any time to discuss the plan and answer any questions.



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

Attendance report for May	2025
Timeshare Sign Ins	2,135
Member Sign Ins	6,429
Total User Attendance	8,564
Programs and Activities Attendance	
All programs in Aerobics Room	111
Water Aerobics	136
Racquetball	93
Basketball	59
Lap Lane	1001

Manager's Summary:

- In May 2024, the rec center recorded a total of **7,174 check-ins**. This May (2025), we saw a significant increase, with **8,564 check-ins** — an increase of **1,390 check-ins** compared to last May.
- Wyndham is fully booked through the summer, and we've noticed a significant increase in usage of the gym area. In response to the higher demand, I've obtained quotes for new weight room equipment and have been working closely with Commercial Fitness Solutions on a redesign of the gym layout. The goal is to optimize the space to accommodate additional equipment and better serve our guests' needs.
- I've begun the process of pricing out new lockers for our locker rooms. The current lockers are showing significant wear and tear, with many becoming increasingly difficult—if not impossible—to repair. In addition, nearly all of our rentable lockers have already been assigned for the year, highlighting both their high demand and the limited availability. This further supports the need for an upgrade to ensure we can continue to meet the needs of our members and maintain a functional and presentable facility.

Maintenance/Supervision:

- I've been experiencing ongoing issues with bats in the pool area. I have been actively working with Larry to address and resolve the situation. Russ Huddler will also provide me a quote as well.
- I have continued with the regular weekly mowing and weeding. The recent rainfall has been very beneficial, significantly aiding in the upkeep by promoting healthy growth and reducing the need for additional watering.
- We've observed a consistent drop in chlorine levels in the lap pool, primarily due to significantly increased usage from Wyndham guests, the swim team, and swim lessons. This heightened activity is placing added demand on our chemical systems, making it challenging to maintain optimal chlorine levels throughout the day. We are actively

monitoring the situation and exploring solutions, which may include adjustments to the chemical feed systems, pool usage scheduling, and enhanced filtration protocols to ensure water quality and safety.

Programs:

- We're excited to share that our June swim lessons have reached maximum capacity, with over 60 kids participating in the program! Due to the overwhelming demand, we've added additional classes on Mondays and Wednesdays to accommodate more young swimmers.
- The PLPOA Porpoises have already competed in three meets this summer, and we're seeing incredible progress in just our third year! Our team continues to grow in size and strength, with many swimmers showing impressive time drops across their events. With this momentum, we're aiming to qualify several swimmers for the Summer State Finals in Grand Junction — and the team spirit has never been higher.
- The walking group has started back up! We will be meeting on Wednesdays at 9 AM at various locations.
- Join us this June for an exciting fishing Derby in partnership with Larry! It will be called Little Anglers. This hands-on program is perfect for young anglers eager to learn the basics of fishing. Participants will:
 - Learn how to bait a hook
 - Practice casting techniques
 - Identify a variety of fish species
 - Discover catch and release methods to protect our waterways



May 2025 Department of Community Standards Report

Dear Board of Directors,

The Pagosa Lakes Property Owners Association's Department of Community Standards strives for compliance through engagement, education, and outreach methods, in conjunction with enforcement procedures as necessary.

Here are a few updates:

Community Compliance Inspections are underway! The idea behind the community compliance inspections is to establish a general overview of the over 6,500 properties and the 27 subdivisions, each with its own rules and regulations. These observations are intended not to target a specific property but to establish an accurate inventory and a baseline for determining the approach to implementing compliance strategies. We have begun analyzing the total number of compliant and non-compliant properties. The Department of Community Standards Inspectors have been assigned to their respective quadrants and perform daily inspections. We will illustrate these findings using detailed mapping methods, which will be presented to the Board of Directors at the July Board meeting. I believe it will be very informative!

How many community complaints did the Department of Community Standards receive in May? WOW! The DCS team received a total of ninety complaints, in various forms, such as in-person, phone, email, and online violation complaint forms. The type of complaints is all over the map, from manure on a property, barking dog, trash in the yard, offensive yard display, littering on a lake trail, loud music, multiple vehicles parked, exterior light pollution, political sign, property encroachment, unpermitted construction, heavy equipment over the property line, offensive signs, fireworks, utility companies debris onto private, water shut off, sewer line broken, storage of materials, fence maintenance, trees cut down, and a car parked in the front yard to name a few. Every community concern is thoroughly investigated, documented, and inspected before being notified. Eighty-seven community complaints have been resolved and are being complied with; we will now implement the PLPOA Enforcement Policy with three of the property owners.

The Make-A-Wish Foundation, along with Mr. Luke Beford, DCS Building Inspector, leading the charge, and the Department of Community Standards team, encourages the Pagosa Lakes Community and the Board of Directors to support this worthy cause, which is close to our hearts. Please join the DCS team on June 27th for a BBQ with Heidi, who lives in Pagosa Springs



and is 16. In April of last year, she was diagnosed with leukemia, and she had a nurse approach her about Make-A-Wish when she was in the hospital getting chemo. The first thing she thought was that this could be her chance to start her ice cream business!! The motivation and excitement were what got her through those last excruciating months of hard chemo, and it has been a miracle how much stronger she has become since then. She has gone from not being able to get out of bed to walking five miles a day! One of Heidi's wishes is to learn how to fish. Luke will teach her how to fish, provide her with fishing gear to keep, and plan a special day of fishing with Heidi and her wonderful family. Details are in the works, and we will share once finalized. Stay tuned...

My previous Department of Community Standards Reports have been somewhat lengthy, considering the number of documents you review; I have shortened them. I am always available to expand on topics, and I am transparent and willing to engage in open dialogue at any time.

Respectively,

SUBMITTED AS IS:

CS

Chris Simpson, Department of Community Standards Manager
Pagosa Lakes Property Owners Association

Pagosa Lakes Property Owners Association

June 12, 2025

Jenifer Pitcher

Lifestyle:

- **HOAi: getting more and more information in on my end, phone system integration has been initiated.**
- **Tech – plans to change over email and web host, cloud-based w/ server, move toward Microsoft platform May – July**
- **Upcoming PLPOA events and happenings:**
 - July 26th Annual Meeting, Ballots close, owner appreciation
 - Aug 23rd end of summer bash and hi tri triathlon
- **Election**
 - June 6th annual meeting notification
 - June 26th Candidates forum
 - June 27th Ballots open
 - July 26th Annual Meeting, Ballots close, owner appreciation
- **Rental and Clubhouse group scheduling - busy summer/fall, not a free Friday or Saturday until Late October.**

Today < > June 2025							Month			
SUN Jun 1	MON 2	TUE 3	WED 4	THU 5	FRI 6	SAT 7				
hold	9:30am Line Dancing (Beginr 12pm Bridge 4:30pm Esentries	8:30am Tai Chi with JUNE 10am Clubhouse fitness with 5:30pm Zumba	hold	8:30am Tai Chi Chih 10am Clubhouse fitness with 11am Line Dance 12:30pm Bridge 5:30pm SJDDC	Reserved for Set up	Reserved				
8	12pm Bridge 4:30pm Esentries 5:45pm Spanish fiesta volunt	8:30am Tai Chi with JUNE 10am Clubhouse fitness with 5:30pm Zumba	11	8:30am Tai Chi Chih 10am Clubhouse fitness with 11am Line Dance 12:30pm Bridge 5:30pm Zumba	13	14 Grey Wolves - annual meeting Flag Day				
15 Father's Day 12:30pm Spiritual Experience	9:30am Line Dancing (Beginr 12pm Bridge	8:30am Tai Chi with JUNE 10am Clubhouse fitness with 5:30pm Zumba	16 7pm Ecstetic Dance	19 Juneteenth 8:30am Tai Chi Chih 10am Clubhouse fitness with 11am Line Dance 2 more	20 hold	21 hold				
22 1pm Garden	9:30am Line Dancing (Beginr 12pm Bridge	8:30am Tai Chi with JUNE 10am Clubhouse fitness with 5:30pm Zumba	25	8:30am Tai Chi Chih 10am Clubhouse fitness with 11am Line Dance 12:30pm Bridge 5:30pm Zumba	27 South Room - Rotery	28 HOLD				
29	9:30am Line Dancing (Beginr 12pm Bridge 5:30pm Eaton Estate annual l	8:30am Tai Chi with JUNE 10am Clubhouse fitness with 5:30pm Zumba	2 Jul 1	3 8:30am Tai Chi Chih 10am Clubhouse fitness with 11am Line Dance 12:30pm Bridge 2 more	4 Reserved Independence Day	5 Reserved				



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

LOT CONSOLIDATION

Date 28 May 2025

Dear Utility Company/HOA/POA:

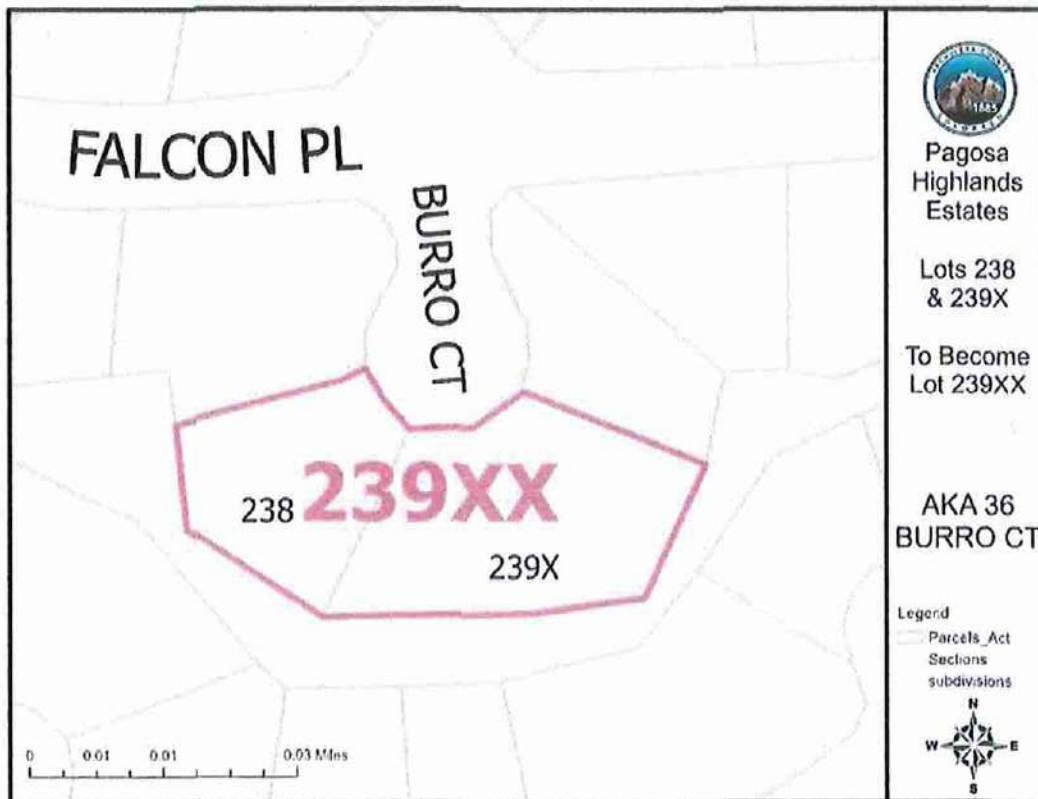
The owners of Lots 238 and 239X, Pagosa Highlands Estates, are proposing by resolution to consolidate TWO (2) lots to become Lot 239XX, 36 BURRO CT. All covenants and restrictions will remain the same. Anyone who wishes to comment should contact the Archuleta County Planning Department, P.O. Box 1507, Pagosa Springs, Colorado 81147, or (970) 264-1390 prior to 30 June, 2025.

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

Sincerely,

Andrew W Green
Andrew Green

Edward Green
Edward Green



RECEIVED
JUN 03 2025

S 2V

Lot 238 28 Burro Ct
Nothing owed +
no violation
788946

Lot 239X 36 Burro Ct
Nothing owed +
no violations
788945

ECC Liaison Report

DESCRIPTIONS	May		YTD	Previous YTD		
	5/1	5/15	2025	2024	2023	2022
Construction of new Single Family Residential and Modular Home	3	3	23	69	45	69
Mobile /Manufactured New or used placement	0	0	0	4	0	5
Major Projects	3	4	21	55	49	53
Minor Projects	20	25	94	307	256	320
Owner initiated Variance Request	1	0	1	9	9	8
Solar	0	2	4	24	27	17
Boat Dock and Shoreline Permit	0	0	1	8	0	7
Sign/ Banner permanent and temporary	1	0	2	7	2	2
Seasonal and Temporary structures	0	1	4	12	11	27
Written Request: Tree Removal/Fire Mitigation)	4	4	22	129	102	126
Written Request: Extensions/Revisions	10	9	69	283	280	255
Written Request: Miscellaneous	5	6	28	114	85	92
Construction of new Commercial Structure	0	1	1	0	2	2
Construction of Multi-family structures	1	0	1	0	2	0
Total Application submissions	49	55	273	1029	883	981
Total Approved Applications	48	55	270	1001	871	955
Total Preliminary Reviews	0	0	5	15	unk	unk
As Form Inspection Additions	2	1	13	70	54	54
Notes						

MINUTES OF THE PARKS, TRAILS AND OUTDOOR RECREATION COMMITTEE MEETING

WEDNESDAY, JANUARY 15, 2025

The meeting was called to order at 3 pm by committee chair Kurt Raymond. Present were committee members Mr Raymond, Lisa Foss, Russ Durrer and Ken Wilbert. Staff present was Larry Lynch. Committee members Steve Chaney and Dennis Medina were out of town but have been closely involved in committee activities and recommendations.

The committee has been working to update the 2013, Parks and Trails Master Plan for the past couple of years, the plan is quite outdated. Lynch informed the committee that he had met with Davis Engineering in early January to determine the next steps. Between 2021 and 2023 the committee had generated a recommended project priority list for the board long Range Capital improvement project schedule (originally presented to the board in February of 2021). Davis engineering said that updating the old plan should be fairly easily accomplished, updating project priorities, updating cost estimates and maps.

The committee reviewed the parks and trails project priority recommendation that was presented to the board in 2021 and 2023 that included projects like the Northlake Trail, the North Pagosa Blvd trail extension to Aspenglow Blvd, the Park Avenue trail extension to Holiday etc. After reviewing the 2023 list of recommended priorities that was presented to the board, and would be used as a base plate for the updated 2025 Master Plan a few adjustments were made to that priority list including dropping the North Lake Trail project down (it was completed in 2023); moving the North Pagosa trail extension to Aspenglow up one spot in the priority list; moving the Park Avenue Trail extension to Holiday up one slot; moving the eventual Park Avenue trail extension to Cloudcap Avenue up one slot; moving the gravel trail extension in the Hatcher area extension up to Pebble Cir up 2 slots and moving the recommended hard surface trail conversion in the Hatcher area down 2 slots. It was also recommended to keep the Northlake Trail extension in the list and move it to priority project number 7, to complete the trail from its terminus at Antelope easterly to Holiday Ave to complete that segment (it may be a possibility that it could be routed through Glade Dr as well). The Dutton Trailhead project would remain priority #2 as we research possibilities there with Davis Engineering and the county.

The committee then reviewed the Park projects priority list that was presented to the board in 2021 and recommended that the potential playground and park development in the Chris Mt area be moved up to the number one slot (would be funded by a potential CDC grant); followed by north Village Lake Park project; and then the number 3 project would be park improvements at Vista Lake site.

A couple other ideas were discussed for inclusion in the Parks and Trails Master Plan update included possible cross-country ski trail grooming in selected areas; the connection with the Town to Lakes Trail; a recommended shorter trail segment to be constructed on Pinon Causeway near the Wyndham offices on Village Drive over to Valleyview and multiple and dense condo complexes in that area; a discussion regarding e-bikes on the trails and whether some policy should be developed concerning e-bikes on the non-motorized trail systems; and the importance of partnering with the county, town and Forest Service on the current regional recreation plan that is being developed (Pagosa Area Recreation Coalition). It was also discussed that when the draft of the parks and trails is completed this spring a community meeting should be considered for owner feedback.

The Youth Sports & Activities Committee, consisting of Ericka Vincent, Terrence Limebrook, Stewart Bellina, and Chelsea Caler, convened on May 21st to discuss the capital funds that currently remain undesignated following the ownership's decision to deny the proposed gym construction project. Based on this discussion, the committee submits the following recommendation to the Board for consideration:

Dear Board of Directors,

The Youth Committee has unanimously recommended that the current balance set aside for the 2025 gymnasium capital project be carried forward and reallocated to support the development of a youth activities field in 2026.

Originally, construction of the field was scheduled for 2027 following the completion of the gymnasium project. However, since the gymnasium will no longer be moving forward, the committee proposes pursuing the youth activities field as the next major capital project.

We recommend that these funds be designated as matching funds for a Great Outdoors Colorado (GOCO) grant application, to be submitted in partnership with Archuleta County under a signed Memorandum of Understanding (MOU). We further propose that the administration begin the grant application process in 2025, with the goal of commencing construction in 2026.

The grant application will include plans for an artificial turf field, which would provide a high-quality, low-maintenance recreational space suitable for youth activities and broader community events.

It is also worth noting that the parking lot adjacent to the recreation center was constructed with the intent to support overflow parking and future development of recreational amenities in the surrounding open space.

In the event the grant application is unsuccessful, the committee recommends moving forward with the project in 2026 using available funds to construct a grass field. This ensures continued progress toward our goal of expanding recreational opportunities for youth in our community.

We believe this approach will maximize the impact of the association's resources while delivering long-term benefits for youth and families in our community.

Thank you for your consideration.

May 8th at 4:30

Attendees: Becky, Deborah, Mike, Toni, Carole & June

- Jen to get QR code to Toni for Kids Art Flyer, June 22nd 1 to 3.
- June will check on mushroom compost from Aaron, \$50 a truckload?
- Mike met with Larry. Two additional beds were built. One will line up with beds 24 and 25. The other will be placed across from bed 25 and will look at irrigation to it next season.
- No fruit trees will be planted until the vole issue is resolved.
- Becky will purchase seeds.
- Marcus we need two things from you. Move the bagged compost inside the fence at the PLPOA garden and hook up the hoses and soaker hoses by May 21.
- Next meetings:
 - May 21st at 5:30 Vista Garden to meet with bed renters and show them how to turn over their bed and amend with compost. Becky will let them know they can use the compost outside the fence to the north.
 - May 22 at 5:00 Meet at the PLPOA garden to plant potatoes, onions, and cool weather vegetables with volunteers. Toni will email these folks.



Facility Use Agreement

The American National Red Cross (“Red Cross”), a non-profit corporation chartered by the United States Congress, provides services to individuals, families, and communities when disasters strike. The disaster relief activities of the Red Cross are made possible by the American public, who support the Red Cross with generous donations. The Red Cross’s disaster services are also supported by facility owners who permit the Red Cross to use their buildings as shelters and other service delivery sites for disaster victims. This agreement is between the Red Cross and a facility owner (“Owner”) so the Red Cross can use the facility to provide services during a disaster. This agreement only applies when Red Cross requests use of the facility and is managing the activity at the facility.

Parties and Facility

Owner:

Full Name of Owner	
Address	
24-Hour Point of Contact Name and Title Work Phone Cell	
Address for Official Notices (only if different from above	

Red Cross:

Chapter Name	
Chapter Address	
24-Hour Point of Contact Name and Title Work Phone Cell	
Address for Official Notices	American Red Cross, Disaster Cycle Services Logistics, 8550 Arlington Blvd., Fairfax, VA 22031

Facility:

Insert name and complete street address of building or, if multiple buildings, write “See attached facility list,” and attach facility list, including complete street address of each building that is part of this agreement. If the Red Cross will use only a portion of a building, then describe the portion of the building that the Red Cross will use.

Terms and Conditions

1. Use of Facility: Upon request and if feasible, Owner will permit the Red Cross to use and occupy the Facility on a temporary basis to conduct emergency, disaster-related activities. The Facility may be used for the following purposes (both parties must initial all that apply):

Facility Purpose	Owner Initials	Red Cross Initials
Service Center (Operations, Client Services, or Volunteer Intake)		
Storage of supplies		
Parking of vehicles		
Disaster Shelter		

2. Facility Management: The Red Cross will designate a Red Cross official to manage the activities at the Facility ("Red Cross Manager"). The Owner will designate a Facility Coordinator to coordinate with the Red Cross Manager regarding the use of the Facility by the Red Cross.
3. Condition of Facility: The Facility Coordinator and Red Cross Manager (or designee) will jointly conduct a survey of the Facility before it is turned over to the Red Cross. They will use the first page of the Red Cross's **Facility/Shelter Opening/Closing Form** to record any existing damage or conditions. The Facility Coordinator will identify and secure all equipment in the Facility that the Red Cross should not use. The Red Cross will exercise reasonable care while using the Facility and will not modify the Facility without the Owner's express written approval.
4. Food Services (*This paragraph applies only when the Facility is used as a shelter or service center.*): Upon request by the Red Cross, and if such resources are available, the Owner will make the food service resources of the Facility, including food, supplies, equipment and food service workers, available to feed the shelter occupants. The Facility Coordinator will designate a Food Service Manager to coordinate meals at the direction of and in cooperation with the Red Cross Manager. The Food Service Manager will establish a feeding schedule and supervise meal planning and preparation. The Food Service Manager and Red Cross Manager will jointly conduct a pre-occupancy inventory of the food and food service supplies before the Facility is turned over to the Red Cross. When the Red Cross vacates the Facility, the Red Cross Manager and Facility Coordinator or Food Service Manager will conduct a post-occupancy inventory of the food and supplies used during the Red Cross's activities at the Facility.
5. Custodial Services (*This paragraph applies only when the Facility is used as a shelter or service center.*): Upon request of the Red Cross and if such resources are available, the Owner will make its custodial resources, including supplies and workers, available to provide cleaning and sanitation services at the Facility. The Facility Coordinator will designate a Facility Custodian to coordinate these services at the direction of and in cooperation with the Red Cross Manager.
6. Security/Safety: In coordination with the Facility Coordinator, the Red Cross Manager, as he or she deems necessary and appropriate, will coordinate with law enforcement regarding any security and safety issues at the Facility.
7. Signage and Publicity: The Red Cross may post signs identifying the Facility as a site of Red Cross operations in locations approved by the Facility Coordinator. The Red Cross will remove such signs when the Red Cross concludes its activities at the Facility. The Owner will not issue press releases or other publicity concerning the Red Cross's activities at the Facility without the

written consent of the Red Cross Manager. The Owner will refer all media questions about the Red Cross activities to the Red Cross Manager.

8. Closing the Facility: The Red Cross will notify the Owner or Facility Coordinator of the date when the Red Cross will vacate the Facility. Before the Red Cross vacates the Facility, the Red Cross Manager and Facility Coordinator will jointly conduct a post-occupancy inspection, using the second page of the *Shelter/Facility Opening/Closing Form*, to record any damage or conditions.

9. Fee (*This paragraph does not apply when the Facility is used as a shelter. The Red Cross does not pay fees to use facilities as shelters.*): Both parties must initial one of the two statements below:

a. Owner will not charge a fee for the use of the Facility.

Owner Initials _____ Red Cross Initials _____

b. The Red Cross will pay \$____ per: _____ for the right to use and occupy the Facility

Owner Initials _____ Red Cross Initials _____

10. Reimbursement: Subject to the conditions in paragraph 10(e) below, the Red Cross will reimburse the Owner for the following:

a. *Damage to the Facility or other property of Owner, reasonable wear and tear excepted, resulting from the operations of the Red Cross. Reimbursement for facility damage will be based on replacement at actual cash value. The Red Cross, in consultation with the Owner, will select from bids from at least three reputable contractors. The Red Cross is not responsible for storm damage or other damage caused by the disaster.*

b. *Reasonable costs associated with custodial and food service personnel and supplies which would not have been incurred but for the Red Cross's use of the Facility. The Red Cross will reimburse at per-hour, straight-time rate for wages actually incurred but will not reimburse for (i) overtime or (ii) costs of salaried staff.*

c. *Reasonable, actual, out-of-pocket costs for the utilities indicated below, to the extent that such costs would not have been incurred but for the Red Cross's use of the Facility. (Both parties must initial all utilities that may be reimbursed by the Red Cross):*

	Owner Initials	Red Cross Initials
Water		
Gas		
Electricity		
Waste Disposal		

d. The Owner will submit any request for reimbursement to the Red Cross within 60 days after the occupancy of the Red Cross ends. Any request for reimbursement must be accompanied by supporting invoices. Any request for reimbursement for personnel costs must be accompanied by a list of the personnel with the dates and hours worked.

e. If the disaster is a Federally declared disaster and Owner is a municipal, county, parish, or state government entity, then the Owner will work with appropriate emergency management agencies to seek cost reimbursement through the Federal Emergency Management Agency's program for administering Public Assistance Category B under the Robert T. Stafford Act. The Red Cross is not obligated to

reimburse the Owner for costs covered by Public Assistance Category B.

11. Insurance: The Red Cross shall carry insurance coverage in the amounts of at least \$1,000,000 per occurrence for Commercial General Liability and Automobile Liability. The Red Cross shall also carry Workers'.
- a. Compensation coverage with statutory limits for the jurisdiction within which the facility is located and \$1,000,000 in Employers' Liability.
12. Indemnification: The Red Cross shall defend, hold harmless, and indemnify Owner against any legal liability, including reasonable attorney fees, in respect to claims for bodily injury, death, and property damage arising from the negligence of the Red Cross during the use of the Facility.
13. Term: The term of this agreement begins on the date of the last signature below and ends 30 days after written notice by either party.

Digital Signature: Each party agrees that either part's execution of this agreement by DIGITAL signature (whether ELECTRONIC or encrypted) is expressly intended to authenticate this AGREEMENT and to have the same force and effect as manual signatures. The term DIGITAL signature means any electronic sound, symbol, or process attached to or logically associated with a record and executed and adopted by a party with the intent to sign such record, including facsimile or email electronic signatures. The use of digital signatures is intended to facilitate more efficient execution and delivery of signed documents.

_____ Owner (Legal Name)	_____ The American National Red Cross (Legal Name)
_____ By (Signature)	_____ By (Signature)
_____ Name (Printed)	_____ Name (Printed)
_____ Title	_____ Title
_____ Date	_____ Date

HB25-1043: Owner Equity Protection in Homeowners' Association Foreclosure Sales

This bill has been passed and waiting to be signed by Gov. Polis. Once signed, it will become effective on October 1, 2025. The association will have to update its collection policy to comply with this new bill.

Under the bill, an association must provide owners with notice of their rights to access credit counseling at the owner's expense and the availability of counseling through Colorado's HOA Resource Center. This notice must be provided to the owners 30 days prior to initiating legal action. Five (5) days after initiating legal action, an association must provide notice of an owner's right to cure nonpayment and ability to file a stay on the foreclosure sale. An owner may file a stay on the foreclosure sale if they list the unit for sale at fair market value. Critically, this bill also includes a data collection element. Associations are required to report information on the number of foreclosure actions they saw in the previous year as part of annual registration with the state. CLAC believes that this information is key to fully understanding the real landscape of association foreclosures in the state.

Prior to taking enforcement actions to recover money owed to a unit owners' association and related collection costs, the bill requires the association to follow community association law. An association's written policy concerning the collection of unpaid assessments must require the notice of deficiency sent to a unit owner to include:

- An advisement that the unit owner may request a copy of the association's ledger verifying the amount owed, which copy of the ledger shall be sent to the unit owner no later than 7 business days after the request; and
- An advisement that free information relating to the association's collection of assessments and its ability to foreclose and force the sale of a unit is available online through the HOA information and resource center.

Before initiating a legal action to foreclose an association lien, the association must send written and electronic notices to the unit owner stating that the unit owner has the right to participate in credit counseling at the unit owner's expense in order to understand the consequences of foreclosure and that information about credit counseling may be found on the HOA information and resource center's website.

As part of an association's annual registration with the director of the division, the association shall submit information concerning:

- The number of unit owners that were, at any time during the preceding 12-month period, 3 or more or 6 or more calendar months delinquent in the payment of an annual assessment or special assessment.
- The number of judgments obtained against unit owners.
- The number of payment plans entered with unit owners
- The number of foreclosure actions filed by the association.

This will require additional record-keeping throughout the year to submit with the annual registration.

If an association forecloses an association priority lien against a unit owner's home (unit) in an association-governed community, and the unit is sold at a sheriff's auction, the bill requires the association to make a minimum bid for the unit that is not less than 80% of the fair market value of the unit, as determined by an independent appraisal or other methods described in the bill. The bill amends the foreclosure sale statute to conform to the minimum bid requirement required in the bill.