



551 Hot Springs Blvd
Pagosa Spring, CO 81147

AGENDA
Dark Sky Steering Committee Meeting
May 4, 2026 @ 5:00 PM

REMOTE PARTICIPATION

Join Zoom Meeting By Computer - <https://us06web.zoom.us/j/88260715384>
Dial by Phone - 1-719-359-4580 US - Meeting ID: 882 6071 5384

A Zoom link is made available. The Town cannot guarantee internet service or online broadcasting. Remote participation is at the risk of attendees. The meeting will continue in person regardless of the broadcast capability.

- I. CALL MEETING TO ORDER**

- II. ROLL CALL**

- III. PUBLIC COMMENT**

- IV. ANNOUNCEMENTS**

- V. CONSENT AGENDA**
 - 1. Approval of the 3/30/2026 Meeting Minutes**

- VI. NEW BUSINESS**
 - 1. Sky Brightness Measurement Devices**
 - 2. Town of Pagosa Springs Properties**
 - 3. Lighting Inventory**
 - 4. Committee Name**
 - 5. MyPagosa Page Review**

- VII. UNFINISHED BUSINESS**

- VIII. REPORTS AND COMMENTS**

- IX. ADJOURNMENT**



AGENDA BRIEF

MEETING: Dark Sky Steering Committee - 5/4/2026

FROM: Katelyn Tunnell

PROJECT: Approval of the 3/30/2026 Meeting Minutes

ACTION: Discussion and Action

PURPOSE/BACKGROUND:

Approval of the March 30, 2026 Dark Sky Steering Committee meeting minutes.

ATTACHMENTS:

None

RECOMMENDATIONS:

1. Motion to approve the March 30, 2026 Dark Sky Steering Committee meeting minutes.
2. Motion to deny approval of the March 30, 2026 Dark Sky Steering Committee meeting minutes.
3. Motion to provide direction to staff regarding revisions to the March 30, 2026 meeting minutes.



Town Hall 551 Hot Springs Blvd
Pagosa Spring, CO 81147

MINUTES
Dark Sky Steering Committee Meeting
March 30, 2026 @ 5:00 PM

A regular meeting of the Planning Commission was called to order on March 30, 2026 at 5:00 PM in the Town Hall 551 Hot Springs Blvd.

**COMMISSIONERS
PRESENT:**

Member Crawford, Member Hasenbuhler, Member Laterza, Member McCracken, Member Pitcher

**COMMISSIONERS
ABSENT:**

I. CALL MEETING TO ORDER

5:02 p.m.

II. ROLL CALL

III. PUBLIC COMMENT

None.

IV. ANNOUNCEMENTS

Manager O'Dell announced that another application has been received for an alternate member and that he will bring forward an appointment at the next Town Council meeting. Chair Hasenbuhler noted that he has received several letters of support from other entities for the Dark Sky Certification. Member Laterza asked if there is a minimum number of letters required, and Chair Hasenbuhler responded that there is not, but noted that the board should aim to gather as many as possible.

V. CONSENT AGENDA

1. Approval of March 16, 2026 Meeting Minutes

Member Laterza moved to approve the March 16, 2026 Dark Sky Steering Committee

meeting minutes. Member McCracken seconded.

VI. NEW BUSINESS

1. Budget Review

Manager O'Dell presented the staff report. Chair Hasenbuhler asked if "Board Expenses" would be the appropriate line item for the monitoring devices. Member Laterza noted that a narrow lens handheld device would likely be more appropriate than a side or wide lens, since the focus is within Town limits. She also mentioned that continuous monitoring sky meters are available out of Canada for around \$550 with a solar panel. Member Crawford added that there are battery powered options as well. Manager O'Dell said staff can put together a breakdown of the different meter options and bring that back at the next meeting. Chair Hasenbuhler asked if multiple readings from different locations would be needed and noted that it could become cost prohibitive. Member Crawford said that stationary units provide better data since they collect readings continuously. Member Laterza added that some handheld devices are manual and would require someone to go out at night to take readings. Chair Hasenbuhler suggested that the committee share that responsibility, and Manager O'Dell noted that staff can help with that as well. Member Laterza asked whether the committee should be researching monitoring options or if that would come from staff, and Manager O'Dell confirmed that staff would bring options back at the next meeting. Chair Hasenbuhler asked staff to reach out to the City of Durango to see if a meter could be borrowed and to get general input. Member Crawford asked if the Town has a GIS unit, and Manager O'Dell said the Town has a Spectra handheld GIS device. Chair Hasenbuhler noted that a lighting inventory would be needed, and Manager O'Dell said that will take a fair amount of groundwork. Member Laterza asked to include lighting inventory as a discussion item at the next meeting and also asked what happens if the committee spends through its budget quickly. Manager O'Dell said additional funds may need to be pulled from another line item and that staff would plan to request a larger budget next year.

2. Dark Sky Colorado Mentor Program

Manager O'Dell presented the report and introduced Aaron Watson. Mr. Watson introduced himself and the Dark Sky Mentor Program and noted that he hopes there will be additional consulting hours available starting in August 2026 through next June. Manager O'Dell asked if those hours would be for consulting on the Town's application, and Mr. Watson confirmed that they would apply to the application and all related elements. He also noted that webinars are available, and Manager O'Dell said he can share those with the committee. Member Laterza asked for a recommendation on how many sky quality measurements would be needed for a town of this size. Mr. Watson responded that around four would be typical, with locations selected in both darker areas and downtown, and added that three may be sufficient given the Town's size. Chair Hasenbuhler asked if the lights along Highway 160 are owned by CDOT, and Manager O'Dell confirmed that they are. Mr. Watson noted that those lights are generally exempt but that it would still be beneficial to make an effort to coordinate with CDOT.

VII. UNFINISHED BUSINESS

1. Earth Day

Planner Tunnell presented the report. Manager O'Dell noted that the booth fee is \$15 since the committee qualifies as a nonprofit. Member McCracken moved to approve the \$15 expense for the Earth Day booth, and Member Crawford seconded. Member Laterza noted that she will be at the booth for most of the day. Manager O'Dell stated that the Town will provide the tent, table, chairs, banner, and handouts. Chair Hasenbuhler noted that 100 copies of the selected handouts should be sufficient. The committee directed staff on which handouts to use, which should be laminated, and which should be printed on cardstock. Member Crawford noted she will attend for part of the day, Member McCracken will assist with setup and stay for a couple of hours, and Member Pitcher noted she will be there in the afternoon. Manager O'Dell stated that staff will bring all materials to the event. Member Crawford then moved to have staff provide handouts #1 and #3 and laminate handouts #5 through #8, and Member Pitcher seconded.

VIII. REPORTS AND COMMENTS

Chair Hasenbuhler said that all letters of support need to be addressed to the headquarters in Tucson, AZ. Member Laterza asked what the committee should call themselves and noted that many similar groups have their own website and nonprofit to help with funding. She requested that information for the Dark Sky Committee be posted on MyPagosa.org, and staff agreed to add that. Chair Hasenbuhler recommended that the committee come up with a more catchy name. Manager O'Dell said staff will create a webpage and bring that back at the next meeting. Member Crawford suggested that the Earth Day handouts also be made available on MyPagosa. Member Laterza asked to include a discussion of the committee's organizational tools, including Trello, on the next agenda. Chair Hasenbuhler noted that he can provide a list of upcoming new moon dates and would like to discuss those at the next meeting. Member Crawford moved to set the next meeting for May 4th at 5:00 p.m., and Member McCracken seconded.

IX. ADJOURNMENT

at 6:12 p.m.



AGENDA BRIEF

MEETING: Dark Sky Steering Committee - 5/4/2026

FROM: Owen O'Dell

PROJECT: Sky Brightness Measurement Devices

ACTION:

PURPOSE/BACKGROUND:

Discussion regarding the potential purchase of a second sky brightness measurement device for the Dark Sky Steering Committee.



Planning Division

The Town of Pagosa Springs Planning Division has, by direction of the Dark Sky Steering Committee, compiled a list of brightness measurement devices. These devices will aid in the requirement of sky brightness measurement for the application to gain International Dark Sky recognition, ultimately seeking Dark Sky Place certification. The list below includes the make and price of each device.

The following devices will satisfy the requirements set forth by International Dark Sky:

- **Unihedron Sky Quality Meter Lense (SQM-L)** – This is the most widely used device for taking scientific-quality measurements of sky brightness. Operates with a 9V battery. Has a more narrow field-of-view as compared to the SQM-Classic
 - Unit Price - \$155.00
 - Shipping - \$96.69
 - Total - \$251.69
- **Unihedron Sky Quality Meter – LU – DL** – This is a USB enabled data-logging light meter for night-time sky brightness monitoring. This devices offers continual, connected or autonomous data-logging to measure sky brightness for astronomers and light pollution investigators. Measures the brightness in magnitudes per square arcsecond. This devices would be mounted for continuous monitoring and would take some logistical foresight for power. We would also need to purchase the housing unit to protect it from the elements.
 - Unit Price - \$333.00
 - Shipping - \$186.29
 - Total - \$519.29
- **Unihedron Sky Quality Meter – LE** – This is an ethernet-enabled SQM model for night-time sky brightness monitoring. Measures the brightness in magnitudes per square arcsecond. Would need to be set-up by our maintenance and IT team with the Town. This would also require the purchase of the housing to protect it from the elements.
 - Unit Price - \$333.00
 - Shipping - \$186.29
 - Total - \$519.29
- **Black Sky Meter** – This is small device that connects to mobile phones and utilizes an app. Sky brightness is displayed in magnitude per square second of arc (Mag / arcsec²). BSM comes with a microUSB to UCB Type C adapter. Rechargeable battery.
 - Unit Price - \$89.00
 - Shipping - \$15.00
 - Total - \$104.00

The Town of Pagosa Springs' Dark Sky Steering Committee has one Unihedron SQM for sky brightness measurements. An additional device may be helpful in our efforts, though it is staff's recommendation to not purchase one of the continuous monitoring devices due to budgetary and logistical constraints. At the frequency of one measurement per location per quarter, Staff believes 1-2 handheld devices would suffice.

Recommended Motion

Move to purchase a second Unihendron SQM-L for the sky brightness measurement requirements.

Alternate Motions

Move to not purchase additional sky brightness measurement devices.

Move to purchase _____ for the sky brightness measurement requirements.



AGENDA BRIEF

MEETING: Dark Sky Steering Committee - 5/4/2026

FROM: Katelyn Tunnell

PROJECT: Town of Pagosa Springs Properties

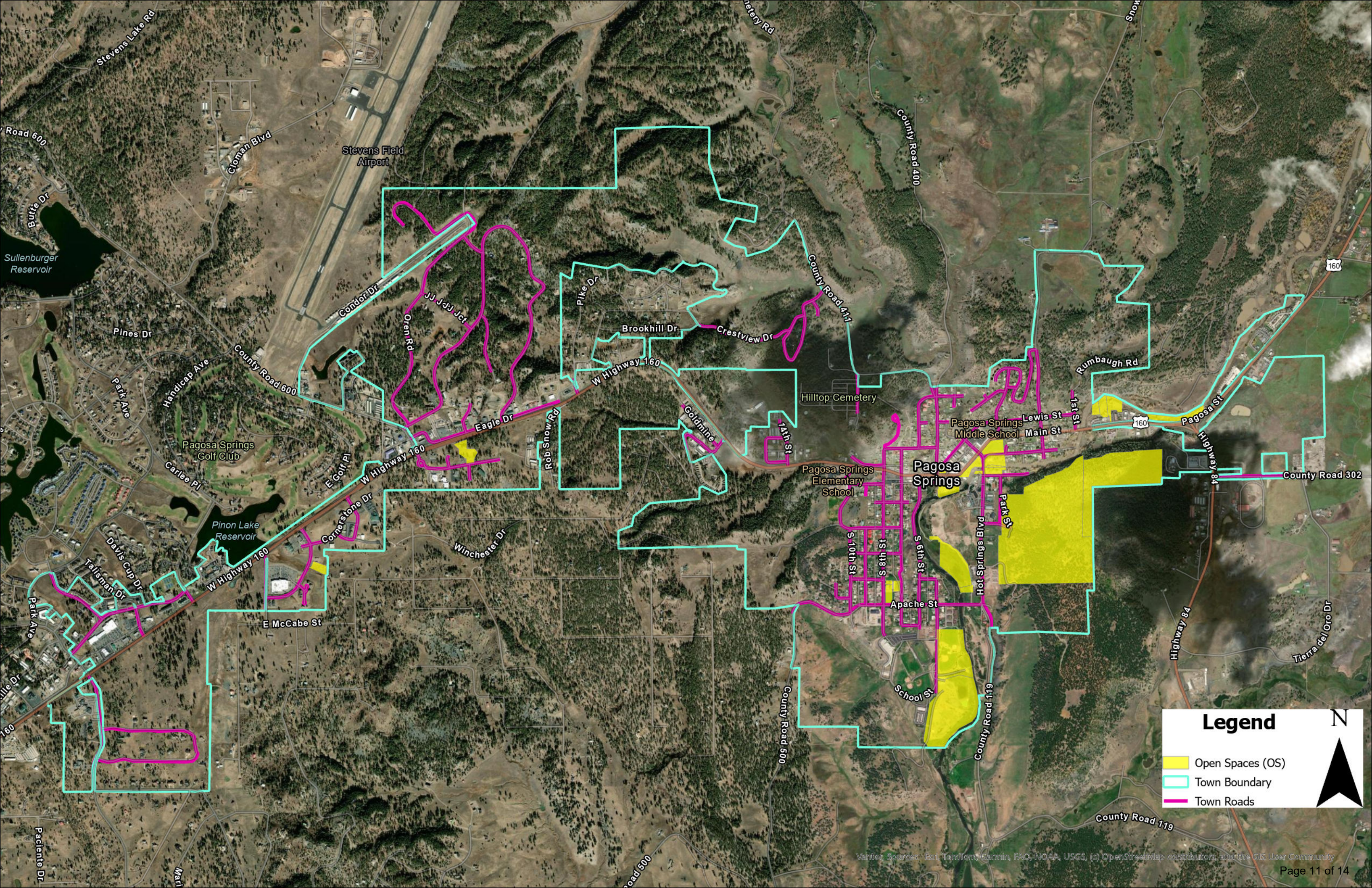
ACTION: Discussion and Action

PURPOSE/BACKGROUND:

This item includes a map identifying Town-owned properties within the Town of Pagosa Springs, including Open Space zoned parcels, Town-owned roads, and the Town boundary. This map is provided to assist the committee in discussing and identifying potential locations for sky quality monitoring.

ATTACHMENTS:

1. Town Properties



Legend

- Open Spaces (OS)
- Town Boundary
- Town Roads





AGENDA BRIEF

MEETING: Dark Sky Steering Committee - 5/4/2026

FROM: Owen O'Dell

PROJECT: Lighting Inventory
ACTION: Discussion and Action

PURPOSE/BACKGROUND:

As part of the application process, the Dark Sky Steering Committee must inventory all Town-owned lighting to establish compliance. This would require the committee members and staff to geo-locate all lighting, determine its shielding compliance, Kelvin output, photograph, and upload into a spreadsheet.

Locations include:

- River Walk Trail
- Town Owned Buildings (Town Hall, Community Center, Pump Stations, Public Works Building, etc.)
- Any Lighting at Parks
- Portion of Town to Lakes Trail

This portion of the application process will be time-consuming for this committee. In this discussion, staff would recommend establishing volunteer times for members to conduct the survey. Staff is willing to assist in the surveys with advanced notice. After each inventory session, committee members should relay all information back to staff to upload into a spreadsheet for the application.

RECOMMENDATIONS:

Establish days and times to begin the lighting inventory for each committee member. Determine which areas each member will survey.



AGENDA BRIEF

MEETING: Dark Sky Steering Committee - 5/4/2026

FROM: Owen O'Dell

PROJECT: Committee Name
ACTION: Discussion and Action

PURPOSE/BACKGROUND:

General discussion and decision on the movement and the committee's namesake.

RECOMMENDATIONS:

Move to select _____ as the name for the Town of Pagosa Springs' Dark Sky efforts.



AGENDA BRIEF

MEETING: Dark Sky Steering Committee - 5/4/2026

FROM: Katelyn Tunnell

PROJECT: MyPagosa Page Review

ACTION: Discussion

PURPOSE/BACKGROUND:

Staff has prepared a project page for the Dark Sky initiative on MyPagosa.org to serve as a central location for public information. The page includes an overview of the effort, purpose, and ongoing work. The committee is asked to review the content and provide any comments or suggested edits to staff prior to finalizing: mypagosa.org/dark-sky-efforts-town-of-pagosa-springs