



Lawson Hill Propertyowners' Company
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BOARD OF DIRECTORS MEETING MINUTES

Tuesday, November 11th, 2025 @
8:30AM Ellison MacIntire Offices at
Lawson Hill

ROLL CALL & DETERMINATION OF QUORUM:

Board Members Present: Laura Ellison (President), Kathrine Warren (Secretary), Dean Bubolo (Treasurer), Heather Chase and Jennifer Birrittella (Alternate), constituting a quorum.

Board Members Not Present: Alex Martin (Vice President)

Staff: Amanda Wood (AHP) and Anneliese Riebel (AHP)

Others Present: Dan Witkowski, Owner and Facilities Manager of Full Circle HOA Management and Dr. Lauren Czaplicki with Fungal Solutions–Wildfire Ltd.

1.) Roll Call & Call Meeting to Order:

The meeting was called to order by President, Laura Ellison, at 8:28 am

2.) Review & Approval of the Draft Minutes from the last BOD Meeting on October 14th, 2025:

There was a motion by Kathrine Warren to approve October 14th, 2025. The motion was seconded by Heather Chase, and the motion was passed unanimously.

3.) Approval and signing of Agency Letter to the San Miguel County Planning Department in support of Substantial Amendment to Matrix for a request to increase the Footprint Square footage in relation to parking and deck for White, Lot 314-13, Elk Meadows, TBD Society Drive:

Dean Bubolo made a motion to re-approve the amendment to the Lawson Hill Matrix increasing the maximum allowable footprint for Lot 314-13 to 1,000 square feet, and to amend the previously issued Agency Letter to San Miguel County dated June 10, 2025, per the recommendation of the Lawson Hill Property Owners' Company Design Review Committee, to include approval for an additional 200 square feet of deck overhang beyond the 100 square feet currently permitted. Heather Chase seconded the motion, and the motion passed unanimously.

4.) Presentation by Dr. Lauren Czaplicki (Fungal Solutions–Wildfire Ltd.) on Proposed

Erosion Control Approach: Dr. Lauren Czaplicki presented a proposal for installing BioBerms, biodegradable burlap bundles filled with fungi, wood chips, and native plants, to stabilize the Lawson Hill landslide area. The system is designed to slow and redirect runoff, trap sediment, and rebuild organic soil, helping reduce ongoing erosion. The BioBerms also support fire-mitigation efforts by converting thinned woody fuels into soil-building material, lowering fuel loads, and improving long-term moisture retention and vegetation recovery. The proposed treatment addresses both gully erosion and the upper plateau area

5.) New Business:

- A. **Manager Update:** Manager Update: AHP reported continued progress on the document digitization project, which is expected to be completed by January 1st. The board discussed next steps for the physical documents, and there was consensus to offer property owners the hard copies of their house plans and any related materials once digitization is finalized. Additionally, the board reviewed the current status of Lot H/I, including an update on the number of available parking spaces.

B. Neighborhood Commercial Rezoning: The Board discussed pursuing neighborhood commercial zoning for portions of Lawson Hill, based on existing Master Plan language, to allow limited local services and help reduce pressure on Telluride's Main Street.

Dean Bubolo made a motion to send a letter to the Town of Telluride requesting that they re-engage the discussion of neighborhood commercial zoning for Lawson Hill. Heather Chase seconded the motion, and the motion passed.

6.) Old Business:

- A. Review Fire Mitigation Bids:** The Board reviewed two wildfire-mitigation bids and is tentatively favoring the lower-cost proposal from Summit Forest (approximately \$50,000) due to its lighter impact on erosion, faster projected completion timeline, and more flexible payment terms. Approximately \$9,000 in grant funding is available to offset project costs, and this work will be incorporated into the community's 2026 fire-mitigation plan. A final decision will be made at the next Board meeting, allowing additional time for an expert to review and compare both proposals.
- B. 2nd Review of 2026 Draft Budget:** The Board conducted a second review of the 2026 Budget and requested an additional adjustment. AHP will incorporate this final adjustment and provide an updated draft at the next Board of Directors meeting for further consideration.
- C. Update Ongoing New Management Search:** The search for new management for LHPOC is ongoing. A revised and more comprehensive job description has been completed to better reflect the full scope of responsibilities and expectations for the role. This description will be given to both individuals and management companies that have expressed preliminary interest, as well as any additional qualified prospects identified through outreach efforts. The Board's goal is to obtain a strong pool of proposals for review and move toward selecting a new management provider that can meet the community's operational, administrative, and long-term needs.
- D. Wells Update:** McCracken Drilling has inspected the well site but has not yet confirmed rig access or provided a final proposal. The Board is awaiting additional information on whether the existing well can be flushed or rehabilitated, and will revisit long-term water-supply options once the final proposal is received.

7.) Executive Session: There was a motion by Kathrine Warren to enter executive session at 10:36 am. The motion was seconded by Jennifer Birrittella, and the motion was carried out unanimously. Executive session was concluded at 10:56am.

8.) Next Meeting & Meeting Adjournment:

The next Board of Directors meeting will be held on Tuesday, December 9th, 2025, at 8:30am at the Ellison MacIntire offices at Lawson Hill.