



**Board of Directors Regular Meeting
December 9, 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**

November 11, 2025, Regular Meeting of the Board
- 4. Disclosures of Conflicts**
- 5. Owner/Member comments (individual comments are limited to three (3) minutes)**
- 6. 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
- 7. Committee Reports:**
 - a. ECC Liaison Report November 2025 Meeting Minutes
 - i. Aspen House Construction Fee Waiver
- 8. Unfinished Business**
 - a. Capital Improvement Plan Update
 - b. Resort Guard Insurance Proposal
 - c. 2026 Budget Review
 - i. Option A
 - ii. Option B
- 9. New Business**
 - a. Sale of Used Equipment
 - b. Legal Counsel Terms of Engagement
 - c. Possible Construction of K-8 School in PLPOA (see managers report)
 - d. Lease Transfer and Extension for Cell Tower
- 10. Correspondence**
 - a. Email 1
 - b. Email 2
- 11. Owner/Member comments (individual comments are limited to three (3) minutes)**
- 12. Adjournment**



**Board of Directors Regular Meeting
November 11, 2025 6pm
Pagosa Lakes Administration Building**

MINUTES

Board Attendees: President -Eric Johnson
VP- Ben Garcia, Secretary-Sasha King,
Director: Al Pfister,
Wade Lundy by Written Proxy to King,
Verbal Proxy: Zeman to Pfister, Turk to Johnson

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

Owners/Visitors: L. Lee, B. Munro
Via Zoom: J. Shugar, K. Hanson C. Fitzgerald

- 1. Call to Order @ 6:05 pm by President Johnson**
- 2. Verification of Quorum by Board Secretary King**
 - a. Approval of Agenda * **Motion to approve Agenda by King, 2nd Garcia. Passed**
- 3. Approval of the Minutes * Motion to approve October 14, 2025 BOD Minutes by King, 2nd Garcia. Passed**
- 4. Disclosures of Conflicts- NONE**
- 5. Owner/Member comments:** Owner Lee expressed her delight regarding County R&B completing Masters Circle and Handicap to Holiday. Owner K. Hanson asked Board to consider annual assessment impact regarding STR owner fees when working on budget.
- 6. Staff Reports:**
 - a. General Manager's Report as submitted by GM Roth. Encouraged all to attend upcoming School Board meeting regarding two identified sites for new preK-8th school building. One site being in PLPOA at Vista Blvd.

* Director Pfister motioned GM Report be added to Owner packet and that sensitive items regarding personnel, legal etc be in a separate Executive Session GM Report as needed. 2nd by Garcia. Three ayes (Pfister, Johnson and Garcia one nay – King. Passed
 - b. Treasurers Report by H. Lundy Comptroller- stated several CD's were maturing. Edward Jones recommended reinvestment– NO response had been received by Finance Committee, therefore Lundy appealed to Board for direction.

* Motion to approve to lock in rate for 3mo or 12 month per recommendation by Edward Jones by King, 2nd Pfister. Passed by Board members present.
 - c. Department of Property & Environment Report – as submitted. Lynch reported Lake Pagosa slowly rising and the natural trail development in Trails and Chris Mtn subdivision has begun.
 - d. Department of Recreation Amenities Report as submitted. Graham added numbers down a bit due to shoulder season, Swim Team starting soon. Both gable work and HVAC repairs completed.
 - e. Department of Community Standards Report as submitted by Simpson.

f. Lifestyle Report as submitted by Pitcher. She added a phenomenal response by owners supporting annual Thanksgiving baskets. Sixty three families to receive baskets, additional funds received will make Christmas Lasagna dinners a reality this year as well. Two upcoming art shows, and annual Santa visits are in the works. Deadline for Winter newsletter is approaching.

- Motion to accept Staff Reports as presented by King, 2nd Garcia. Passed by members present and Lundy written proxy.

7. Committee Reports:

- a. ECC Liaison Report October 2025 Meeting Minutes by DCS Mgr Simpson, added notable increase in solar installation.
- Motion to accept ECC Report and Oct 2025 Minutes by Pfister, 2nd Garcia. Unanimous by those in attendance and written and both verbal proxies.

8. Unfinished Business

- a. Capital Improvement Plan Update – Johnson to schedule a 2026 Budget specific Work Session instead of capital improvement work session and announce to Owners via email.
- b. Strategic Plan Update – GM Roth previously prepared a line by line item plan overview. Pfister suggested and board members agreed that a review will be scheduled during the first quarter of 2026.
- c. 2026 Budget Review – GM Roth included alternative Draft B as requested by the Board. A summary sheet was provided listing the changes from Draft A to Draft B, which were included Board packets, available on website and printed copies. Discussion followed. Owner Shugar asked if insurances are shopped and Lundy CT responded “yes, every year”. Roth requested board review both drafts A & B and submit any comments prior to Work Session.

9. New Business

- a. Close Administration Services on December 26 & Jan 2

Motion to approve Admin Services & office closure on Friday Dec 26, 2025 and Friday January 2, 2026 by King, 2nd Garcia. Passed.

Owner/Member comments – Owner C. Fitzgerald encouraged Board to keep increase in annual assessment dues as low as possible. Director Pfister read a statement submitted by Director Zeman pertaining to who breaks board vote ties, and budget.

Motion to adjourn @ 7:25 pm by King, 2nd Garcia. Passed

Respectfully submitted by:

Sasha King, Board Secretary

Candace Selk Barnes, Recording Secretary

**Pagosa Lakes Property Owners Association
General Managers Report
December, 2025
By: Allen Roth, CMCA®, AMS®, PCAM®**

Governance

Budget: Going into the budget planning for 2026, I had briefed the Board in advance of large expenses and reduction in revenue that will have a large impact on dues assessments. This consisted of insurance costs and the reduction of Wyndham Timeshare units. These items alone made for \$377,000 deficit before working on the budget.

There are two different 2026 budgets. The first budget, which is budget A, was reviewed by the Finance Committee and submitted at the October board meeting as required by the bylaws. The concern with the first draft was the large reduction in capital and reserve fund transfers to keep the dues at a \$25 increase to maintain operations at the current level. It was recommended that a second draft be made as an alternative to the first draft with the goal of keeping both the reserve and capital funds levels the same.

A Draft B was presented to the board at the November meeting with a summary sheet of the changes made from the first budget. Overall, this budget maintained the transferred amounts into the reserve and capital funds, reduced health insurance costs and increased the carry forward amount. This resulted in \$40 dues increase.

A work session on the budget was scheduled. However, there were not any topic items submitted by the Board for discussion on the budget. During the work session, the board requested a list of items that could be cut in operations to reduce the dues increase. This list is included in the board packet. Any cut would have to be substantial in for the dues to be reduced. A reduction of \$40,000 would only give you a \$5 dues reduction.

I have finally received a proposal from ResortGuard. Unfortunately, not the savings we were hoping for. Overall, switching to ResortGuard for the package would result in nearly flat premiums with savings of \$4,443 but a significant improvement in actual coverage provided, including no restrictions on downstream liability and over-water activities. Your packet contains an updated premium comparison and a side-by-side showing the ResortGuard options versus the current coverage with Philadelphia. The comparison sheet also includes the list of markets approached by Brown & Brown Insurance. So, the budget item for insurance will remain the same.

We can evaluate what our best options are moving forward in regard to insurance. Michael Hughes, Senior Vice President, Brown & Brown Insurance has volunteered to speak to the Board during the Tuesday meeting to go over the ResortGuard proposal and answer any questions. Some items of note are that ResortGuard has quoted a 10K property deductible. Brown

& Brown is waiting to see what premium savings are available if they match the current Philadelphia Insurance 25K. ResortGuard also covers liability and property for the docks, which is currently not included. Brown & Brown will be quoting a separate umbrella utilizing intermediary instead of moving forward with ResortGuard's umbrella option.

This is a major improvement to the coverage structure that was initially in place with American Family who also had exclusions for downstream liability. Currently Philadelphia Insurance has exclusions pertaining to water. Philadelphia's exclusion states that all liability is because of lakes, piers/docks, and dams including any downstream liability. Activities in or upon the lakes, dams, piers/docks are excluded, including but not limited to lake swimming, ice fishing, and ice skating, canoes/rowboats.

The size of PLPOA creates a large disparity of socioeconomic classes within its borders. PLPOA is made up of very diverse neighborhoods and subdivisions which help make PLPOA a great community but also make it challenging when planning and forming budgets. The Association must continue planning and budgeting to meet its mission protecting property values and providing social and recreational opportunities but also promoting community welfare. In order to do this, dues assessments have to increase, especially with rising costs. We recognize that any dues increase can have an impact on some trying to make ends meet. Keeping in mind that decisions have to be made regarding what is best to keep a vibrant community but not forgetting those in our community that may need a little assistance. With that said, we propose creating a separate fund account in which owners can contribute in order to assist other owners paying their dues assessments. All owners would continue to be charged the same amount of dues. However, the contribution fund would assist those owners in need of assistance with payment of their dues. Funds would be transferred from the contribution fund to an owners account as a credit. The contribution would not be tax deductible since PLPOA is not a 501C3. A policy would have to be established regarding guidelines on who would be eligible to receive assistance and how the whole process would work. It would be available to full-time residents only and not vacant lots. Legal Counsel is fine with the concept and so is the Auditors. The Auditors are checking further in regards to any tax implications.

Business

Capital Improvement Plan: During the last meeting, the board agreed to forgo the scheduling of capital improvement plan meeting and replace it with a budget work session meeting. With the 2026 budget complete, the Board can return to scheduling a meeting to begin updating the capital improvement plan. You had opportunity to review the individual committee projects for the capital improvement plan and the spreadsheet listing them altogether. Now discussion will have to take place prioritizing the projects to place on a survey sent out to owners. There is currently not any timeline for updating the plan. The 2026 budget reflects that there is not any capital projects scheduled until the plan is updated.

Legal Counsel 2026 Terms of Engagement: Our contract with Orten, Cavanagh, Holmes & Hunt is up for renewal at the end of this year. I have included in your board packet their renewal letter and the terms of engagement for 2026. In reviewing the terms for next year, I have attached a spreadsheet noting the fee increases from 2025 to 2026.

A few years ago, the Association shopped for Legal Services and found terms to be very similar. The big difference with Orten, Cavanagh, Holmes & Hunt is that they have represented PLPOA for over 20 years. They know the Association well and its history. They have been good to work with and have served us well.

Strategic Plan: Updating the strategic plan has also taken a backseat to completing the budget. I previously provided a status on the strategic plan where I took the strategic plan document and made comments on each of the strategic objectives. Because there is so much information there, I tried to be brief and not go into a lot of detail regarding the status of the objectives. The document was included in your previous board packet. You will notice that a lot has been accomplished and there are a lot of goals that are on-going. Currently, the Board has agreed to visit the strategic plan during the first quarter of the fiscal year.

Sale of Equipment: In the previous couple of years, we have replaced a tractor, flail mower and snowblower as per the Reserve Study. These three items which were replaced are sitting in our maintenance yard not being used. We would like to sell these items by putting them out for bid. They are

- 2002 Kubota L2600 DT 4WD with a front loader attachment LB 400. It's in pretty good shape, everything still works. A quick Blue Book value search shows that a tractor like this could be worth \$7K to \$8K if in good condition, ours in fair condition.
- The mower is a 2014 Ferri ZMTE 1600 Flail Mower, with hydraulic control and side-arm swing capability. and is located over at the shop as well. It has relatively new cutting blades on it so should be in good shape. We paid about \$10,500 for it, Larry thinks it's still worth a few thousand dollars.
- The snowblower may be difficult to sell as it needs an encased drive shaft to operate. This is already mounted on our tractor which operates the new snowblower. We can investigate it further and see if anyone would be interested.

Emergency Procedures Manual: I have been working on the Emergency Procedures Manual with reviewing and updating. We already have had two major emergencies in Pagosa this year. One with the fire and the other with the flooding. It is important that this stays current and staff are familiar with the procedures.

Community

Santa Event: Ericka will be coordinating this year's Santa Event which will be held the first two weekends in December. This is the Association's main event of the year. Each year, the event is changed to bring Santa into Pagosa Lakes a different way. The event averages 150 – 200 kids attending each year with their families.

New School in PLPOA: The MPAC of the Pagosa School District has been tasked by the School Board to research potential school sites for the construction of a new K-8 grade building. They have held public meetings in which engineering and consulting firms displayed their research for two different sites. One site is on the High School property campus, and the other site is here in PLPOA along Vista and Park Ave. Currently, all information leads to the Vista site as being the leading candidate to build the school on. The property is owned by the Pagosa School District and is not subject to PLPOA restrictions despite its location. I had a meeting with Rick Holt, School Superintendent, regarding the research and planning for a new school. PLPOA needs to do some forward planning on how a new school will impact on the community. Obviously, the new school will have a positive impact on property values and provide a facility in which 57% of the youth are from PLPOA. I think this is a good opportunity for the PLPOA Board and the School Board to discuss partnering on to further improve the community. This can be providing more trails and sidewalks for school participants, development of sports fields and other recreational amenities, before and after school programming and other activities within the new school. There is a lot of potential here that can have a huge impact on our community. So, I feel we need to be involved wherever we can.

INTEROFFICE MEMORANDUM

TO: JONATHAN TURK

FROM: HEATHER LUNDY

SUBJECT: ACCOUNTING NOTES FOR NOVEMBER 2025.

DATE: November 30, 2025

As of November 30, 2025, the Association has received \$1,996,935 or 98.1% of the total billed 2025 regular assessments of \$2,035,125. For the same period in 2024, the collections were approximately \$1,946,100 or 98.1% of the total of \$1,982,825 billed.

Certificates of Deposit as of November 30, 2025:

MATURITY	RATE	VALUE	FUND
12/19/2025	4.2%	\$35,000	Trails Reserve
1/15/2026	3.85%	\$125,000	Em Oper
1/22/2026	3.9%	\$175,000	Reserve
1/23/2026	3.95%	\$150,000	Capital
2/17/2026	3.85%	\$75,000	Operating
3/20/2026	4.10%	\$35,000	Trails Reserve
10/20/2026	3.7%	\$241,000	Capital
11/13/2026	3.65%	\$19,000	Capital
11/13/2026	3.65%	\$222,000	Reserve
11/19/2026	3.65%	\$222,000	Reserve
12/18/2026	3.95%	\$35,000	Trails Reserve

**DEPARTMENT OF PROPERTY AND ENVIRONMENT
DECEMBER 2025 BOARD REPORT**

By Larry D Lynch

1. **Lakes and fisheries** – All four lakes are in good condition heading into the winter months. Lake levels came up nicely in both Hatcher Lake and Lake Pagosa the past few weeks where both lakes were down about 6 feet late in the summer but heavy rains in October and steady water from the Dutton pipeline diversion as well have resulted in the lakes only being down a couple feet at the beginning of this month. Several of the docks have been moved into winter positions, lake aeration systems have been tested and received maintenance and are ready to go for activation in the next week or two. We typically start seeing ice on the lakes in early December. The fishing the past couple of months has been excellent and in fact some of the best fishing of the whole year and anglers were reporting exceptional success. The weather was fantastic throughout most of November and we saw a lot of activity on the lakes. Which also gave us an opportunity to take care of a shoreline improvement project at Hatcher Lake near the boat ramp where we were able to bring in 15 tons of rock and rehab a cutbank erosion problem just north of the boat ramp that was creeping back toward the parking area.
2. **DPE Projects** – The DPE crew has been busy the past few weeks working on a number of projects including constructing a new security fence at the 4-acre Maintenance building site. We completed over half of the 2000-foot planned fencing this fall and will complete the rest next spring (materials have already been purchased); winding up brush chipping operations in late November with a final chipping of material and winter maintenance on the equipment and dry storage for the season; preparing snow removal equipment for the season; we also made some repairs to some erosion problems that occurred during the flooding in October near the trails and some of the lake access areas; vehicle and tractor maintenance; winterized irrigation systems, landscape pruning and prepped grounds for winter; removed floating buoy barricade on Village Lake near the golf course; and winterized and prepped community garden for the winter. Upcoming projects will include setting up for the Welcome Santa event in early December; work on some inside painting and maintenance at the shop; some greenbelt cleanup projects and potential trail work on the gasline trail near Vista; fire up lake aeration systems; and snow removal duties at all of our facilities and properties and mailboxes. Looking forward to hopefully a good winter storm frequency and snowpack for our lakes and streams next spring as well as a white Holiday season.
3. **End of Season Weed Control** – I finished up aquatic and terrestrial weed control operations in late October with final applications on a couple of greenbelt properties noxious weed issues and a final light aquatic algae control application at Village Lake.

This is the time of year that I need to start working on some reporting to the State including an aquatic pesticide NPDES summary of all products and amounts applied to each lake and a summary of results and conditions. Overall it was another challenging year with the extreme hot and dry conditions we experienced throughout much of the summer and low lake levels; we ended up applying a slightly heavier application rate of algaecides in general especially on Lake Pagosa and Village Lake, but on the other hand a slightly less amount of vascular weed control applications in parts of a couple of the lakes as well. I would say that we had a good year with overall results in the lakes and were able to keep most issues in check and provide good recreational access and uses and kept the lakes looking good. We did have one issue in Village Lake where the water milfoil weed growth in the middle part of the lake was heavier than in past years and where I'd like to focus a little more attention going into next year to see if we can get ahead of it. It was a little thicker in there than I'd like to see it.

4. **PARC Open House** – The Pagosa Area Recreation Coalition is planning a community open house event on December 10th at the Community Center downtown. The PARC has been working for about a year to develop a community Recreation Master Plan for our region including Archuleta County and parts of Mineral and Hinsdale Counties. The purpose of the open house is to provide the community with a chance to make suggestions, shape priorities, guide projects and comment on completed planning efforts. The PARC master plan will be of great interest to many Pagosa Lakes residents who recreate regularly in the region on public lands that would include Turkey Springs just to our west, Coyote Hill, Cloman Park, Yamaguchi Park and town facilities as well as the greater San Juan National Forest and State Lands and recreational areas. The Open House is Wednesday, December 10th, with two sessions offered – 3:30-5:00 PM and 5:30-7:00 PM at the Ross Aragon Community Center. I have been working loosely with the PARC Leadership Committee to help bring a Pagosa Lakes perspective to the planning efforts including the creation and planned improvements of our paved trail systems in Pagosa Lakes that are open to the public. A PARC survey went out to the community this past spring and over half of the 1200 respondents were Pagosa Lakes residents.
5. **Greenbelt Wildfire Fuel Reduction end of year Summary** – The greenbelt thinning projects went extremely well this year, over 100 acres of greenbelt properties were mitigated this summer and fall in Chirs Mt II, Trails, Vista, Lake Pagosa Park and Lake Forest subdivisions where hand thinning and mechanical mastication work opened up heavily forested zones and removed trees and brush to create improved spacing and greatly reduce the risk of wildfire in the community. Hundreds of Ponderosa Pine trees were removed, bucked into manageable lengths and made available to owners for firewood and many acres of oak brush were removed through hand and mechanical

mastication especially under and near trees, clumped and thinned elsewhere. It was remarkable how quickly those large firewood stashes disappeared; owners and neighbors were thrilled to have such an easy firewood source for their winter heating. We submitted all of the paperwork, photos and summaries to Wildfire Adapted Partnership last month and have received a 50% grant reimbursement from them for all work completed this year. Additional grant funds will be available next year, and we are planning to continue with greenbelt thinning projects in the Lakewood, Lake Forest and Lake Pagosa Park neighborhoods and are getting closer to our goals of treating all of the greenbelts in the next couple of years.



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

Attendance report for November	2025
Timeshare Sign Ins	1,267
Member Sign Ins	6,042
Total User Attendance	7,309
Programs and Activities Attendance	
All programs in Aerobics Room	113
Water Aerobics	86
Racquetball	103
Basketball	107
Lap Lane	959

Manager's Summary

November was a productive month for staff development and operational improvements. Multiple CPR review sessions were offered, and several new staff members earned their certifications. I also reviewed recent updates within EZ-Facility and introduced a new Manager on Duty (MOD) system for times when the Front Desk Supervisor or I are not on site. MODs will receive more advanced training in EZ-Facility, pool and spa operations, and emergency procedures.

Staff have expressed concerns about responding to potential medical situations involving elderly members. To address this, I spent time reviewing our emergency action plans and walking staff through proper response steps to ensure confidence and preparedness.

Recreation Center Monthly Report – November 2025

Membership & Attendance

- **November 2024:**
 - Total Attendance: 7,637
 - Wyndham Check-ins: 1,469
 - Membership Attendance: 6,168
 - **November 2025:**
 - Total Attendance: 7,309
 - Wyndham Check-ins: 1,267
 - Membership Attendance: 6,04
-

Events & Programs

Programming typically slows this time of year due to the holidays and the high school swim team occupying the 4:00–6:15 pm time slot.

Weather-Dependent Winter Programs:

- **Beginner Cross-Country/Classic Skiing:** Introductory sessions on the small track behind the Rec Center, expanding to areas such as Gate 5 and Coyote Hill as participants progress.
- **Snowshoeing:** Modeled after our summer walking group, using various PLPOA trails for guided one-hour outings.
- **Snowperson Building Contest:** Held when snow conditions permit. Categories include Best Traditional, Tallest, and Most Creative. Hot chocolate, snacks, and music will be provided.
- **12 Days of Christmas Fitness Challenge:** A returning favorite, offering a new workout each day for participants to earn points. The highest point total wins.

I also met with the Porpoises swim coaches to plan for pre-season training, which is expected to begin in mid-February. We anticipate a team of 40–50 swimmers this year.

Facilities & Maintenance

- Two locker room toilets—one in the men's and one in the women's—continue to malfunction. After replacing flushmates and cartridges without success, I am looking into purchasing replacements.
- TFI successfully completed the roof repair on November 7th.
- Intermittent low water pressure continues in the women's locker room. Troubleshooting to date includes verifying pool fill lines, replacing showerheads, and clearing drain runouts in the crawl space.
- Replacement padding for aging weight room equipment has been difficult to source. I am exploring options for purchasing new equipment

NOVEMBER 2025 – DEPARTMENT OF COMMUNITY STANDARDS REPORT

Pagosa Lakes Property Owners Association Board Members -

A Few updates:

Recognition -

The Department of Community Standards Office Supervisor Sherrie Vick will retire in March! We would like to thank and acknowledge Sherrie for her years of dedication. Her knowledge and experience will be missed. Together, will recognize her “Officially” at the February Board of Director’s meeting.

Accomplishments -

Team Annual Evaluations: I completed the annual employment evaluations, which included a comprehensive evaluation establishing the team’s baseline, creating an individual and staff performance training plan. Key steps include assessing current skills to identify gaps, setting specific and measurable goals, choosing relevant training methods, developing materials, scheduling sessions, and establishing metrics for success. Together, we reviewed the PLPOA strategic plan, vision, and mission statement; completed an employee conversations and planning map, core competency standards, leadership qualities, and a performance rating scale of 1-5. We took this exercise very seriously, and ultimately the goal as a team is to always improve. It was important to meet with each person individually and to have an open dialog about the results.

Statistics -

The Pagosa Lakes Property Owners Association's Department of Community Standards strives for compliance, not violations or fines. Year to date, one thousand six hundred fifty-one properties have been brought into compliance through engagement, education, and outreach methods, in conjunction with enforcement procedures as necessary; currently three properties are with legal. In November *thirty-seven concerns* were reported, eleven courtesy letters, and four notices of violations. Of the thirty-seven concerns reported, thirty-three have been resolved.

Announcements -

Team collective ideas about community partnerships & collaboration to bring the Pagosa Springs community together. One objective is to be in front of compliance, not just behind it. To welcome and value public input, other departments, entities, agencies, or individuals striving for solutions.

In January we are planning for Habitat for Humanity and Pagosa Springs Community Development Corporation new homeowner's event; an appreciation, compliance & permitting education class.

In the new year –

- Property Owners Appreciation, Compliance & Permitting Education Event.
- Real Estate Appreciation, Compliance Education Event.
- Contractors Appreciation Lunch, Project & Permitting Education Event.
- Agencies, Utilities & Infrastructure Round Table Quarterly Meetings.
- Dumpster day, Pagosa Springs Community Event, Archuleta County & Town of Pagosa Springs.
- Ambassador programs, welcoming new property owners, introductory meetings on-site and in-person.
- More to come, stay tuned...

The Department of Community Standards reports have been shortened, as previous reports were lengthy, given the number of documents you review monthly. I am always available to elaborate on topics and am committed to transparency and open dialogue.

Sincerely,

Submitted, as is.

CS

Christopher S. Simpson, Department of Community Standards Manager, PLPOA

Pagosa Lakes Property Owners Association

Dec 9, 2025

Jenifer Pitcher

Department Update

Technology

Everything is done for the most part by Echo now I just need to get in and get everything transferred from google based to Microsoft based. 😊

Public Relations

Excited for 2026, to get everything rolling.

Upcoming PLPOA Lifestyle Services & Offerings

- As you all know, our **Neighbor-to-Neighbor Thanksgiving** program was a tremendous success. We ended up providing full Thanksgiving meals to more than 50 families. Thanks to the overwhelming support in monetary donations, we are also able to provide those same families with **Christmas dinners**.

We sent follow-up forms to the participating households, and families with children were able to request any **winter outerwear** they needed. So far, we have purchased winter items—hats, gloves, jackets, and snow pants—for 36 children, all funded entirely through community donations.

This effort is one of the inspirations behind the plan referenced in the General Manager's report regarding the need for future dues adjustments. It clearly demonstrates how meaningful community-supported programs can be and the impact they have on our residents.

Winter Printed Newsletter

Advertising is down this year, which is trending across many advertising outlets, I'm told. Our primary advertisers are generally realtors with the market moving slow and town being viewed as "shut down" do to road construction times seem to be rough for the business community.

CMIA Conference

Planning for the CMIA Conference is off to a strong start. The event is scheduled for **April 26–29**, with **The Springs Hotel and Resort** confirmed as our host and home base. Planning continues to move forward with collaboration with local offerings and services.

Clubhouse Rentals & Activities Calendar

The clubhouse is closed through the 19th of December for the Welcome Santa event.

K-8 School location

I have attended the 2 most recent meeting regarding the proposed possible location for a k-8. See General managers report for more detailed information.

ECC Liaison Report

DESCRIPTIONS	November		YTD	Previous YTD		
	11/6	11/20	2025	2024	2023	2022
Construction of a new single-family Residential and Modular Home	2	1	55	69	45	69
Mobile /Manufactured New or used placement	0	0	0	4	0	5
Major Projects	5	1	56	55	49	53
Minor Projects	7	6	268	307	256	320
Owner-initiated Variance Request	0	0	3	9	9	8
Solar	0	1	31	24	27	17
Boat Dock and Shoreline Permit	0	0	18	8	0	7
Sign/ Banner permanent and temporary	0	0	2	7	2	2
Seasonal and Temporary structures	0	0	10	12	11	27
Written Request: Tree Removal/Fire Mitigation)	7	4	111	129	102	126
Written Request: Extensions/Revisions	18	6	204	283	280	255
Written Request: Miscellaneous	5	3	95	114	85	92
Construction of a new Commercial Structure	0	0	1	0	2	2
Construction of multi-family structures	0	0	1	0	2	0
Total Application submissions	44	22	857	1029	883	981
Total Approved Applications	44	22	852	1001	871	955
Total Preliminary Reviews	0	0	7	15	unk	unk
As Form Inspection Additions	2	1	37	70	54	54
Notes						

Lot Changes	Aug & Sept 7	Oct. 1	Nov. 2	Dec.	Total 10
Consolidations 130 E Golf Pl 295 Hills Cir 36 Burro Ct 359 Antelope Ave 113 Big Sky Pl Plat amendment 56 Shadow & 1125 Carino Pl 514 Twincreek Cir 160 Oakwood Cir. 132 Gala Pl					
Un-Consolidations 59 Rincon & 19 Rincon Ct.					



*A Safe Place In Pagosa Inc.
dba Aspen House / Aspen Services
PO Box 5913
Pagosa Springs, CO 81147
(970) 398-1636*

December 5, 2025

The Board of Directors
Pagosa Lakes Property Owners Association
230 Port Avenue
Pagosa Springs, CO 81147

RE: A plea to waive the PLPOA building permit fees for our charitable group home project

Dear Directors,

The purpose of A Safe Place in Pagosa, Inc. (ASPIP) is to provide room, board and 24/7 support services for eight adults with mild to moderate intellectual and developmental disabilities (I/DD) in Archuleta County. There are no adequate supportive housing options here for these individuals while there are many among us with the need. Without affordable and accessible housing, many are at risk for homelessness and institutionalization. Currently, many adults live with their aging parents or guardians and will need housing. A qualified support team will provide round-the-clock care including wrap-around resources such as transportation, recreation, therapy, community engagement and vocational support services. The home will be funded largely with private donations along with available grants.

Most of the clients Aspen House will serve have an annual income of \$15k - \$20k or even less due to unstable or unavailable employment opportunities and/or the inability to work consistently. This places them at an approximately 25% AMI which is in the very low income level for Archuleta County. The home operations will be sustained by the residents' social security room and board, state developmental disability (DD) waivers and private donations.

Aspen House will be a two-story, nine-bedroom licensed group care home located at 2079 Vista Blvd, Lot 1 in the Lakewood Village Development. The architectural plans and site plans are now complete, the house has been staked and the trees to be removed are marked. We await the imminent completion of the engineered drainage plan which will then allow us to obtain a Road & Bridge permit from the county. We can then submit our building permit application to PLPOA. Our goal is to break ground in the spring of 2026.

We appreciate your consideration to waive the building permit fees (+/- \$1,300) to lower our construction costs and speed us along. You will be supporting a safe and affordable home for those in our community who need it most.

With so much gratitude,

Marybeth Snyder
Marybeth Snyder
Building Committee Volunteer
A Safe Place in Pagosa, Inc. dba Aspen House
970-581-3457

*Aspen House/Aspen Services, A Safe Place in Pagosa, Inc., a recognized 501(c)(3) nonprofit corporation
TIN: 46-4975570*

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: OCT 02 2015

A SAFE PLACE IN PAGOSA INC
C/O MICHAEL A BRANCH
PO BOX 1333
PAGOSA SPRINGS, CO 81147

Employer Identification Number:
46-4975570
DLN:
17053166327005
Contact Person:
ANDREA A SPECK ID# 95324
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990/990-EZ/990-N Required:
Yes
Effective Date of Exemption:
December 10, 2014
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 947

Incumbent - NO Downstream/Marina Liability Coverage					ResortGuard			
Coverage	Limit	Deductible	Notes	Premium	Limit	Deductible	Notes	Premium
PROPERTY								
Buildings TIV	\$ 10,065,579	25,000	90% coinsurance		\$ 9,378,600	10,000	100% coinsurance	
Personal Property TIV	\$ 712,900	25,000			\$ 712,900	10,000		
Premium				\$ 42,219				\$ 42,067
INLAND MARINE								
Limit	\$ 200,000	1,000			\$ 461,000	1,000	Kubota Tractors included here	
Premium				\$ 2,970				\$ 4,209
GENERAL LIABILITY								
General Aggregate	\$ 2,000,000				\$ 2,000,000			
Each Occurrence	\$ 1,000,000	N/A			\$ 1,000,000	N/A		
Premium				\$ 55,951				\$ 51,744
AUTO								
Combined Single Limit	\$ 1,000,000	N/A	Kubota Tractors included here		\$ 1,000,000	N/A		
Comp/Collision Deductibles	\$ 1,000				\$ 2,000			
Premium				\$ 15,630				\$ 15,348
UMBRELLA/EXCESS								
Aggregate	\$ 5,000,000	N/A	Layered excess		\$ 5,000,000		Primary 5M	
Premium				\$ 86,746				\$ 28,907
Total Premium				\$ 203,516				\$ 142,275
							+ Taxes & Fees \$3,112.14	\$ 145,387.14

2025 Marketing Summary

Package	Excess	Excess	Excess
AmWins (ResortGuard)	Applied Specialty	GAC	Skyward
Bridge Specialty	Avondale	IAT	Starfish
CNA	AWAC	Ironshore	Starstone
Distinguished Programs	Axis	Kinsale	Tango
PHLY	Canopius	Ledgebrook	UmbrellaPro
Intact	Crum	Lexington	Westchester
McGowan & Co	Colony	Markel	Westfield
Philidelphia	Coaction	May Specialty	Zurich
RPS	Distinguished	McGowan	
Ryan Specialty	Endurance	Munich	
Service Insurance	Everest	Navigators	
Starfish Insurance	Golden Bear	PPP	
Travelers	Great American	Sertis	

Pagosa Lakes Property Owners Association – ResortGuard

LINE OF COVERAGE	LIMITS OF LIABILITY		CURRENT PREMIUM	PROJECTED PREMIUM	%
Property	Total Insured Value (Buildings) Total Insured Value (Personal Property) Misc. Equipment	\$9,378,600 \$712,900 \$411,000	\$45,189.00	\$50,358.14	11.4%
General Liability	General Aggregate Per Occurrence Hired & Non-owned Auto Employee Benefits	\$2,000,000 \$1,000,000 \$1,000,000 \$1,000,000	\$56,251.00	\$51,744.00	-8%
Auto	Aggregate Limit	\$1,000,000	\$15,630.00	\$15,348.00	-1.8%
Directors & Officers Liability	Aggregate Limit	\$2,000,000	\$19,619.00	\$19,619.00	0%
D&O Excess	Aggregate Limit	\$1,000,000	\$4,322.00	\$4,322.00	0%
Crime	Employee Dishonesty ERISA Fidelity	\$1,000,000 \$1,000,000	\$1,821.00	\$1,821.00	0%
Volunteer Accident	Accidental Death Accidental Dismemberment Accidental Paralysis	\$25,000 \$50,000 \$50,000	\$300.00	\$300.00	0%
TULIP Event	Per Occurrence General Aggregate	\$1,000,000 \$2,000,000	\$2,000.00	\$2,000.00	0%
GL Excess Layer 1 (5M)	Aggregate Limit	\$5,000,000	\$80,387.77	\$28,907.00	-64%
GL Excess Layer 2 (5M)	Aggregate Limit	\$5,000,000	\$47,435.74	\$47,435.74	TBD
GL Excess Layer 3 (2M)	Aggregate Limit	\$2,000,000	\$15,476.25	\$15,476.25	TBD
		TOTAL	\$288,149.76	\$237,331.13	-17.3%

The following is a list of potential or examples of items that could be cut in the 2026 operations budget to reduce the dues assessment.

To reduce the dues assessment, you would need to cut operational costs by:

\$40,000 to achieve a \$5 reduction

\$80,000 to achieve a \$10 reduction

Examples of eliminating operation budget line items

1. Pine Needle Pick-up Service	\$45,000
(Alternative is that owners pay for every bag or take to dump themselves for fee)	
2. Dumpster Clean-up Days	\$16,000
(Spring & Fall targeting Vista & E. Golf Subdivisions)	
3. Close the Brush Site	\$30,000
4. Eliminate Special Events	\$17,500
(to Include Santa, Easter Bunny, youth fishing derbies, Owner appreciation picnic, Triathlon etc.)	
5. Various Line items to include:	
Remove Porta Pots from lakes	\$2,000
Stop spraying noxious weeds	\$2,000
Remove consulting for lake habitat & ecosystem	\$2,500
Remove Board meeting expenses	\$1,200
Remove ECC meeting expenses	\$800
No longer maintain National Boundary Fence	\$3,000

Eliminate Trails Reserve Fund \$61,600

This would eliminate any further trails maintenance with eventual removal

Examples of eliminating items from Reserve Fund to reduce the transfer amount

Wildfire Mitigation	\$52,488
Exterior Maintenance of shop siding & windows	\$65,812
Docks & Fishing Piers repair or replacement	\$60,109
Replacement & Repair of National Forest Fence	\$66,113
Replacement of all gazebos & pavilions – remove them completely	\$229,646

2026 Operating Budget						
GL Account	2025 Budget	2025 YTD Actual (Aug)	Projection 9-1 - 12-31-25	Projected 2025	2026 Annual Draft	Descriptions
Income (Count: 42)						
05 - Admin Service Income (Count: 17)						
40000 - Association Dues-Regular-360 x6,098	2042830	2041759.58	0	2,041,759.58	2,195,280.00	\$25 dues assessment increase
40010 - Association Dues-Timeshare-247x3	330645	318585	12060	330,645.00	266,760.00	Wyndham timeshare dues with 3x multiplier - Reduction in revenue - Less 82 units
40020 - Association Dues-STR-400x2	270000	278720	1000	279,720.00	288,000.00	short-term rental dues with 2x multiplier (STR regular assessment included above)
40100 - Funds Transfer-General Reserves	-477570	-477570	0	(477,570.00)	(417,700.00)	Transfer amount according to 2023 Reserve Update without additional contribution
40110 - Funds Transfer-Trails Maintenance Reserve	-58900	0	0	58,900.00	(61,600.00)	Transfer amount according to 2022 Reserve Study
40200 - Funds Transfer-Capital Improvement	-329,427	-329427	0	(329,427.00)	(207,990.74)	50% contribution decrease
40300 - Assessments-Uncollectible	-15,000	-475	-9525	(10,000.00)	(15,000.00)	set according to history of delinquent accounts - reducing long outstanding accts.
40400 - Carry Forward	100,000	0	0	-	100,000.00	Surplus amount from previous fiscal years
40500 - Late Charges	30,000	28454.47	2000	30,454.47	30,000.00	\$50 late fee for dues assessments or unpaid violations and finance charges
40600 - Other Income-Lien Fees	7000	8575	0	8,575.00	7,000.00	Lien fees - \$175
40700 - Delinquent Postage Fees	2500	1796.7	700	2,100.00	2,500.00	Fees charged back to owners per required notification from HB1137
41000 - Lot Consolidation Fee	20,000	11525	21000	24,000.00	20,000.00	Fees collected for owners consolidating lots -5 years of dues
41010 - Other Income-Transfer Fees	60,000	43020	27720	62,000.00	60,000.00	Fees for lot transfers- \$180 -high interest rates-market declining-lowers numbers
41020 - Other Income-Misc	0	2001	0	2,001.00	-	
41250 - Credit card expense payment	100	0	0	100.00	100.00	Credit card fees
41500 - Gain/Loss on Asset	0	0	2000	2,000.00		
41900 - Interest - Operating	25000	6966.4	9500	16,466.40	25,000.00	Bank accounts -Investment Committee
	\$ 2,007,178.00	\$ 1,933,931.15	\$ 66,455.00	\$ 2,041,724.45	\$ 2,292,349.26	
06 - Community Standards Income (Count: 4)						
42000 - Filing Fee	13500	10488	3600	14,088.00	13,500.00	File fee of \$30 per Declaration of Restrictions
42010 - Review & Inspect Fee	115000	92950	34000	126,950.00	118,500.00	Inspection and review for permit applications and construction
42100 - DCS Fines	4000	0	4000	500.00	3,000.00	Property violations that come in front of board for a fine
42300 - Community Enhancement	4000	0	4000	4,000.00	4,500.00	revenue from pine needles, events
	\$ 136,500.00	\$ 103,438.00	\$ 45,600.00	\$ 145,538.00	\$ 139,500.00	
07 - Property & Environment Income (Count: 5)						
44000 - Fishing Permits	171000	172425.64	30000	190,626.00	162,000.00	Season, Weekly, & Daily Permit Fees for fishing -reduction due to Wyndham
44010 - Boat Permits	16500	16240	1000	17,000.00	16,500.00	yearly boat registrations
44100 - Weed Control	700	0	0	1,211.00	500.00	Payments received from owners for spraying noxious weeds on their lot
44200 - Property/Environment-Fines	500	0	0	-	400.00	fines issued by Conservation Officers for failing to follow fish & boat regs
44300 - Other-DPE (Seed/Fertilizer)	7500	7128	1020	7,900.00	7,500.00	the sale of grass seed and fertilizer in admin building
	\$ 196,200.00	\$ 195,793.64	\$ 32,020.00	\$ 216,737.00	\$ 186,900.00	
08 - Community Lifestyle Income (Count: 7)						
46000 - Community Activities & Events Income	4000	467.08	7113	4,000.00	4,000.00	Revenue from community activities & events
46100 - Newsletter Advertising	8000	1722.94	3781	8,000.00	8,000.00	Advertising sales from the newsletter - Summer & Winter
46200 - Rent-Clubhouse	9000	9406	2280	11,686.00	11,000.00	Fee for renting the clubhouse
46210 - Kitchen Rental	600	0	100	100.00	600.00	Fees from using the clubhouse kitchen with clubhouse rental
46220 - Accessory Rental- Stage & Sound	100	0	50	50.00	100.00	Fees for renting table cloths during clubhouse rental
46230 - Clubhouse Cleaning	900	300	50	300.00	900.00	Fee if cleaning service is necessary after the rental

	46300 - Vista Garden Income	2500	220	50	220.00	1,000.00	Garden Committee fundraisers
		\$ 25,100.00	\$ 12,116.02	\$ 13,424.00	\$ 24,356.00	\$ 25,600.00	
09 - Recreation Amenities Income (Count: 9)							
	48000 - PLPOA Members-Amenities	366954	304721.4	92609	397,330.40	460,000.00	10% - 27% increase depending on membership category
	48200 - Timeshare Owners-Amenities	253520	126760	121886	253,520.00	190,140.00	25% decrease due to reduction of 4 timeshare units
	48300 - Sponsored Events/Programs	20500	8732.03	3626	12,358.03	15,000.00	Revenue from various classes like aerobics,TaiChi,personal training
	48400 - Rental Income	3500	1976	700	2,676.00	3,500.00	locker and racquet rentals
	48500 - Retail	2000	614.34	200	814.34	1,500.00	income from purchase of goggles, swimsuits, racquets, protein bars, water etc.
	48600 - Pagosa Springs Porpoises Swim Revenue	4750	9818	0	9,818.00	8,500.00	income from registration and fundraisers
	48700 - Swim Lesson Revenue	6500	8315	1400	9,715.00	9,000.00	income from registration
		\$ 657,724.00	\$ 460,936.77	\$ 220,421.00	\$ 686,231.77	\$ 687,640.00	
		\$ 3,022,702.00	\$ 2,706,215.58	\$ 377,920.00	\$ 3,114,587.22	\$ 3,331,989.26	
Expense (Count: 172)							
10 - Admin Service Expense (Count: 40)							
	50000 - Payroll-Admin	435206	272227.05	129837	402,064.05	417,289.00	Increase due to inflation and competition for staff & retainment -3%
	50010 - Payroll-Overtime-Admin	500	423.17	100	523.17	500.00	
	50020 - Payroll Taxes-Admin	39000	24450.44	10820	35,270.44	39,536.01	coincides with payroll
	50100 - Health Insurance-Admin	72500	41864.5	21000	62,864.50	96,300.00	36% increase
	50110 - Dental Insurance-Admin	4700	3266.92	1611.87	4,878.79	5,615.00	% increase
	50120 - Vision Insurance-Admin	700	397.37	265.28	662.65	913.00	no increase
	50130 - Retirement-Admin	23500	15257.5	3552.64	18,810.14	23,100.00	401k Plan contributions
	50140 - HRA-Health Reimbursement-Admin	21600	12000	5600	17,600.00	16,800.00	HRA donation
	50150 - Insurance-Workers Comp-Admin	2000	1282.51	767.84	2,050.35	2,300.00	
	50160 - Life Insurance-All	2600	1481.7	785	2,266.70	2,400.00	
	50190 - Payroll-Paychex	13000	7606.48	2943	10,549.48	13,000.00	Fees to process payroll and fees for the 401k administration
	50195 - Misc (Admin Cafeteria Plan)	1700	2633.4	805	3,438.40	2,400.00	HRA administration fees
	50200 - Office Supplies	6700	1801.32	2819	4,620.32	6,500.00	general supplies of pens, paper,binders, paper clips,batteries etc.
	50250 - Software Expense	28500	26659.72	9692	42,351.00	42,000.00	license agreement for software use -Vantaca, HOAI
	50251 - Office Equip Repair/Tech Help	14000	7860.66	4550	12,410.66	13,000.00	IT agreement for monthly services
	50260 - Equipment Leases	3200	50.64	1685	500.00	3,000.00	lease agreement for postage machine
	50300 - Postage	13500	8343.69	1200	10,543.00	12,000.00	mail of invoices for dues assessments, business mail, violations, payables
	50310 - Admin Copier	500	0	0	500.00	500.00	cost for copies in admin copier
	50320 - Copies/Printing	500	0	117	117.00	500.00	cost to print posters, documents outside of normal copier capability
	50400 - Dues & Fees	1500	1042.9	200	1,342.00	1,500.00	Professional membership fees
	50410 - Education-Seminars	8500	3628.45	1200	4,828.45	7,500.00	Required staff licenses, certifications, and required education credits
	50420 - Subscriptions	400	183.59	0	283.00	400.00	newspaper and professional subscriptions
	50500 - Gas/Mileage	300	0	0	300.00	300.00	personal vehicle use for bank runs
	50700 - Board Meetings/Discretionary	1300	1505.62	600	1,800.00	1,200.00	food & refreshments for board meetings and Annual meeting
	50710 - Online Elections	10000	20121.82	6375	20,121.00	12,000.00	Cost for ballot on July owners meeting
	50900 - Misc. & Contingency	1000	1231.75	278	1,509.75	1,000.00	
	50950 - Advertisement	1200	786.75	522	1,308.75	1,100.00	costs associated with newspaper ads for employment, announcements, backgrounds etc.
	51000 - Audit	28000	0	28850	28,850.00	28,000.00	Required expense each year to audit financials & submit taxes
	51100 - Legal	50000	51537.36	23000	74,537.36	50,000.00	Costs to bring owners into compliance from violations -legal opinions & review

	51101 - Legal - billed	-15000	-4818.22	-8699	(13,517.22)	(13,000.00)	
	51200 - Legal-Collections	45000	6614.91	15876	22,490.91	40,000.00	Cost for collection of delinquent payments
	51201 - Legal-Collections-billed	-35000	-10718.35	-8539	(19,257.35)	(20,000.00)	Delinquent account expenses charged back to owners
	51500 - Property Taxes	2000	3110.82	0	3,110.82	3,200.00	Tax on PLPOA owned lots - number lots owned reduced
	51510 - Income Tax	417	3207	0	3,207.00	3,500.00	estimated tax on interest income
	52000 - Insurance Deductibles	1000	0	0	-	1,000.00	deductible for insurance claim
	52010 - Master Insurance	100995	209904.86	41000	260,904.00	293,307.00	Liability, D&O & inland marine
	53000 - Bank Charges	300	-50.6	0	(50.60)	300.00	monthly bank fees
	53010 - Credit Card Charges - Admin	4000	4802.64	0	4,802.64	6,000.00	fees for owners and guests using credit cards to pay for services
	53020 - Returned Checks	100	0	0	-	100.00	fees charged by bank for returned checks
		\$ 889,918.00	\$ 719,698.37	\$ 298,813.63	\$ 1,028,591.16	\$ 1,115,060.01	
11 - Community Standards Expense (Count: 22)							
	60000 - Payroll-DCS	346950	222043.13	108687.1	330,730.23	390,628.00	Increase - 3% -larger increase due to vacancies in current year.
	60010 - Payroll-Overtime-DCS	2000	3455.79	400	3,855.79	2,000.00	necessary for emergencies, events / programs, finish projects
	60020 - Payroll Taxes-DCS	31000	20277.39	9400	29,677.39	35,365.25	coincides with payroll
	60100 - Health Insurance-DCS	64500	35746.27	18020.48	53,766.75	74,000.00	36% increase
	60110 - Dental Insurance-DCS	5000	3317.55	1690.4	5,007.95	5,250.00	% increase
	60120 - Vision Insurance-DCS	650	417.79	265.25	683.04	690.00	no increase
	60130 - Retirement-DCS	14000	6311.59	2000	8,311.59	19,230.00	401k Plan contributions
	60140 - HRA-Health Reimbursement-DCS	19200	12600	6400	19,000.00	19,200.00	HRA donation
	60150 - Insurance-Workers Comp-DCS	4500	2988.05	1910	4,898.05	5,000.00	
	60200 - Office/Field Supplies/Expenses	4000	5783.37	1943	7,726.37	5,000.00	ipads, clipboards, door hangers, permit cards, paper for plans specs. etc.
	60230 - Uniforms	500	1518.88	1749	2,000.00	750.00	shirts for full-time staff
	60310 - DCS Copier	6750	5508.88	2373	7,881.88	7,800.00	copy machine for all departments & plot scanner
	60320 - Printing Decs & Maps	1000	139.86	150	500.00	500.00	print community information brochures, mailings, government documents
	60410 - Professional Fees	500	744	155	899.00	750.00	professional certification costs
	60430 - Training	1400	3865.58	0	3,865.58	1,500.00	classes to maintain certifications, education seminars
	60500 - DCS Vehicle Gas	2700	1792.66	900	2,692.66	2,700.00	Gas for DCS manager and staff for permit inspections and property inspections
	60530 - Vehicle Exp-Sport S 63	850	624.69	50	1,650.00	1,000.00	Maintenance on the vehicle
	60540 - Vehicle Exp-Sport SL 29	850	496.6	50	1,500.00	1,000.00	Maintenance on the vehicle
	60700 - ECC Expenses	900	267.14	632.86	900.00	800.00	Food & Refreshments for meetings
	60900 - Contingency	500	278.29	221.71	500.00	500.00	
	60910 - Capital Expenditures	1500	72.43	1427.57	1,500.00	1,500.00	computer upgrades
	60930 - Community Enhancement	65000	34512.48	7000	55,500.00	65,000.00	Pine needle pick-up, spring & fall dumpster days, disposal fees
		\$ 574,250.00	\$ 362,762.42	\$ 165,425.37	\$ 543,046.28	\$ 640,163.25	
12 - Property & Environment Expense (Count: 49)							
	61000 - Payroll-DPE	323875	210797.95	93013.12	303,811.07	329,513.00	Increase due to inflation and competition for staff & retainment - 3%
	61010 - Payroll-Overtime-DPE	5000	1287.88	473	1,760.88	5,000.00	Staff hours due to snowplowing, events, projects, emergencies etc.
	61020 - Payroll Taxes-DPE	31300	19037.57	7818.08	26,855.65	30,000.00	Coincides with payroll
	61100 - Health Insurance-DPE	41000	26394.08	13716.4	40,110.48	54,500.00	36% increase
	61110 - Dental Insurance-DPE	4245	2586.56	1230.03	3,816.59	4,000.00	% increase
	61120 - Vision Insurance-DPE	700	397.12	180.68	577.80	700.00	no increase
	61130 - Retirement-DPE	18000	12129.71	2225.24	14,354.95	18,000.00	401k Plan contributions

61140 - HRA-Health Reimbursement-DPE	9600	6400	3200	9,600.00	9,600.00	HRA Donation
61150 - Insurance-Workers Comp-DPE	7500	5955.19	3866.92	9,822.11	10,000.00	
61200 - Office/Field Supplies	400	388.72	62	450.72	400.00	miscellaneous supplies for support of events and activities, posters, fliers etc.
61210 - Tools, Supplies Expense	8000	3617.41	3163	6,780.41	8,000.00	gloves, hand tools, small power tools, parts, per-station bags, garbage bags etc.
61220 - Janitorial Supplies	3500	1513.58	875	2,388.58	3,000.00	supplies for buildings such as paper towels, toilet paper soap etc.
61230 - Uniforms	1500	696.55	803.45	1,500.00	1,500.00	shirts for full-time staff and Conservation Officers
61240 - Admin Office Cleaning	1700	621	1079	1,700.00	1,700.00	floor, glass, carpet, counter, toilet, sink cleaners etc.
61350 - Enforcement/Signage	11755	2529.94	6415	8,944.94	10,000.00	Conservation Officers associated costs, fishing brochures, maps, permit printing
61351 - Roadside Cleanup/Adopt a Street	100	108.32	0	108.32	150.00	supplies for community clean-up
61352 - Signage	1750	124.83	1625.17	1,750.00	1,750.00	new signs that are needed to replace faded existing
61410 - Seminars/Training/CE	1500	51.89	1448.11	1,500.00	1,500.00	Pesticide / herbicide license, AFO license, certifications, lake mgmt. classes
61500 - Vehicle-Gas	15000	4449.36	5000	9,449.36	12,000.00	truck fuel for maintenance and plowing - increased fuel prices
61510 - Dept Auto #1/2011 Toyota P/U	1000	102.1	0	102.10	1,500.00	maintenance on the vehicle
61530 - Dept Auto #3/2025 GMC Sierra	3000	328.31	1283	1,611.31	1,500.00	maintenance on the vehicle
61540 - Dept Auto #4/2013 Ford Truck	1500	1993.85	182	2,175.85	2,000.00	maintenance on the vehicle
61550 - Dept Auto #5/2018 Ford F-350	1500	502.33	100	1,600.00	1,500.00	maintenance on the vehicle
61560 - Dept Auto #6/20 Chevy Silverado	1500	489.65	1000	1,489.65	1,500.00	maintenance on the vehicle
61570 - Dept Auto #7/2020 Chevy Colo P/U	1500	206.16	134	1,340.00	1,500.00	maintenance on the vehicle
61580 - Kubota Tractor 201	500	247.6	0	247.60	500.00	maintenance on the tractor
61590 - Kubota Tractor 2014	2500	659.51	0	3,000.00	2,500.00	maintenance on the tractor
61592 - Kubota Tractor 2022	2500	1138.08	0	1,138.08	2,500.00	maintenance on the tractor
61600 - Facilities Maintenance	8500	4223.5	2265	6,488.50	8,500.00	maintenance of buildings and equipment connected to building operations
61601 - Equipment Maintenance	4500	493.49	1852	2,345.49	4,000.00	repairs / parts to maintain equipment
61602 - Trailer Maintenance	1000	496.8	100	596.80	1,000.00	maintenance on trailer
61603 - Boating Improvements	5000	569.63	2000	4,569.00	5,000.00	maintenance of boat docks, gravel boat ramps and parking areas
61604 - Lakes Fisheries & Parks/Repair & Maint	9000	5859.5	2152	8,011.50	9,000.00	Dam maintenance, replace aerator pumps and compressors, fishing piers & docks
61605 - Fence Maint & Construction	2000	37.91	1832	1,869.91	3,000.00	maintenance of National Forest Boundary fence
61606 - Parks & Trails Expense	6000	6422.18	1277	7,699.18	6,000.00	maintenance of picnic tables, benches, trash cans, grass areas, trees
61610 - Consulting	2500	0	0	2,500.00	2,500.00	Habitat and fish studies in all four lakes
61611 - Engineering/Survey	3500	6293.5	0	6,293.50	3,500.00	Surveying & engineering for dams & planned projects
61620 - Fire Mitigation	23000	177.79	4557	8,734.00	18,000.00	wood chipper maintenance and supplies
61630 - Grass Seed/Fertilizer	8000	5667.94	0	5,667.94	8,000.00	for resale in office and use in common areas
61631 - Insect, Disease & Noxious Weeds	2500	242.39	250	492.39	2,000.00	chemicals to spray weeds and trees
61632 - Water Quality Testing	1000	130.65	0	130.65	1,000.00	Required water testing on all four lakes
61633 - Weeds & Algae Control	27000	27982.81	2771	30,753.81	27,000.00	Cost of chemicals to control vegetation in the lakes -warmer summers-more work
61640 - Porta Potties	3000	1081.6	676	1,757.60	2,000.00	3 porta potties on lakes
61642 - PO Cluster Boxes	6000	6000	0	6,000.00	6,000.00	Additional mailboxes for short notice to keep up with demand
61645 - Pumping Services	1500	0	1500	1,500.00	1,500.00	new line item for cleaning of new restroom buildings
61800 - Kids Fishing Derby & Events	1000	457.98	0	457.98	1,000.00	2 kids fishing derby events - ice and summer
61900 - Misc & Contingency	100	0	100	100.00	100.00	
61910 - Common Area Improvements-Repairs-Equip	3500	0	600	600.00	3,500.00	Necessary work / repair identified in common areas
61960 - Stocking & Food Chain	119000	96310	31350	131,310.00	110,000.00	Stock fish in four lakes in spring and fall
	\$ 739,525.00	\$ 467,202.92	\$ 202,175.20	\$ 685,864.70	\$ 738,913.00	

13 - Community Lifestyle Expense (Count: 8)						
62250 - Website-Front Steps	4000	3062.9	1631	4,693.90	7,500.00	Site host for the website
62320 - Newsletter Prep/Printing/Postage	32000	19509.45	12490.55	32,000.00	43,500.00	printing of newsletter, marketing plan items
62800 - Community Activities & Events	23739	6826.9	7594	23,400.00	21,000.00	The expense to coordinate events and activities for the community
62810 - Clubhouse Rental Expense	500	19.22	0	300.00	500.00	repairs of the facility from rental -charged back to deposit
62820 - Facilities-Clubhouse	3500	3605.62	0	4,000.00	3,500.00	maintenance of clubhouse building - light bulbs, furnace filters paint etc.
62830 - Clubhouse Cleaning Expense	1500	300	1200	1,500.00	1,500.00	expense to clean up after rentals which is passed onto the renter
62840 - Landscaping Clubhouse	750	0	750	750.00	800.00	landscape bed maintenance & flowers
62940 - Community Garden	4000	2623.48	327	3,500.00	3,200.00	expense for supplies for community gardens from committee fundraising
	\$ 69,989.00	\$ 35,947.57	\$ 23,992.55	\$ 70,143.90	\$ 81,500.00	
14 - Recreation Amenities Expense (Count: 36)						
63000 - Payroll-DRA	370500	230493.78	97228.64	327,722.42	371,117.00	Increase due to inflation,- competition for staff , retention - 3%
63010 - Payroll-Overtime-DRA	750	448.51	100	548.51	750.00	overtime due to illness, emergencies
63020 - Payroll Taxes-DRA	33500	20776.12	8172.4	28,948.52	33,516.00	Coincides with payroll
63100 - Health Insurance-DRA	31500	15487.54	6199.4	21,686.94	25,000.00	36% increase
63110 - Dental Insurance-DRA	3000	1611.77	647.8	2,259.57	2,100.00	% increase
63120 - Vision Insurance-DRA	600	393.29	105.4	498.69	500.00	decrease
63130 - Retirement-DRA	12000	6399.94	1350.92	7,750.86	8,000.00	401k Plan contributions
63140 - HRA-Health Reimbursement-DRA	9600	4600	1600	6,200.00	4,800.00	HRA Donation
63150 - Insurance-Workers Comp-DRA	2500	2465.25	1498.48	3,963.73	4,500.00	
63200 - Supplies-Building	11000	4045.14	2559	9,600.00	10,000.00	laundry soap, gym wipes, masks, floor sealing, light bulbs, sanitizer
63210 - Supplies-Programs	9000	1327.3	868	7,500.00	8,000.00	weight & cardiovascular machine parts, upholstery replacement, rec activity etc.
63220 - Janitorial/Housekeeping	2000	1888.98	2240	3,200.00	3,000.00	cleaning supplies, equipment
63230 - Uniforms	1000	0	500	1,000.00	1,000.00	shirts for staff
63250 - EZ Facility Software	7000	5126.72	2563.46	7,690.18	8,500.00	EZ Facility software for membership registration, daily admissions
63251 - Tech Help	1000	0	0	500.00	800.00	IT assistance for computers if problem arises
63255 - Credit Card Fees - Rec Center	19000	9227.07	4800	14,027.07	19,000.00	rec center purchases
63320 - Office Supplies/Printing	3000	1339.69	1294	2,633.69	3,000.00	stationary, pens etc. key fobs, punch passes, brochures etc.
63400 - Dues/Subscriptions	500	623.45	283	906.45	1,000.00	ASCAP and professional memberships
63410 - Seminars/Training	2200	483.55	140	1,000.00	2,200.00	CPO & CPR certifications, safety workshops, seminars
63500 - Business Mileage	250	0	0	250.00	250.00	personal vehicle use for bank runs
63600 - Maintenance Building	20000	6394.92	11000	17,394.92	20,000.00	Maintain HVAC, dehumidifier, fire system, building repairs etc.
63601 - Maintenance-Grounds & Parking	4000	1148.21	2814	3,962.21	4,000.00	parking lot maintance, ice melt, fertilizer, maint. on play equipment, volleyball etc.
63602 - Maintenance-Pool	22000	5519.11	8558	16,077.00	21,000.00	cost for pool chemicals, parts, supplies to operate both pools and spa
63800 - Pagosa Springs Porpoises Swim	4500	6972.19	60	7,032.19	6,300.00	Youth swim team, league fees, supplies etc.
63810 - Swim Lesson Expense	4750	3735	400	4,700.00	4,750.00	payments to swim instructors
63900 - Misc & Contingency	500	373.31	126.69	500.00	500.00	
63910 - Non Capital Equipment Replacement	5000	1215.94	0	5,000.00	5,000.00	items such as aerobic mats, bosa balls resistance bands, lap swim supplies
63920 - Merchandise	1500	517.63	400	1,500.00	1,500.00	resale items such as swim suits, goggles, protein bars, water etc.
64010 - Utilities-Gas Rec	45100	23879.21	18401	42,280.21	49,610.00	Recreation Building - 10%
64020 - Utilities-Electric Rec	43400	30050.66	19555	49,605.66	47,740.00	Recreation Building - 10%
64030 - Utilities-Water Rec	8500	6961.21	2960	9,921.21	9,350.00	Recreation Building - 10%
64040 - Utilities-Waste Control Rec	2100	1322.88	700	2,022.88	2,310.00	10% increase

	64050 - Irrigation Water Rec	1500	85.56	50	135.56	1,650.00	water irrigation for lawn and landscaping
	64060 - Utilities-Alarm Rec	3500	1260.35	340	1,600.35	3,850.00	10% increase
	64070 - Utilities-TV-Telephone Rec	3000	1865.95	1000	2,865.95	3,300.00	10% increase
		\$ 689,250.00	\$ 398,040.23	\$ 198,515.19	\$ 612,484.77	\$ 687,893.00	
15 - Utilities Expense (Count: 17)							
	70010 - Gas Admin	2600	1227.88	701	2,128.00	2,860.00	10% increase
	70020 - Electric Admin	4720	2641.79	1324	4,165.00	5,200.00	10% increase
	70030 - Water Admin	3500	2469.42	1240	3,709.42	3,850.00	10% increse
	70040 - Waste Control Admin	2400	1658.1	832	2,490.10	2,600.00	10% increse
	71010 - Gas Shop	2500	1256.12	632	2,088.00	2,750.00	10% increase
	71020 - Electric Shop	2200	830.43	416	1,646.00	2,420.00	10% increase
	71030 - Water Shop	1100	668.62	340	1,008.62	1,210.00	10% increase
	71040 - Waste Shop	2000	1032.24	585	1,617.24	2,200.00	10% increase
	72010 - Gas Clubhouse	4500	2226.19	1538	3,764.19	4,950.00	10% increase
	72020 - Electric Clubhouse	2500	1125.8	564	1,989.00	2,750.00	10% increase
	72030 - Water Clubhouse	3000	1545.76	776	2,621.00	3,300.00	10% increase
	73000 - Cellular Phones	3750	3202.57	1600	4,802.57	7,370.00	includes DPE cell phones & DCS cell phones and new tablets + 10% increase
	73010 - Telephone-All Depts Except Rec	5000	3241.27	1620	4,861.27	5,500.00	10% increase
	74000 - Street Lights	2000	1081.12	540	1,821.00	2,200.00	10% increase
	74010 - Water Other Assoc Lots	5000	646.67	324	1,800.00	5,000.00	
	74020 - Aerator	8000	3942.31	2000	8,900.00	8,800.00	10% increase
	74030 - Internet	5000	3060.03	1532	4,592.03	5,500.00	10% increase
		\$ 59,770.00	\$ 31,856.32	\$ 16,564.00	\$ 54,003.44	\$ 68,460.00	
	Total Expenses	\$ 3,022,702.00	\$ 2,015,507.83	\$ 905,485.94	\$ 2,994,134.25	\$ 3,331,989.26	
	Net Operating Income	\$ -	\$ 690,707.75	\$ (527,565.94)	\$ 120,452.97	\$ -	

2026 Capital Budget			
GL Account		2026Budget	2025 Capital Plan Funding
Income (Count: 2)			
20 - Capital Improvement Income (Count: 2)			
90000 - Capital Improvement Income		\$207,990	329,427.00
91900 - Interest-Capital Fund		10,000.00	
		\$ 217,990.00	\$ 329,427.00
Expense (Count: 0)			
21 - Capital Improvement Expense (Count: 0)			
		0.00	
Net Capital		\$ 217,990.00	

2026 General Reserve Budget

GL Account	2026 Budget	2023 Reserve Study Update
Income (Count: 2)		
16 - Reserve Income (Count: 2)		
80000 - Reserve-Restricted	417,700.00	495,570.00
80100 - Interest-Reserve	4,647.00	4,697.00
	\$ 422,347.00	\$ 500,267.00
Expense (Count: 11)		
18 - Reserve Expense (Count: 11)		
Rec Center-Replace composite deck	\$29,765	\$29,765
Admin - Replace carpeting		\$20,200
Rec Pool - pumps, filters, mechanical equip	\$25,042	\$25,042
Lake Hatcher Dam Gate replacement		\$85,786
Sprayer System	\$10,136	\$10,136
National Forest fencing	\$11,753	\$11,753
Fire Mitigation	\$52,488	\$52,488
Mailbox Repairs	\$40,000	\$40,000
	\$ 169,184.00	\$ 275,170.00
Net General Reserve	\$ 253,163.00	\$ 225,097.00

2026 Trails Maintenance Reserve Budget

GL Account	2026 Budget	2022 Reserve Study Recommended
Income (Count: 2)		
17 - Trails Maintenance Income (Count: 2)		
81000 - Trails Maintenance Reserve	61,600.00	61,600.00
81100 - Interest-Trails Maint Reserves	1,380.00	
	\$ 62,980.00	\$ 61,600.00
Expense (Count: 3)		
19 - Trails Maintenance Expense (Count: 3)		
Crack repair, patch, seal coat - Lake Forest		\$20,306
Crack repair, patch, seal coat - Lake Forest		\$14,521
Repave Lake Forest Trail Section	103,000.00	
		\$34,827
Net Trails Reserve	\$ (40,020.00)	\$ 26,773.00

2026 Operating Budget-Draft B						
GL Account	2025 Budget	2025 YTD Actual (Aug)	Projection 9-1 - 12-31-25	Projected 2025	2026 Annual Draft	Descriptions
Income (Count: 42)						
05 - Admin Service Income (Count: 17)						
40000 - Association Dues-Regular-365 x6,098	2042830	2041759.58	0	2,041,759.58	2,225,770.00	\$30 dues assessment increase
40010 - Association Dues-Timeshare-247x3	330645	318585	12060	330,645.00	270,465.00	Wyndham timeshare dues with 3x multiplier - Reduction in revenue - Less 82 units
40020 - Association Dues-STR-405x2	270000	278720	1000	279,720.00	295,650.00	short-term rental dues with 2x multiplier (STR regular assessment included above)
40100 - Funds Transfer-General Reserves	-477570	-477570	0	(477,570.00)	(495,570.00)	Transfer amount according to 2023 Reserve Update
40110 - Funds Transfer-Trails Maintenance Reserve	-58900	0	0	(58,900.00)	(61,600.00)	Transfer amount according to 2022 Reserve Study
40200 - Funds Transfer-Capital Improvement	-329,427	-329427	0	(329,427.00)	(329,427.00)	Same amount as current year
40300 - Assessments-Uncollectible	-15,000	-475	-9525	(10,000.00)	(15,000.00)	set according to history of delinquent accounts - reducing long outstanding accts.
40400 - Carry Forward	100,000	0	0	-	158,183.00	Surplus amount from previous fiscal years
40500 - Late Charges	30,000	28454.47	1546	30,000.47	30,000.00	\$50 late fee for dues assessments or unpaid violations and finance charges
40600 - Other Income-Lien Fees	7000	8575	0	8,575.00	7,000.00	Lien fees - \$175
40700 - Delinquent Postage Fees	2500	1796.7	103.3	1,900.00	2,500.00	Fees charged back to owners per required notification from HB1137
41000 - Lot Consolidation Fee	20,000	11525	18000	29,525.00	20,000.00	Fees collected for owners consolidating lots -5 years of dues
41010 - Other Income-Transfer Fees	60,000	43020	22720	65,740.00	60,000.00	Fees for lot transfers- \$180 -high interest rates-market declining-lowers numbers
41020 - Other Income-Misc	0	2001	0	2,001.00	-	
41250 - Credit card expense payment	100	0	0	-	100.00	Credit card fees
41500 - Gain/Loss on Asset	0	0	15000	15,000.00		
41900 - Interest - Operating	25000	6966.4	7500	14,466.40	25,000.00	Bank accounts -Investment Committee
	\$ 2,007,178.00	\$ 1,933,931.15	\$ 68,404.30	\$ 1,943,435.45	\$ 2,193,071.00	
06 - Community Standards Income (Count: 4)						
42000 - Filing Fee	13500	10488	2860	13,348.00	13,500.00	File fee of \$30 per Declaration of Restrictions
42010 - Review & Inspect Fee	115000	92950	28520	121,470.00	118,500.00	Inspection and review for permit applications and construction
42100 - DCS Fines	4000	0	0	-	3,000.00	Property violations that come in front of board for a fine
42300 - Community Enhancement	4000	0	4388	4,388.00	4,500.00	revenue from pine needles, events
	\$ 136,500.00	\$ 103,438.00	\$ 35,768.00	\$ 139,206.00	\$ 139,500.00	
07 - Property & Environment Income (Count: 5)						
44000 - Fishing Permits	171000	172425.64	22930	195,355.64	165,000.00	Season, Weekly, & Daily Permit Fees for fishing -reduction due to Wyndham
44010 - Boat Permits	16500	16240	490	16,730.00	16,500.00	yearly boat registrations
44100 - Weed Control	700	0	1211.5	1,211.50	500.00	Payments received from owners for spraying noxious weeds on their lot
44200 - Property/Environment-Fines	500	0	0	-	400.00	fines issued by Conservation Officers for failing to follow fish & boat regs
44300 - Other-DPE (Seed/Fertilizer)	7500	7128	1380	8,508.00	7,500.00	the sale of grass seed and fertilizer in admin building
	\$ 196,200.00	\$ 195,793.64	\$ 26,011.50	\$ 221,805.14	\$ 189,900.00	
08 - Community Lifestyle Income (Count: 7)						
46000 - Community Activities & Events Income	4000	467.08	10,000	10,467.08	5,000.00	Revenue from community activities & events
46100 - Newsletter Advertising	8000	1722.94	1607	3,329.94	8,000.00	Advertising sales from the newsletter - Summer & Winter
46200 - Rent-Clubhouse	9000	9406	2155	11,561.00	11,000.00	Fee for renting the clubhouse
46210 - Kitchen Rental	600	0	0	-	600.00	Fees from using the clubhouse kitchen with clubhouse rental
46220 - Accessory Rental- Stage & Sound	100	0	50	50.00	100.00	Fees for renting table cloths during clubhouse rental
46230 - Clubhouse Cleaning	900	300	0	300.00	900.00	Fee if cleaning service is necessary after the rental
46300 - Vista Garden Income	2500	220	0	220.00	1,000.00	Garden Committee fundraisers
	\$ 25,100.00	\$ 12,116.02	\$ 13,812.00	\$ 25,928.02	\$ 26,600.00	
09 - Recreation Amenities Income (Count: 9)						
48000 - PLPOA Members-Amenities	366954	304721.4	106070	410,791.40	460,000.00	10% - 27% increase depending on membership category
48200 - Timeshare Owners-Amenities	253520	126760	126760	253,520.00	190,140.00	25% decrease due to reduction of 4 timeshare units
48300 - Sponsored Events/Programs	20500	8732.03	3770	12,502.03	15,000.00	Revenue from various classes like aerobics,TaiChi,personal training

48400 - Rental Income	3500	1976	575	2,551.00	3,500.00	locker and racquet rentals
48500 - Retail	2000	614.34	225	839.34	1,500.00	income from purchase of goggles, swimsuits, racquets, protein bars, water etc.
48600 - Pagosa Springs Porpoises Swim Revenue	4750	9818	20	9,838.00	8,500.00	income from registration and fundraisers
48700 - Swim Lesson Revenue	6500	8315	900	9,215.00	9,000.00	income from registration
	\$ 657,724.00	\$ 460,936.77	\$ 238,320.00	\$ 699,256.77	\$ 687,640.00	
	\$ 3,022,702.00	\$ 2,706,215.58	\$ 382,315.80	\$ 3,029,631.38	\$ 3,236,711.00	
Expense (Count: 172)						
10 - Admin Service Expense (Count: 40)						
50000 - Payroll-Admin	435206	272227.05	138560	410,787.05	417,289.00	Increase due to inflation and competition for staff & retainment -3%
50010 - Payroll-Overtime-Admin	500	423.17	100	523.17	500.00	
50020 - Payroll Taxes-Admin	39000	24450.44	11063.02	35,513.46	39,536.00	coincides with payroll
50100 - Health Insurance-Admin	72500	41864.5	22683.25	64,547.75	88,370.00	13% increase
50110 - Dental Insurance-Admin	4700	3266.92	1888	5,154.92	5,724.00	5% increase
50120 - Vision Insurance-Admin	700	397.37	206	603.37	581.00	6% decrease
50130 - Retirement-Admin	23500	15257.5	7096.13	22,353.63	23,100.00	401k Plan contributions
50140 - HRA-Health Reimbursement-Admin	21600	12000	5200	17,200.00	16,800.00	HRA donation
50150 - Insurance-Workers Comp-Admin	2000	1282.51	761.13	2,043.64	2,300.00	
50160 - Life Insurance-All	2600	1481.7	755	2,236.70	2,400.00	
50190 - Payroll-Paychex	13000	7606.48	2958	10,564.48	13,000.00	Fees to process payroll and fees for the 401k administration
50195 - Misc (Admin Cafeteria Plan)	1700	2633.4	792	3,425.40	2,400.00	HRA administration fees
50200 - Office Supplies	6700	1801.32	595	2,396.32	6,500.00	general supplies of pens, paper,binders, paper clips,batteries etc.
50250 - Software Expense	28500	26659.72	15225.85	41,885.57	42,000.00	license agreement for software use -Vantaca, HOAI
50251 - Office Equip Repair/Tech Help	14000	7860.66	4344.26	12,204.92	13,000.00	IT agreement for monthly services
50260 - Equipment Leases	3200	50.64	0	50.64	3,000.00	lease agreement for postage machine
50300 - Postage	13500	8343.69	2475	10,818.69	12,000.00	mail of invoices for dues assessments, business mail, violations, payables
50310 - Admin Copier	500	0	500	500.00	500.00	cost for copies in admin copier
50320 - Copies/Printing	500	0	500	500.00	500.00	cost to print posters, documents outside of normal copier capability
50400 - Dues & Fees	1500	1042.9	450	1,492.90	1,500.00	Professional membership fees
50410 - Education-Seminars	8500	3628.45	500	4,128.45	7,500.00	Required staff licenses, certifications, and required education credits
50420 - Subscriptions	400	183.59	0	183.59	400.00	newspaper and professional subscriptions
50500 - Gas/Mileage	300	0	0	-	300.00	personal vehicle use for bank runs
50700 - Board Meetings/Discretionary	1300	1505.62	750	2,255.62	1,200.00	food & refreshments for board meetings and Annual meeting
50710 - Online Elections	10000	20121.82	0	20,121.82	12,000.00	Cost for ballot on July owners meeting
50900 - Misc. & Contingency	1000	1231.75	0	1,231.75	1,000.00	
50950 - Advertisement	1200	786.75	200	986.75	1,100.00	costs associated with newspaper ads for employment, announcements, backgrounds etc.
51000 - Audit	28000	0	28000	28,000.00	28,000.00	Required expense each year to audit financials & submit taxes
51100 - Legal	50000	51537.36	24050	75,587.36	50,000.00	Costs to bring owners into compliance from violations -legal opinions & review
51101 - Legal - billed	-15000	-4818.22	-1500	(6,318.22)	(13,000.00)	
51200 - Legal-Collections	45000	6614.91	13876	20,490.91	40,000.00	Cost for collection of delinquent payments
51201 - Legal-Collections-billed	-35000	-10718.35	-2000	(12,718.35)	(20,000.00)	Delinquent account expenses charged back to owners
51500 - Property Taxes	2000	3110.82	0	3,110.82	3,200.00	Tax on PLPOA owned lots - number lots owned reduced
51510 - Income Tax	417	3207	24870	28,077.00	3,500.00	estimated tax on interest income
52000 - Insurance Deductibles	1000	0	0	-	1,000.00	deductible for insurance claim
52010 - Master Insurance	100995	209904.86	50780	260,684.86	238,000.00	Liability, D&O & inland marine
53000 - Bank Charges	300	-50.6	0	(50.60)	300.00	monthly bank fees
53010 - Credit Card Charges - Admin	4000	4802.64	0	4,802.64	6,000.00	fees for owners and guests using credit cards to pay for services
53020 - Returned Checks	100	0	0	-	100.00	fees charged by bank for returned checks
	\$ 889,918.00	\$ 719,698.37	\$ 355,678.64	\$ 1,075,377.01	\$ 1,051,600.00	
11 - Community Standards Expense (Count: 22)						

60000 - Payroll-DCS	346950	222043.13	123337.9	345,381.03	390,628.00	Increase - 3% -larger increase due to vacancies in current year.
60010 - Payroll-Overtime-DCS	2000	3455.79	800	4,255.79	2,000.00	necessary for emergencies, events / programs, finish projects
60020 - Payroll Taxes-DCS	31000	20277.39	10500	30,777.39	35,365.00	coincides with payroll
60100 - Health Insurance-DCS	64500	35746.27	18550	54,296.27	57,330.00	13% increase
60110 - Dental Insurance-DCS	5000	3317.55	1690.4	5,007.95	5,325.00	5% increase
60120 - Vision Insurance-DCS	650	417.79	213.6	631.39	602.00	6% decrease
60130 - Retirement-DCS	14000	6311.59	4940	11,251.59	19,230.00	401k Plan contributions
60140 - HRA-Health Reimbursement-DCS	19200	12600	6400	19,000.00	19,200.00	HRA donation
60150 - Insurance-Workers Comp-DCS	4500	2988.05	1580.71	4,568.76	5,000.00	
60200 - Office/Field Supplies/Expenses	4000	5783.37	1700	7,483.37	5,000.00	ipads, clipboards, door hangers, permit cards, paper for plans specs. etc.
60230 - Uniforms	500	1518.88	0	1,518.88	750.00	shirts for full-time staff
60310 - DCS Copier	6750	5508.88	2825	8,333.88	7,800.00	copy machine for all departments & plot scanner
60320 - Printing Decs & Maps	1000	139.86	0	139.86	500.00	print community information brochures, mailings, government documents
60410 - Professional Fees	500	744	0	744.00	750.00	professional certification costs
60430 - Training	1400	3865.58	100	3,965.58	1,500.00	classes to maintain certifications, education seminars
60500 - DCS Vehicle Gas	2700	1792.66	600	2,392.66	2,700.00	Gas for DCS manager and staff for permit inspections and property inspections
60530 - Vehicle Exp-Sport S 63	850	624.69	200	824.69	1,000.00	Maintenance on the vehicle
60540 - Vehicle Exp-Sport SL 29	850	496.6	200	696.60	1,000.00	Maintenance on the vehicle
60700 - ECC Expenses	900	267.14	500	767.14	800.00	Food & Refreshments for meetings
60900 - Contingency	500	278.29	100	378.29	500.00	
60910 - Capital Expenditures	1500	72.43	1400	1,472.43	1,500.00	computer upgrades
60930 - Community Enhancement	65000	34512.48	16000	50,512.48	65,000.00	Pine needle pick-up, spring & fall dumpster days, disposal fees
12 - Property & Environment Expense (Count: 49)	\$ 574,250.00	\$ 362,762.42	\$ 191,637.61	\$ 554,400.03	\$ 623,480.00	
61000 - Payroll-DPE	323875	210797.95	104751	315,548.95	329,513.00	Increase due to inflation and competition for staff & retainment - 3%
61010 - Payroll-Overtime-DPE	5000	1287.88	600	1,887.88	5,000.00	Staff hours due to snowplowing, events, projects, emergencies etc.
61020 - Payroll Taxes-DPE	31300	19037.57	8850	27,887.57	30,000.00	Coincides with payroll
61100 - Health Insurance-DPE	41000	26394.08	13161.28	39,555.36	46,531.00	13% increase
61110 - Dental Insurance-DPE	4245	2586.56	1230.03	3,816.59	4,074.00	5% increase
61120 - Vision Insurance-DPE	700	397.12	180.68	577.80	509.00	6% decrease
61130 - Retirement-DPE	18000	12129.71	4933.6	17,063.31	18,000.00	401k Plan contributions
61140 - HRA-Health Reimbursement-DPE	9600	6400	3200	9,600.00	9,600.00	HRA Donation
61150 - Insurance-Workers Comp-DPE	7500	5955.19	3832.19	9,787.38	10,000.00	
61200 - Office/Field Supplies	400	388.72	100	488.72	400.00	miscellaneous supplies for support of events and activities, posters, fliers etc.
61210 - Tools, Supplies Expense	8000	3617.41	1600	5,217.41	8,000.00	gloves, hand tools, small power tools, parts, per-station bags, garbage bags etc.
61220 - Janitorial Supplies	3500	1513.58	1650	3,163.58	3,000.00	supplies for buildings such as paper towels, toilet paper soap etc.
61230 - Uniforms	1500	696.55	800	1,496.55	1,500.00	shirts for full-time staff and Conservation Officers
61240 - Admin Office Cleaning	1700	621	0	621.00	1,700.00	floor, glass, carpet, counter, toilet, sink cleaners etc.
61350 - Enforcement/Signage	11755	2529.94	7000	9,529.94	10,000.00	Conservation Officers associated costs, fishing brochures, maps, permit printing
61351 - Roadside Cleanup/Adopt a Street	100	108.32	0	108.32	150.00	supplies for community clean-up
61352 - Signage	1750	124.83	1625.17	1,750.00	1,750.00	new signs that are needed to replace faded existing
61410 - Seminars/Training/CE	1500	51.89	1448.11	1,500.00	1,500.00	Pesticide / herbicide license, AFO license, certifications, lake mgmt. classes
61500 - Vehicle-Gas	15000	4449.36	4000	8,449.36	12,000.00	truck fuel for maintenance and plowing - increased fuel prices
61510 - Dept Auto #1/2011 Toyota P/U	1000	102.1	500	602.10	1,500.00	maintenance on the vehicle
61530 - Dept Auto #3/06 Ford	3000	328.31	1283	1,611.31	1,500.00	maintenance on the vehicle
61540 - Dept Auto #4/2013 Ford Truck	1500	1993.85	500	2,493.85	2,000.00	maintenance on the vehicle
61550 - Dept Auto #5/2018 Ford F-350	1500	502.33	100	602.33	1,500.00	maintenance on the vehicle
61560 - Dept Auto #6/20 Chevy Silverado	1500	489.65	500	989.65	1,500.00	maintenance on the vehicle
61570 - Dept Auto #7/2020 Chevy Colo P/U	1500	206.16	500	706.16	1,500.00	maintenance on the vehicle

	61580 - Kubota Tractor 201	500	247.6	250	497.60	500.00	maintenance on the tractor
	61590 - Kubota Tractor 2014	2500	659.51	1000	1,659.51	2,500.00	maintenance on the tractor
	61592 - Kubota Tractor 2022	2500	1138.08	1000	2,138.08	2,500.00	maintenance on the tractor
	61600 - Facilities Maintenance	8500	4223.5	1800	6,023.50	8,500.00	maintenance of buildings and equipment connected to building operations
	61601 - Equipment Maintenance	4500	493.49	2852	3,345.49	4,000.00	repairs / parts to maintain equipment
	61602 - Trailer Maintenance	1000	496.8	500	996.80	1,000.00	maintenance on trailer
	61603 - Boating Improvements	5000	569.63	2500	3,069.63	5,000.00	maintenance of boat docks, gravel boat ramps and parking areas
	61604 - Lakes Fisheries & Parks/Repair & Maint	9000	5859.5	1500	7,359.50	9,000.00	Dam maintenance, replace aerator pumps and compressors, fishing piers & docks
	61605 - Fence Maint & Construction	2000	37.91	2200	2,237.91	3,000.00	maintenance of National Forest Boundary fence
	61606 - Parks & Trails Expense	6000	6422.18	1277	7,699.18	6,000.00	maintenance of picnic tables, benches, trash cans, grass areas, trees
	61610 - Consulting	2500	0	0	-	2,500.00	Habitat and fish studies in all four lakes
	61611 - Engineering/Survey	3500	6293.5	0	6,293.50	3,500.00	Surveying & engineering for dams & planned projects
	61620 - Fire Mitigation	23000	177.79	11540	11,717.79	18,000.00	wood chipper maintenance and supplies
	61630 - Grass Seed/Fertilizer	8000	5667.94	0	5,667.94	8,000.00	for resale in office and use in common areas
	61631 - Insect, Disease & Noxious Weeds	2500	242.39	0	242.39	2,000.00	chemicals to spray weeds and trees
	61632 - Water Quality Testing	1000	130.65	756	886.65	1,000.00	Required water testing on all four lakes
	61633 - Weeds & Algae Control	27000	27982.81	519.91	28,502.72	27,000.00	Cost of chemicals to control vegetation in the lakes -warmer summers-more work
	61640 - Porta Potties	3000	1081.6	560.8	1,642.40	2,000.00	3 porta potties on lakes
	61642 - PO Cluster Boxes	6000	6000	0	6,000.00	6,000.00	Additional mailboxes for short notice to keep up with demand
	61645 - Pumping Services	1500	0	800	800.00	1,500.00	new line item for cleaning of new restroom buildings
	61800 - Kids Fishing Derby & Events	1000	457.98	0	457.98	1,000.00	2 kids fishing derby events - ice and summer
	61900 - Misc & Contingency	100	0	100	100.00	100.00	
	61910 - Common Area Improvements-Repairs-Equip	3500	0	3000	3,000.00	3,500.00	Necessary work / repair identified in common areas
	61960 - Stocking & Food Chain	119000	96310	35000	131,310.00	110,000.00	Stock fish in four lakes in spring and fall
		\$ 739,525.00	\$ 467,202.92	\$ 229,500.77	\$ 696,703.69	\$ 730,827.00	
13 - Community Lifestyle Expense (Count: 8)							
	62250 - Website-Front Steps	4000	3062.9	778.5	3,841.40	7,500.00	Site host for the website
	62320 - Newsletter Prep/Printing/Postage	32000	19509.45	12490.55	32,000.00	43,011.00	printing of newsletter, marketing plan items
	62800 - Community Activities & Events	23739	6826.9	12000	18,826.90	21,000.00	The expense to coordinate events and activities for the community
	62810 - Clubhouse Rental Expense	500	19.22	0	19.22	500.00	repairs of the facility from rental -charged back to deposit
	62820 - Facilities-Clubhouse	3500	3605.62	50	3,655.62	3,500.00	maintenance of clubhouse building - light bulbs, furnace filters paint etc.
	62830 - Clubhouse Cleaning Expense	1500	300	300	600.00	1,500.00	expense to clean up after rentals which is passed onto the renter
	62840 - Landscaping Clubhouse	750	0	200	200.00	800.00	landscape bed maintenance & flowers
	62940 - Community Garden	4000	2623.48	0	2,623.48	3,200.00	expense for supplies for community gardens from committee fundraising
		\$ 69,989.00	\$ 35,947.57	\$ 25,819.05	\$ 61,766.62	\$ 81,011.00	
14 - Recreation Amenities Expense (Count: 36)							
	63000 - Payroll-DRA	370500	230493.78	106029.7	336,523.48	371,117.00	Increase due to inflation,- competition for staff , retention - 3%
	63010 - Payroll-Overtime-DRA	750	448.51	100	548.51	750.00	overtime due to illness, emergencies
	63020 - Payroll Taxes-DRA	33500	20776.12	8771.53	29,547.65	33,516.00	Coincides with payroll
	63100 - Health Insurance-DRA	31500	15487.54	6499.4	21,986.94	21,311.00	13% increase
	63110 - Dental Insurance-DRA	3000	1611.77	647.8	2,259.57	2,041.00	5% increase
	63120 - Vision Insurance-DRA	600	393.29	173.12	566.41	488.00	6% decrease
	63130 - Retirement-DRA	12000	6399.94	2857.63	9,257.57	8,000.00	401k Plan contributions
	63140 - HRA-Health Reimbursement-DRA	9600	4600	1400	6,000.00	4,800.00	HRA Donation
	63150 - Insurance-Workers Comp-DRA	2500	2465.25	1485.89	3,951.14	4,500.00	
	63200 - Supplies-Building	11000	4045.14	3500	7,545.14	10,000.00	laundry soap, gym wipes, masks, floor sealing, light bulbs, sanitizer
	63210 - Supplies-Programs	9000	1327.3	3000	4,327.30	8,000.00	weight & cardiovascular machine parts, upholstery replacement, rec activity etc.
	63220 - Janitorial/Housekeeping	2000	1888.98	1200	3,088.98	3,000.00	cleaning supplies, equipment
	63230 - Uniforms	1000	0	750	750.00	1,000.00	shirts for staff

63250 - EZ Facility Software	7000	5126.72	2563.46	7,690.18	8,500.00	EZ Facility software for membership registration, daily admissions
63251 - Tech Help	1000	0	0	-	800.00	IT assistance for computers if problem arises
63255 - Credit Card Fees - Rec Center	19000	9227.07	5300	14,527.07	19,000.00	rec center purchases
63320 - Office Supplies/Printing	3000	1339.69	500	1,839.69	3,000.00	stationary, pens etc. key fobs, punch passes, brochures etc.
63400 - Dues/Subscriptions	500	623.45	1000	1,623.45	1,000.00	ASCAP and professional memberships
63410 - Seminars/Training	2200	483.55	250	733.55	2,200.00	CPO & CPR certifications, safety workshops, seminars
63500 - Business Mileage	250	0	100	100.00	250.00	personal vehicle use for bank runs
63600 - Maintenance Building	20000	6394.92	7000	13,394.92	20,000.00	Maintain HVAC, dehumidifier, fire system, building repairs etc.
63601 - Maintenance-Grounds & Parking	4000	1148.21	3520.84	4,669.05	4,000.00	parking lot maintance, ice melt, fertilizer, maint. on play equipment, volleyball etc.
63602 - Maintenance-Pool	22000	5519.11	5000	10,519.11	21,000.00	cost for pool chemicals, parts, supplies to operate both pools and spa
63800 - Pagosa Springs Porpoises Swim	4500	6972.19	0	6,972.19	6,300.00	Youth swim team, league fees, supplies etc.
63810 - Swim Lesson Expense	4750	3735	500	4,235.00	4,750.00	payments to swim instructors
63900 - Misc & Contingency	500	373.31	0	373.31	500.00	
63910 - Non Capital Equipment Replacement	5000	1215.94	3300	4,515.94	5,000.00	items such as aerobic mats, bosa balls resistance bands, lap swim supplies
63920 - Merchandise	1500	517.63	200	717.63	1,500.00	resale items such as swim suits, goggles, protein bars, water etc.
64010 - Utilities-Gas Rec	45100	23879.21	3080	26,959.21	49,610.00	Recreation Building - 10%
64020 - Utilities-Electric Rec	43400	30050.66	11832.76	41,883.42	47,740.00	Recreation Building - 10%
64030 - Utilities-Water Rec	8500	6961.21	3298.26	10,259.47	9,350.00	Recreation Building - 10%
64040 - Utilities-Waste Control Rec	2100	1322.88	662	1,984.88	2,310.00	10% increase
64050 - Irrigation Water Rec	1500	85.56	75	160.56	1,650.00	water irrigation for lawn and landscaping
64060 - Utilities-Alarm Rec	3500	1260.35	753.88	2,014.23	3,850.00	10% incease
64070 - Utilities-TV-Telephone Rec	3000	1865.95	800	2,665.95	3,300.00	10% increase
	\$ 689,250.00	\$ 398,040.23	\$ 186,151.27	\$ 584,191.50	\$ 684,133.00	
15 - Utilities Expense (Count: 17)						
70010 - Gas Admin	2600	1227.88	300	1,527.88	2,860.00	10% increase
70020 - Electric Admin	4720	2641.79	950	3,591.79	5,200.00	10% increase
70030 - Water Admin	3500	2469.42	2730.76	5,200.18	3,850.00	10% increse
70040 - Waste Control Admin	2400	1658.1	985.52	2,643.62	2,600.00	10% increse
71010 - Gas Shop	2500	1256.12	100	1,356.12	2,750.00	10% increse
71020 - Electric Shop	2200	830.43	200	1,030.43	2,420.00	10% increase
71030 - Water Shop	1100	668.62	345	1,013.62	1,210.00	10% increase
71040 - Waste Shop	2000	1032.24	560	1,592.24	2,200.00	10% increase
72010 - Gas Clubhouse	4500	2226.19	200	2,426.19	4,950.00	10% increase
72020 - Electric Clubhouse	2500	1125.8	500	1,625.80	2,750.00	10% increase
72030 - Water Clubhouse	3000	1545.76	540	2,085.76	3,300.00	10% increase
73000 - Cellular Phones	3750	3202.57	2723.12	5,925.69	7,370.00	includes DPE cell phones & DCS cell phones and new tablets + 10% increase
73010 - Telephone-All Depts Except Rec	5000	3241.27	2200	5,441.27	5,500.00	10% increase
74000 - Street Lights	2000	1081.12	450	1,531.12	2,200.00	10% increase
74010 - Water Other Assoc Lots	5000	646.67	324	970.67	3,000.00	
74020 - Aerator	8000	3942.31	100	4,042.31	8,000.00	No increase
74030 - Internet	5000	3060.03	2000	5,060.03	5,500.00	10% increase
	\$ 59,770.00	\$ 31,856.32	\$ 15,208.40	\$ 47,064.72	\$ 65,660.00	
Total Expenses	\$ 3,022,702.00	\$ 2,015,507.83	\$ 1,003,995.74	\$ 3,019,503.57	\$ 3,236,711.00	
Net Operating Income	\$ -	\$ 690,707.75	\$ (621,679.94)	\$ 10,127.81	\$ -	

2026 Capital Budget

GL Account		2026Budget	2025 Capital Plan Funding
Income (Count: 2)			
20 - Capital Improvement Income (Count: 2)			
90000 - Capital Improvement Income		329,427.00	329,427.00
91900 - Interest-Capital Fund		10,000.00	
		\$ 339,427.00	\$ 329,427.00
Expense (Count: 0)			
21 - Capital Improvement Expense (Count: 0)			
		0.00	
Net Capital		\$ 339,427.00	

2026 General Reserve Budget

GL Account	2026 Budget	2023 Reserve Study Update
Income (Count: 2)		
16 - Reserve Income (Count: 2)		
80000 - Reserve-Restricted	495,570.00	495,570.00
80100 - Interest-Reserve	4,647.00	4,697.00
	\$ 500,217.00	\$ 500,267.00
Expense (Count: 11)		
18 - Reserve Expense (Count: 11)		
Rec Center-Replace composite deck	\$29,765	\$29,765
Admin - Replace carpeting		\$20,200
Rec Pool - pumps, filters, mechanical equip	\$25,042	\$25,042
Lake Hatcher Dam Gate replacement		\$85,786
Sprayer System	\$10,136	\$10,136
National Forest fencing	\$11,753	\$11,753
Fire Mitigation	\$52,488	\$52,488
Mailbox Repairs	\$40,000	\$40,000
	\$ 169,184.00	\$ 275,170.00
Net General Reserve	\$ 331,033.00	\$ 225,097.00

2026 Trails Maintenance Reserve Budget

GL Account	2026 Budget	2022 Reserve Study Recommended
Income (Count: 2)		
17 - Trails Maintenance Income (Count: 2)		
81000 - Trails Maintenance Reserve	61,600.00	61,600.00
81100 - Interest-Trails Maint Reserves	1,380.00	
	\$ 62,980.00	\$ 61,600.00
Expense (Count: 3)		
19 - Trails Maintenance Expense (Count: 3)		
Crack repair, patch, seal coat - Lake Forest		\$20,306
Crack repair, patch, seal coat - Lake Forest		\$14,521
Repave Lake Forest Trail Section	103,000.00	
		\$34,827
Net Trails Reserve	\$ (40,020.00)	\$ 26,773.00

RE: Pagosa Lakes Property Owners Association 1019.0001

Dear Members of the Board,

Thank you for allowing Orten Cavanagh Holmes & Hunt to serve your association! Our firm's focus is to partner with you as trusted advisors, providing you sound legal support and solutions. We understand that all communities are unique and are ready to provide your Association with the personalized advice and services your community needs.

2026 Fees and Services

Attached are our 2026 Terms of Engagement and Services. These terms are effective January 1, 2026. Please review this document and let us know if you have any questions. The signature page of the Terms of Engagement is included for your reference. There is no need to sign it unless you wish to make changes to your service selections or update any billing information.

As required to be set forth by Colorado House Bill 2025-1090, we hereby advise you the total price of the services under our engagement may vary based on the hourly rates and the time required by the persons performing the services as set forth within our agreement, and any costs or other expenses that may be incurred.

Thank you for selecting Orten Cavanagh Holmes & Hunt, LLC (the “Law Firm”) to provide legal services as requested by the Association. Requests for services may be made by the Association’s manager or staff, the President, or a designated board member liaison. The following includes the Association’s terms of engagement of the Law Firm. Please note that this agreement becomes effective when the Law Firm receives a duly signed copy of the agreement, and that the Law Firm is not required to provide professional services until such receipt.

As required to be set forth by Colorado House Bill 2025-1090, we hereby advise you that the total price of services under this agreement may vary based on the hourly rates and the time required by the persons performing the services as set forth within this agreement, and any costs or other expenses that may be incurred.

TERMS

Representation of the Association - The Law Firm represents the Association. The Law Firm’s professional responsibilities, and those of its attorneys and paralegals, run to the Association. The Law Firm does not represent the board of directors, any individual board members or officers, the manager, the management company, or owners in the community unless expressly authorized by the Association and agreed to by the Law Firm.

Law Firm Responsibilities - The Law Firm will provide legal counsel and assistance on matters referred to us. We will rely upon information and guidance the Association provides. We will keep the Association reasonably informed of progress and developments and respond to its inquiries.

Association Responsibilities - In order to enable the Law Firm to provide legal services, the Association is to disclose fully and accurately all facts and keep our Law Firm apprised of all developments relating to matters referred. The Law Firm has the right to rely on ledgers, information, and documents provided by the Association or its agents. The Association is responsible for any damages incurred that result from providing inaccurate information or documents.

The Association is to cooperate fully and be available to attend meetings, conferences, hearings, and other proceedings on reasonable notice, and stay reasonably informed on all developments relating to matters referred.

Fees of the Law Firm

Hourly Rates - For services not covered by a specific flat fee, hourly rates apply. The hourly rates for the Law Firm’s professionals range from \$390 - \$480 for principals, \$310 - \$390 for associates, and \$225 for paralegals.

Retainer Program - The monthly fee for the retainer program is set forth on the Retainer Services sheet. Hourly rates are discounted by \$20 for attorneys and \$20 for paralegals. There is a 10% reduction on many flat fees for retainer clients. Please see the Retainer Services information for a full description of this program.

Assessment Collections - We offer most collections services on either a fixed fee or shared risk basis. Please see the Fixed Fee Assessment Collections sheet and the Shared Risk Assessment Collections sheet for the detailed description of collections services and fees.

Covenant and Rule Enforcement - Legal services to assist the Association in enforcing the covenants and rules are performed on an hourly basis. Typical services involve reviewing existing correspondence between the Association and the owner, sending a demand letter, discussing the matter with the owner, and pursuing legal action through the courts, if necessary.

Litigation - We represent the Association when it initiates a lawsuit to protect its rights, or when the Association is sued. Fees are billed on an hourly basis.

Document Amendments - We will provide an initial flat fee proposal for amending and restating a community’s declaration, articles of incorporation, and/or bylaws upon request. Limited amendments to any of these documents, or the review of draft amendments prepared by others, are performed on an hourly basis unless a flat fee is negotiated.

Governance Policies - Most associations are required to adopt nine governance policies and one policy on protecting personal identifying information of owners. We can prepare the required policies or review and update existing policies. Please contact the office for flat fees for preparing new policies or reviewing and updating existing policies. Other policies may be prepared on a flat or hourly fee basis, as requested, and as determined by the Law Firm.

Other Services - We are a full-service law firm for the legal needs of the Association. This includes many other services, including contract reviews and drafting, land use issues, and issues with neighbors. Fees for these services are on an hourly basis or a flat fee or other agreed to fee basis.

Costs - The Association authorizes the Law Firm to advance costs and expenses on its behalf, as the Law Firm deems advisable. These advanced costs will be billed to the Association monthly for reimbursement. Example expenses may include court costs, fees, service of process costs, title company costs, recording fees, or other expenses. Photocopy costs for litigation services or extraordinary projects will be billed at \$.15 per copy. Mailing costs for extraordinary projects will be billed per item.

Travel - Travel time is billed at ½ the hourly rate from the Law Firm's Denver or Colorado Springs office. In the event travel extends beyond the Denver metropolitan area and Colorado Springs, mileage is charged at IRS rates.

Credit Card or Other Payment Charges - If assessment collections are referred, the Association's general file is billed the merchant charges for the cost and convenience of accepting payments from owners by credit card, ACH, or otherwise. These fees are not chargeable to the accounts of owners.

File Transfers - The Association will be charged \$50 for case intake and transfers from other counsel.

Billing and Payment - Our fees are not contingent unless the Law Firm is engaged under an agreement providing for contingent payment. If the Law Firm has not received any comment about a statement within 30 days of its receipt, it assumes the Association found it acceptable.

Payment is due 30 days from the date of the statement. Services are billed based on hourly rates or specific fee agreements. Invoices for hourly services will show the time spent performing services billed in tenth-of-an-hour increments, with a minimum charge of one-tenth.

Interest, at the rate of 18% per annum, begins accruing after 60 days.

In the event the Law Firm files suit to recover unpaid legal fees, the prevailing party is entitled to its attorney's fees.

Attorney-Client Communication - Our communications and statements generally contain information protected by the attorney-client privilege. As the privilege could be deemed to have been waived if someone other than the Association, board members, officers, and any manager or management company sees the privileged material, we recommend that you keep all such communications and statements in a separate file marked "Attorney-Client Privileged Materials" and keep the file in a secure place.

Estimates of Fees for Services - From time to time, the Association may ask the Law Firm to make an estimate of the fees for completing all or part of a matter. Because it is often difficult to estimate how much time the matter will take to complete it, any estimate is not an assurance that we will be able to do the work for the estimated price. When an estimate is given, we will advise the Association when nearing the estimated price and will also advise if we become aware that the estimate may be exceeded. At that time, the Association may decide whether to terminate work on the matter, modify the referral, or proceed to completion with a different cost estimate.

Usage of Artificial Intelligence (AI) - The Law Firm is not currently utilizing artificial intelligence (AI) for legal drafting, research, or administrative tasks. The Firm reserves the right to employ any AI tools it deems necessary to assist in its work and any client work produced by AI will be reviewed by one of the Firm's attorneys.

Files at the Law Firm - The Law Firm maintains the Association's files in electronic format. The Association authorizes the Law Firm to digitize documentation received and destroy paper versions of any document if, at the discretion of the firm, they are no longer necessary to retain. The Law Firm will retain and will not destroy original documents specifically entrusted to us for continued retention as a part of our services.

The Association further agrees that the Law Firm may retain, destroy, or otherwise dispose of all or any portion of the files 10 years after services were provided on that matter without further notice, provided there are no pending or threatened legal proceedings known to the Law Firm's attorneys that relate to the matter, and its attorneys have not agreed to the contrary. If the Association desires to have the electronic file returned to it, please notify the Law Firm of this request within 90 days of execution of this agreement.

Upon request, once all Law Firm's fees and costs are paid, the Law Firm will transfer files to another law firm or return files to the Association.

No Guarantee - The Law Firm will perform professional services on the Association's behalf to the best of its ability but cannot make and have not made any guarantees regarding the outcome of the work. Any expressions by the Law Firm or its employees about the outcome are our best professional views only and are limited by our factual knowledge at the time they are expressed. For litigation matters, although the Law Firm may offer an opinion about a possible or probable amount, the Law Firm does not and cannot represent or guarantee any particular result, as litigation is inherently unpredictable.

Completion of Matter - After a particular matter is completed, the Law Firm does not (unless the Association specifically requests in writing that we do so) undertake to continue to review that matter and update the Association concerning legal developments, such as changes in applicable laws or regulations. If the Association does ask us to review a specific matter on which we have previously worked, we consider that to be a new representation. Thus, while we may, from time to time, call to your attention issues or legal developments that might be relevant, we are not undertaking to do so as a part of our representation.

Termination of the Law Firm - The Association's engagement of the Law Firm may be terminated at any time, by either party. Upon termination, all amounts due and owing and incurred in withdrawing from representation of the Association are to be paid upon receipt.

Retainer services are discounted and bundled services that help prevent and solve problems by encouraging a proactive approach to legal issues. Retainer services enhance communication between the Association, its management team, and the Law Firm. The monthly fee for retainer services is \$275.

Custom retainers are available. Please contact our office for customized retainer services.

Retainer Services Include:**Reduced Hourly Rates**

Hourly rates are reduced by \$20 per hour for attorneys and \$20 per hour for paralegals.

Reduced Flat Fees

10% discount on flat fees, excluding assessment collection services.

Telephone Calls/Emails

Routine calls with the Association's manager and/or president, a designated board member, or liaison are at no cost. Routine calls are generally brief calls to explain the Association's concerns and exchange information regarding potential legal issues or governance matters to receive professional guidance, ask questions, and understand potential options and any fees or costs if further research or legal work is recommended.

Examples may include guidance on Board governance, initial covenant enforcement intake, and information gathering for proposal requests, legal opinions, or other projects.

Routine calls generally exclude lawsuits, covenant enforcement disputes, and document amendment projects.

Emails, document review, and research are billed at the reduced hourly rates.

Audit Response Letter

If requested, the Law Firm will prepare the annual audit response letter.

Annual Review and Report of the Following (scheduled by the Law Firm)

- Corporate status as reflected in the Secretary of State's records
- Name and address of the registered agent and offices

The Association will be provided with a report from the Law Firm.

Board Meeting Attendance or Member Education

The Association may select one of the following options as a part of retainer services:

- **Board of Directors Meeting or Workshop Attendance**

Annually, we will attend a Board of Directors' meeting or workshop for up to two hours, as requested. Meetings or workshops in excess of two hours, including preparation, are billed at the reduced hourly rates.

- **Member Education**

We will attend an annual or special meeting of the members to present, at the beginning of the meeting, a 15 to 20-minute educational presentation. This presentation is one way for the Association to meet owner education requirement of CCIOA.

For communities outside of the Denver and Colorado Springs metropolitan areas, a conference call is provided in place of attendance. If the Board desires attendance in person at a meeting or workshop, travel time will be billed at ½ the hourly rate and includes mileage billed at the current IRS rate.

Annual Program and General Terms

The retainer program is billed monthly, in arrears.

The Association may terminate the retainer agreement at any time.

If the retainer is terminated before the expiration of the first 12 months, the Firm reserves the right to recalculate the billing on a non-retainer basis.

Revisions

Retainer services may be updated upon written notice.

Demand Letters and Notice of Assessment Lien

- Intake on Referrals – No Charge
- Review Title Report – \$50
- Notice of Assessment Lien – \$215
- Demand Letter – \$175
- Combined Demand Letter, Notice of Assessment Lien, and Ownership & Encumbrance Report – \$405
- Payment Plan – \$150 (Limited to term of 3 months)

County Court Lawsuits

- Lawsuit – \$490
- Settlement Stipulation:
 - Term 12 Months or Less – \$250
 - Term Over 12 Months – \$350
- Combination Settlement Stipulation & Lawsuit – \$600
- Interrogatories or Contempt Citation – \$190
- Wage Garnishment – \$300
- Bank Garnishment – \$300
- Issuance of Bench Warrant – \$190
- Notice of Bench Warrant – \$100
- Obtaining Transcript of Judgment – \$90
- Default Notice – \$85
- Appoint Military Counsel – \$210
- Entry of Default Judgment – \$180
- Contested Matters – Billed Hourly

Foreclosure of Association Lien

- Intent to Foreclose Letter – \$250
- Judicial Foreclosure Lawsuit & Lis Pendens – \$1,200
- Clerk's Default/Dismissal – \$95 per Defendant
- Settlement Stipulation to Suspend Foreclosure – \$350
- Stipulated Motion Regarding Lien Priority – \$270
- Final Judgment and Decree – \$850
- Sheriff's Sale Package – \$750
- Bid Letter – \$300
- Eviction Notice – \$150
- Eviction Lawsuit – \$460
- Deed Preparation – \$250
- Service by Publication – \$210
- Other Motions – Hourly
- Appearances – Hourly
- Cure Statement – \$250
- Court Ordered Case Status Report – \$150

Receiverships

- Receivership – \$500
- Court Ordered Case Status Report – \$150
- Monitor Receiver Compliance – Hourly

Public Trustee Foreclosures by First Lien Lenders

- Monitor Lender Foreclosure – Hourly
- Bank as New Owner Notice Letter – \$95
- Intent to Redeem – \$300
- Superlien Demand Letter – \$95

Owner Bankruptcies

- Transfer of Claim – \$200
- Review of Bankruptcy and Ongoing Monitoring – \$350
- Proof of Claim – \$290
- Objection – \$330
- Relief from Automatic Stay – \$520
- Dismissal – \$390
- Entry of Appearance – \$150
- Appearances – Hourly

Miscellaneous Collection Services

- Lien Payoff – \$175
- Pending Sale Payoff – \$260
- Revised Payoff Letter – \$150
- Debt Verification Letter – No Charge
- Credit Reports or Skip Trace – \$85
- Response to a Fair Debt Collection Practices Act Dispute or DORA Dispute – Hourly
- Ledger Rebuilding – Hourly
- Release of Notices of Liens Filed by Others – \$110
- Monthly Status Reports – No Charge for Online Access
- Lien Assignments – \$500

Authorized Waivers

The Association authorizes waiver of fines, interest, late fees, and other collection fees.

Collection Costs

Costs are borne by the Association.

Exclusions

Declarant and builder past due accounts are excluded and are handled on an hourly basis or as separately agreed.

Limited Power of Attorney

The Association grants a limited power of attorney to our Law Firm so that we may endorse and deposit checks received. A separate document may be required.

Prior Owner Collection Services

The Association may forward new accounts to the Law Firm for collection under our Prior Owner Collection Services. These accounts are handled on contingency. There are no fees to the Association for these services unless the Law Firm collects from the prior owner. The Law Firm fee is 50% of payments received after reimbursement of all costs.

The Law Firm offers collection services on contingency. Fees are billed to the Association when monies are collected. Accounts are handled on contingency, and the Law Firm shares the risk of collection with the Association. The shared risk fees are 30% of payments, excluding attorney's fees and costs. Costs are borne by the Association and are billed and payable monthly.

Monthly status reports are provided without charge. Customized status reports or additional reports are provided based on hourly rates.

Shared Risk Terms and Conditions

- The Law Firm determines how to collect accounts referred, including payment terms.
- All current owner accounts referred to the Law Firm must be under this option.
- The Association agrees to notify the Law Firm immediately if any fines are posted or payments are received on a referred collection account.
- The Association authorizes waiver of fines, interest, late fees, and other collection fees.
- All offers and inquiries from the account debtor are to be forwarded to the Law Firm.
- Attorney's fees, based on the Law Firm's Fixed Fee Assessment Collections schedule, are sought. These fees are due if collected from the owner (after all assessments and other sums due have been collected).
- Costs, shared risk fees, and attorney's fees are due whether the owner makes payment to the Law Firm, the Association, or the management company.
- The Law Firm forwards payments received to the Association and then bills for the Shared Risk Collection Services.
- Judicial foreclosure of Association liens, receiverships, owners with multiple properties, builder, and declarant accounts are excluded.

Termination

In the event fees due the Law Firm are not paid, the Law Firm may cease all further work and will be entitled to the compensation based on the Law Firm's fixed fee assessment collection services upon termination.

If terminated by the Association, the Law Firm will retain any accounts where payments may continue or where legal action has been filed until all sums due have been collected and received. Or, at the Association's request, the Law Firm will transfer the files upon payment of fees based on the Law Firm's Fixed Fee Assessment Collection services. The Law Firm will transfer accounts when all sums due it have been paid in full.

Limited Power of Attorney

The Association grants a limited power of attorney to the Law Firm so that it may endorse and deposit checks received. A separate document may be required.

Prior Owner Collection Services

The Association may forward new accounts to the Law Firm for collection under our Prior Owner Collection Services. These accounts are handled on contingency. There are no fees to the Association for these services unless the Law Firm collects from the prior owner. The Law Firm fee is 50% of payments received after reimbursement of all costs.

Shared Risk Billing

Attorney's fees are billed to the Association after the debt is completely collected, settled, or written off. Incurred costs (e.g., filing fees, service of process) are billed monthly; these charges are assessed to the owner.

If periodic owner payments are received, they are forwarded to the Association, and the 30% shared risk fee is billed to the Association. The shared risk fee cannot be assessed to the owner's account.

The Association's engagement is based on the enclosed Terms of Engagement. Terms and fees of the Law Firm may be updated upon written notice from the Law Firm.

The Association selects the following services: (check the appropriate boxes):

Retainer Options*

☐ Monthly Retainer

☐ No Monthly Retainer

Assessment Collection Options*

☐ Fixed Fee

☐ Shared Risk

*If no option is selected, the Association will be placed on No Monthly Retainer and Fixed Fee collections.

Electronic Delivery of Statements: Monthly statements are delivered to the Association electronically.

Billing email address: _____

☐ Check here to opt out of electronic delivery. If opted out, statements will be mailed to the billing address.

Billing Address	Mailing Address (if different)
Address, City, State and Zip Code	Address, City, State and Zip Code
Management Company (if applicable)	Association Manager (if applicable)

This Agreement is effective upon receipt by the Law Firm.

Agreed to and accepted on _____
Date

ASSOCIATION NAME

By: _____
Authorized Agent Title

How did the Association hear about us (select all that apply):

☐ Search Engine (Google, Yahoo, etc.) ☐ Social Media ☐ Referred by _____ ☐ Other: _____

LIST OF ALL CHANGES FROM CURRENT YEAR TO 2026**TERMS OF ENGAGEMENT**

PAGE 1	2026 Fee	2025 Fee	Notes
Addition of notice	N/A	N/A	Regarding CO House Bill - 2025-1090
Fees of the Law Firm			
Hourly Rate for Principals	\$390 - \$480	\$390- \$450	
Hourly Rate for Associates	\$310 - \$390	\$340 - \$390	
Hourly Rate for Paralegals	\$225	\$200	
Discounted hourly retainer for paralegals	\$20	\$10	

PAGES 2 & 3

No Changes

RETAINER SERVICES**PAGES 4 & 5**

Monthly Retainer Fee	\$275	\$250
Hourly Rate reduced for paralegals	\$20	\$10

FIXED FEE ASSESSMENT COLLECTION SERVICES**PAGE 6**

Notice of Assessment Lien	\$215	\$195
Demand Letter-Ownership & Encumbrance	\$405	\$380
County Court Lawsuit	\$490	\$460
Interrogatories or Contempt Citation	\$190	\$175
Issuance of Bench Warrant	\$190	\$170
Obtaining Transcript of Judgement	\$90	\$50
Appoint Military Counsel	\$210	\$170
Intent to Foreclose Letter	\$250	\$175
Settlement Stipulation to Suspend Foreclosure	\$350	\$300
Stipulated Motion Regarding Lien Priority	\$270	\$220
Final Judgement & Decree	\$850	\$750
Sheriff's Sale Package	\$750	\$700
Bid Letter	\$300	\$250
Service by Publication	\$210	\$180
Cure Statement	\$250	\$200
Court Ordered Case Status Report	\$150	\$130
Bank as New Owner Notice Letter	\$95	\$70
Intent to Redeem	\$300	\$250
Transfer of Claim	\$200	\$150
Review of Bankruptcy & Monitoring	\$350	\$300
Proof of Claim	\$290	\$230
Objection	\$330	\$230
Relief from Automatic Stay	\$520	\$420
Dismissal	\$390	\$320
Lien Payoff	\$175	\$130
Revised Payoff Letter	\$150	\$100
Credit Reports & Skip Trace	\$85	\$75
Release of Notices of Liens Filed by Others	\$110	\$80

SHARED RISK ASSESSMENT COLLECTION SERVICES**PAGE 7**

No Changes

From: [Janice Bell](#)
To: [Jen Pitcher](#)
Subject: Dues
Date: Monday, November 24, 2025 4:12:42 PM

As a member of the PLPOA and short term rental owner I am interested in knowing why we continue to pay 3 times the amount more than a regular owner. To this day I don't think I have had one tenant to use the facility. It is not something that is really put out there in my home. So therefore, it is not to cover extra services for my tenants and or time they may use of an employee. I myself have never stepped foot in rec center. I think my son might have gotten a fishing license there before, but that is it. I think this is very unfair to target one set of people when other people that live there full time are the ones who use the facility the most. The full time residence are the ones using the rec center for the different services you offer. I don't mind paying my share fee, but triple is not my fair share fee. If we have to pay triple that will be over \$1000. Really do you think that is fair? I would like to know where these funds from the STR are used. People think STR are making all this money when in reality they are not. Taxes, Insurance and everything else has gone up. We are just trying to offset some of our expenses from when we are not there. It seems if people are are using the rec center as a visitor they could pay an extra fee. I'm sure there is a fair way to off set this enormous fee you are charging us. I would like to know how you came up with triple charge? Where is that money being spent? What do I get, that normal residents doesn't get, that pay less per year? Things are getting much tighter than previous years so I am now wondering about these charges. If someone could please follow up with a reply to my questions it would greatly appreciated.

I would ask that you think about these charges, and would greatly appreciate it if they could be reduced to a reasonable amount.

Sincerely,
Janice Bell
Sent from my iPad

From: KATHY HANSON <kathy.hanson@comcast.net>

Sent: Monday, December 8, 2025 10:27 AM

To: Jen Pitcher <jenp@plpoa.com>

Subject: STR Dues

Hello,

I accidentally sent a rough draft of my letter to you. Please simply delete it. I have attached the intended letter. I understand that my concerns cannot be addressed at the upcoming meeting, but I want to give you adequate time to give this your consideration before it may be on a future agenda.

Kathy

December 6, 2025

Dear Members of the PLPOA Board of Directors,

I'm writing to ask that the board request current information from administrative staff which supports the Resolution requiring STR-permitted PLOA members pay dues in an amount that differs from other members. No review of discussions prior to the passing of Resolution 2021-15 is needed.

1. What current data supports STR owners paying triple the amount paid by others?

Based on anecdotal complaints, the board's historic belief was that STR guests caused excessive wear and tear on the Rec Center and trails, guests are a nuisance, and their conflicts with PLPOA caused extraordinary legal expenses. To the best of my knowledge, actual expenses incurred were not tracked or reported. This, of course, presents a challenge to the evaluation of the cost/benefit of PLPOA's approach to solving problems, as well as determination of an equitable charge to members.

An administrative review of STR guests' use of PLPOA's amenities will show that in 2025, on average, less than one guest per STR owner checked-in at the Recreation Center (388 sign-ins from 1/1-10/31). You may also find that STR guests represent a small percentage of the total number of full-time owners and Wyndham guests who purchase fishing and boating passes. Trail use isn't tracked, but it's fair to say that PLPOA's trails are not a tourist destination. Neither we nor our guests are asking for more trails or anything else.

Historically, complaints were tracked and categorized by the rule violated and the type of person violating the rule, e.g. owner/guests, timeshare, STR guest. Please share the annual report of violations by STR guests for 2025. If the type of guest is no longer tracked, this number could be estimated, as only some categories of rule violations are likely to have been made by a tourist. What percentage of an FTE is required for managing STR guest violations? What is the cost (percentage of salary)?

STR owners contributed--in addition to the single dues amount-- \$225k in 2023, \$273K in 2024, and \$270K was projected for 2025, totaling about \$768,000. If Plan B of the 2026 budget is approved, we will contribute an additional \$303,750 to the General Fund.

I think an annual review of actual expenses incurred on our behalf is reasonable, if you plan to continue charging us more than an *equitable* share of the common expenses.

-1-

2) Please explain the basis for continued use of the Wyndham model for establishing the amount STR-permitted members should pay. The PLPOA board decided to charge us the same fee as negotiated in their Wyndham contract. Both Wyndham and STR owners *provide lodging* for Pagosa's tourism industry, but that is the only common denominator. The differences are very clear.

- **Wyndham** operates over 9,000 hotels in 95+ countries under 25 brands.
- It's the largest hotel franchise company in the world.
- It runs on franchising and timeshare ownership.
- Their owners have perks and membership benefits and can use points through RCI worldwide.
- They operate under statewide hotel and timeshare regulations and are classified as public accommodations or vacation ownership developments.
- Wyndham manages property upkeep, bookings and amenities. There are no landlord responsibilities.
- Wyndham and PLPOA have negotiated a mutually agreeable contract.

- **STR owners** are people with local accountability to their individual HOAs, PLPOA, and Archuleta County, each with rules and enforcement policies for owners.
- The majority of STR owners in PLPOA are individuals, not corporations.
- PLPOA has no contract with individuals or groups of STR owners. Nothing in our governing documents provides for contracting with either individuals or groups of individuals. As a group or committee representing a group, we are not allowed to meet

with the board because we have “no standing as a group.” We may be assessed higher dues as a group, however.

- Properties are considered residential dwellings, not commercial lodging facilities. Compliance with the *2015 International Lodging Code* is required by Archuleta County, however, in addition to current building code compliance, regardless of the age of our properties.
- Owners must apply for County permits and permit renewals and pay a non-refundable \$700 fee annually prior to inspection.
- The interior and exterior of our properties are inspected annually and if inspections are failed, the problems must be quickly resolved before a permit is issued or renewed. Additional conditions may be included in the Inspection Report.

Charging us the same amount as Wyndham was simple but unreasonable.

-2-

Not all board members may have had reason to become familiar with the County's STR permit requirements. To obtain a permit or renew a permit, owners must provide documentation and written certification to verify the following criteria:

- Whether or not the property is owner-occupied
- Number of enclosed bedrooms & sq. footage to determine maximum occupancy and the number of people allowed to sleep in each bedroom. No configuration changes are allowed without prior approval.
- Smoke and CO detectors in every bedroom or sleeping space, all levels
- The type of handrails and guardrails we must install if codes have changed since construction
- Fire extinguishers are in place.
- Two means of escape from second or higher floors are provided.
- Adequate parking spaces for all guest vehicles
- Written letters to neighbors (named by the County) stating intention to have an STR and proof of mailing
- Documentation that guests were given all rules for the HOA, PLPOA, Archuleta County and our home, in advance of occupancy
- A posted list of emergency service contacts, property management contacts, property address, including disclaimers re rural services
- Hiring an emergency contact who must respond to the property within 30 minutes of a County request, 24/7

- Advertisements & photos match approved occupancy and can't be changed without prior approval.
- Proof of ownership of property
- Proof that property taxes are paid
- Proof that sales, state and county lodging taxes are collected and submitted
- Proof of appropriate water/sewer management and who pays for it
- Proof that HOA has been notified of intent to rent ST
- Proof that PLPOA has been notified of intent to rent ST

3. Why does PLPOA need to expend resources on *anything* other than enforcement of PLPOA rules that differ from individual HOA rules or County rules and not enforceable by owners, their HOAs or County compliance officers? If an ongoing need for enforcing the rule violations of STR guests is determined, what is the expense and can it be a line item on the budget?

-3-

In the previous board's response to STR-permitted owners, in addition to saying we had "no standing" as a group, they said:

"...the Declarations explicitly permit the assessment structure detailed in the Resolution and place no burden on the Association or the Board to provide anything more than is explicitly stated in the Declarations; which is that owners holding a Vacation Rental Permit enjoy a benefit different from other owners."

Of course, that is not stated in the Declarations. For your convenience, I'm including the sections relevant to this discussion.

*Declarations. SECTION 4. (b) The Association will adopt a budget at the beginning of each fiscal year and will set assessments for the year sufficient to fund its budgeted operations. The Association will then set the level of assessment for each lot in a manner which **equitably** shares the expenses of the Association's operations based on the benefit each lot derives **from** the Association, its size, value and other pertinent factors determined by the Association. Lots determined by the Association to be compatible will be assessed equally.*

*SECTION 2. Formulation of Assessment - The amount of annual assessment shall be reached by dividing the amount of expenditures in the approved budget, less funds from other sources, **by the number of Lots** as modified by Article III, Section 4, Paragraph (c), excluding those owned by the Declarant. The Board, when formulating the budget, shall*

estimate the amount necessary to provide an adequate reserve fund for maintenance, repairs, replacement and improvement of Association property, and such amount shall be payable as part of the regular annual dues assessment.

Yes, you can charge different owners higher dues when the differences are based on legitimate, legally permitted factors such as unit size, amenities, or provisions in the governing documents, not arbitrary or discriminatory reasons.

The “other pertinent factor” could only be potential income. If so, then any owner with potential income from their lot is receiving the same “benefit” and should be subject to a Resolution devised to alter assessment formulation. The income of those designated as Hotel/Motel, Timeshare, or Commercial, and the income of those with long-term rentals or in-home businesses, however, were excepted. If income is the pertinent factor, making only *our* income the business of the PLPOA is an unprincipled action.

-4-

When and if the board’s attorney deemed the Resolution legal, she supported taking great latitude in the definition of terms in the Declarations. A different attorney may have cautioned against sub-grouping and charging one group of owners differently in the absence of explicit financial justification. Had anyone felt it prudent to sue one’s own POA, the actual language in the Declaration could’ve prevailed over a Resolution requiring no owner vote. But that did not occur, as most people understand the folly of suing one’s own association. I suspect that factored into her legal opinion, as well.

When the previous board denied our request for a hearing, they suggested individual meetings vs. a meeting with a committee representing STR owners. We didn’t think that was a particularly efficient use of the board’s time, nor was one person comfortable representing the entire group.

Consequently, I ask that this Resolution be placed on the February meeting agenda. For a fact-based, productive discussion, I ask that the board and owners be given: 1) violation reports, 2) staff FTE costs, 3) unreimbursed legal expenses specific to STR guests and owners, and 4) an itemized list of services rendered to us, distinct from those rendered to others, along with the cost of those services in 2025. If those expenses approximate the STR owners’ projected revenue contributions, the charge may be reasonable. If not, consideration of rescinding the Resolution is appropriate.

Thank you for your time. Please let me know when this is on the agenda and I will do my best to attend the meeting in person. I trust you have the 2021 correspondence regarding this matter on file for board members' review, but if not, let me know and I will forward it to the board.

Kathy Hanson
578 Lakeside Drive, A3
Pagosa Springs, CO
651-253-9448