

**Plaza at Aspen Village Property Owners Association
Annual Members Meeting and Board of Director's Meeting
November 16, 2022**

The meeting, held via Zoom online, was called to order at 4:08pm by president, Eric Hittle. Board members present: John Ranson, Eric Hittle, Jason Peterson. There were no public comments.

A motion to approve the minutes of the October 19, 2022 meeting as written was made by John Ranson, seconded by Jason Peterson, and approved by a vote of John-Yes, Jason-Yes, Eric-Yes.

Financial Reports:

Jason and John created a draft budget for 2023 which will be reviewed under Old Business.

An \$8,000 deposit for Parking Lot maintenance should be made in 2022 to guarantee the PAV's spot on their work schedule.

Jason reported there were no major issues with past due receivables.

A motion to approve the reports as presented was made by Eric Hittle, seconded by John Ranson, and approved by a vote of Eric-Yes, John-Yes, Jason-Yes.

New Business:

Board Nominations and Election – A motion to nominate Drew Mackey to the Board was made by Jason Peterson. There were no further nominations from the floor. Drew Mackey has accepted the nomination. A motion to elect Drew Mackey of Mackey Insurance to the Board to serve as Secretary was made by Jason Peterson, seconded by John Ranson, and approved by vote of Jason-Yes, John-Yes, Eric-Yes. Mr. Mackey is unable to attend Board meetings on Wednesday evenings.

2023 Budget Worksheet- Jason shared the proposed budget on screen. Proposed income and expenses were reviewed. Several changes were discussed and some changes suggested:

POA Assessment (dues) changed from \$41,000 to \$44,000

P.A.W.S.D. Surcharge: \$960

Visionary Rental: \$4,200

Owner Contribution to Reserves changed from \$8,000 to \$10,000 for Capital projects

Parking Lot Expenses will be from \$12,000-\$14,000. Building Repair Expenses changed to \$5,000

Snow Removal: \$10,500

Building Insurance: \$8,000

Janitorial: \$4,800

License/Permit: \$50

Postage/Delivery: \$100

Accounting and the Recording Secretary: \$1,000

An email will be sent to all owners about the budget calling attention to the need to increase the Contribution to Reserves. An additional \$10,000 per year added to the Reserves over a ten-year period will be \$100,00 but still may not fully cover roof replacement. A comparison will be run to determine if raising Contributions to \$12,000 per year is advisable. This will reduce the chance of requiring a "cash call" in the future. The Board's consensus is to bank reserves for future Capital Expenditures. Currently, the major expenses are for the parking lot and roof. Before sending an email to the owners, Jason and John tentatively plan to meet November 29th to review individual owner dues allotments based on the square footage of their space. Actual dues paid in 2022 was near \$47,000. An increase in dues is doable if it is only about 1%.

2023 Budget Approval-The budget approval will be moved to the December meeting.

Lighting-Eric suggested putting timers on outdoor lighting to come on at 5:00pm and off about 6:00am and leave them scheduled until March or April.

Pagosa Area Water-A new hydrant had to be installed by PAWSD after a line snapped about four feet below the surface. The hole was backfilled with dirt. Eric will purchase grass seed to reseed the bare area and cover with straw before the snow.

Old Business:

Parking Lot – Strohecker Asphalt completed the striping of the parking lot.

Landscaping-StaceyScapes will be called again and asked for a proposal. It was agreed Xeriscaping was the best approach. A suggestion was made to check out the work done in front of Voormi Clothing downtown for possible ideas. The goal is to have the area kept as a nice-looking office park within the next couple of years.

Last Snow Issues-John checked with ABBA Eye Care and Mackey Insurance who both noted no issues with the last snow. John pulled snow off the lower portion of the roof edges as previously discussed. He is still working with San Gingrich to come out and give input on roof issues. Wider flashing in the valleys will allow snow to come off easier.

Condenser Covers-Eric said he would arrange with Tad to put the OSB back on the A/C units in late November or in December. He will have a couple more covers constructed to go by Alpen Haus.

Sears Building-Eric reported that the sale to the Archuleta Seniors did not go through as they didn't get the grant funding. Per Yvonne Giesen it will go back on the market for sale or lease. It is possible that the warehouse/stockroom could be offered separately from the main showroom. Eric had estimated the dimensions of the two sections of the building ; John will see if he has the actual sizes for assessment purposes.

December Agenda-John will prepare and send out his final agenda to include: 1) Final vote on the 2023 Budget, 2) Review of 2023 Dues invoices, 3) New Board Member/Secretary effective January 1, 2023.

The next meeting is scheduled for Tuesday, December 20th at 4:00pm and will be in a Hybrid format with in-person attendance at the Plaza and online attendance via Zoom. The day and time may change in 2023 depending on the needs of all Board members.

The meeting was adjourned at 5:05pm.

Sharon Jennings/Recording Secretary