

Plaza at Aspen Village

Property Owners Association

P.O. Box 2832

Pagosa Springs, CO 81147

Board of Directors Meeting

August 18, 2021

1. The meeting, held via Zoom online conferencing, was called to order at 4:04pm by Eric Hittle. Present were Eric Hittle, John Ranson, Jason Peterson.

2. Owner Open Forum – John noted receipt of a letter from Visionary Broadband renewing the lease for the antennae on top of the Sears building being used for customers outside of the PAV. There was discussion about obtaining better services and compensation from Visionary.

3. Minutes – A motion to approve the minutes of the July 29, 2021 Board meeting as corrected was made by John Ranson, seconded by Jason Peterson, and approved by a vote of John-Yes, Jason-Yes, Eric-Yes. (Correct name to Bryan Looper; remove Jason as voter on minutes; correct name Smith to Hittle.)

4. John received account balances as of August 13 from TBK Bank and he updated projected figures. Cash flow is positive by about \$2,200 a month. He spoke with the branch manager who was helpful getting the account records updated with current PAV POA officer names. New signature cards must be completed. John will assist Jason in getting set up. A description of power document is needed showing each signer and the authorized duties of each officer. The decision about changing to Bank of Colorado may be considered in the future.

- 5a. Outside AC Condensers – The responsibility for maintenance by owners/tenants must be determined. John will look at the language and general repair costs and write up a draft policy to present at a future meeting. Eric explained that major projects (siding and parking lot) were primarily finished. A quote was received to address protecting the outside condensers and gas meters from ice damage.
- 5b. Other Maintenance – The issue of any outstanding critical maintenance left for 2021 was discussed. Roof leaks are still being investigated. Mike Kraetsch will be contacted.

- 6a. Lawn Mowing – John recognized that Eric's son had done the bulk of the mowing and suggested he be compensated if interested in continuing to do it in the future. Echo IT paid him directly for the last mowing.
- 6b. Janitorial Services – The POA should hire a cleaner for the restrooms in Building A, the downstairs restrooms in Building B, and mopping the hallway of the common area. Inquiries will be made into sources; quotes are needed for next year's budget. A backdoor key may need to be given to the janitor during the winter as access is difficult due to mud/ice.
- 6c. Bryan Looper had offered to put pavers down in the back entry area for which the PAV could reimburse him; this would be beneficial to address the mud issue and less costly than a full sidewalk. This area should be included as part of regular snow removal costs.

7. Wilson, Rea, Beckel – Kalei has been notified of the new slate of officers. John will get her contact details to Jason.

8. Urgent Payment Guidelines – A motion to require two signatures for any expense check over \$5,000 was made by Jason Peterson, seconded by John Ranson, and approved by a vote of Jason-Yes, John-Yes, Eric-Yes. Discussion: Because the board will continue to communicate and work together, it may not be necessary to create a policy for approvals to make urgent payments that are needed for necessary and immediate fixes to the facility (Ex...water or gas leaks).

9. Parking Lot – John indicated that a few patches, especially on one edge, still need to be made on the parking lot. Strohecker Asphalt is coming back next week to fix those areas and then to stripe the lot. Although handicap parking slots will remain the same, it may be necessary to resize other parking slots which may involve losing two or three existing spaces. Strohecker’s assessment was that if no maintenance of the lot had been done there would be problems, but if regular three-year maintenance (seal coat and restriping) is done the lot could last fifteen years before a major redo is necessary.

10. Dumpster – Eric observed a vehicle leaving a truck door at the dumpster one night by a person known to be at the restaurant before; they have since picked it up. He noted that the restaurant accounts for about 75% of waste disposed of and there were continued issues of overfilling the dumpster. He called Lynn suggesting they rent their own dumpster. It would cost them about \$145 month for a single weekly pick-up (if they continue with At Your Disposal), but they wouldn’t then be charged the \$85 surcharge from the POA (charge to be removed in September). In 2022 a bumper should be put in front of the dumpster to keep it from being pushed back into the mud/dirt.

11. Next Meeting – The next regular Board meeting will be Wednesday, September 15th at 4:00pm.

12. A motion to adjourn the meeting at 5:01 pm was made by John Ranson, seconded by Eric Hittle.

Sharon Jennings
Recording Secretary
for Plaza at Aspen Village POA

Minutes approved September 22, 2021 as recorded.