



551 Hot Springs Blvd  
Pagosa Springs, CO 81147

**AGENDA**  
Dark Sky Steering Committee Meeting  
June 15, 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 May 4, 2026 Meeting Minutes**

**VI. NEW BUSINESS**

**1. Trello Discussion**

**2. BioBlitz 2026**

**3. SQM Continuous Monitoring Device Mount**

**4. Lighting Inventory**

**VII. UNFINISHED BUSINESS**

**1. SQM Device Purchases**

**VIII. REPORTS AND COMMENTS**

**IX. ADJOURNMENT**





## **AGENDA BRIEF**

**MEETING:** Dark Sky Steering Committee - 6/9/2026

**FROM:**

---

**PROJECT:** Approval of the May 4, 2026 Meeting Minutes

**ACTION:** Discussion and Action

---

**PURPOSE/BACKGROUND:**

Review and approval of the May 4, 2026 meeting minutes.

**ATTACHMENTS:**

1. Dark Sky Steering Committee - 542026\_Minutes\_Preview

**RECOMMENDATIONS:**

1. Motion to approve the May 4, 2026 Dark Sky Steering Committee meeting minutes.
2. Motion to deny approval of the May 4, 2026 Dark Sky Steering Committee meeting minutes.
3. Motion to provide direction to staff regarding revisions to the May 4, 2026 meeting minutes.



551 Hot Springs Blvd  
Pagosa Spring, CO 81147

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

---

A regular meeting of the Planning Commission was called to order on May 4, 2026 at 5:00 PM in the Town Hall 551 Hot Springs Blvd.

**COMMISSIONERS  
PRESENT:**

Dark Sky Steering Committee Member Crawford, Dark Sky Steering Committee Chair Hasenbuhler, Dark Sky Steering Committee Member Laterza, Dark Sky Steering Committee Member McCracken, Dark Sky Steering Committee Member Pitcher, Dark Sky Steering Committee Alternate Member Bass

**COMMISSIONERS  
ABSENT:**

**I. CALL MEETING TO ORDER**

at 5:03 p.m.

**II. ROLL CALL**

**III. PUBLIC COMMENT**

None.

**IV. ANNOUNCEMENTS**

None.

**V. CONSENT AGENDA**

**1. Approval of the 3/30/2026 Meeting Minutes**

Member Laterza moved to approve the March 30, 2026 Dark Sky Steering Committee meeting minutes. Member McCracken seconded.

**VI. NEW BUSINESS**

## 1. Sky Brightness Measurement Devices

Manager O'Dell presented the staff report. Member Crawford mentioned that the continuous monitoring devices are very useful, as they not only establish a baseline but also allow changes to be observed in real time. Member Bass asked the board if its goal was to have automated data logging and whether it wanted a permanent installation. Manager O'Dell noted that there is potential for a tripod setup option for the continuous monitoring devices for approximately \$98. Member Crawford noted that she has used these devices in the past mounted to a T-post and stated that concerns with that setup include tree cover, recommending a taller installation. She also recommended a backup battery pack. Member Laterza agreed that continuous monitoring would be beneficial. Manager O'Dell reminded the committee that it has a budget of around \$5,000 and that the Planning Division has another \$18,000 for training and education, though a majority of that funding is allocated to Historic Preservation. Member McCracken noted that having one permanent location is beneficial, but the committee needs a minimum of three reading locations and also needs a mobile unit. Member Laterza asked about the difference between the LUDL and the LE unit, noting that the LE unit is USB enabled. Manager O'Dell noted that the LE unit allows users to log into the device to view readings, while the LUDL unit is USB enabled. Member Bass asked how long these devices are typically left at these locations. Member Crawford answered that they can remain in place for years. Member Bass recommended purchasing the LE device because it is the best option, despite being more expensive. Member Laterza noted that these devices have high shipping costs because they are manufactured in Canada. Member McCracken moved to table this decision item. Member Pitcher seconded.

## 2. Town of Pagosa Springs Properties

Senior Planner Tunnell presented the map of potential properties, roads, and the Town boundary to the committee. Member Laterza noted that, in the past, she used the Visitor's Center, River Center Park, and the open space near the Walmart walking path. Member Crawford noted that the committee needs readings in darker areas as well as in more illuminated areas. Manager O'Dell noted that Yamaguchi South is a dark location, as are some areas in Piedra Estates, County Road 200, and County Road 400. The committee agreed that Yamaguchi South is a good location for readings. The committee also noted that the area near Walmart would be a good location for a permanent installation. Member McCracken suggested the Visitor's Center for the permanent location. Member Crawford liked River Center Park but noted that there are quite a few lights on those buildings that have potentially altered readings in the past. Member Pitcher suggested Bob's LP as a location. Member Laterza suggested that the committee visit these locations together. Member Bass suggested that staff speak with Echo IT first about installation. The committee agreed. The committee discussed purchasing the SQM device for handheld measurements and all agreed. Member Laterza moved to purchase the SQM-L Classic handheld device. Member Crawford seconded. Member McCracken moved to direct staff to consult with IT about a permanently mounted device. Member Pitcher seconded. Member Crawford moved to table the decision regarding the locations of Town-owned properties to a future date. Member McCracken seconded.

## 3. Lighting Inventory

Manager O'Dell presented the report. Member Pitcher asked how the inventory process

works. Manager O'Dell answered that it includes all lighting owned by the Town of Pagosa Springs. The individual taking inventory takes a photo of each fixture, georeferences every light, and notes whether it is compliant or noncompliant. Member Laterza noted that the Dark Sky International template requires both a daytime visit and a nighttime visit for the lighting inventory and also includes color temperature. The committee agreed that getting out together for training would be beneficial. Manager O'Dell said that staff could send out a poll to get the committee together for lighting inventory training. Member Laterza moved to direct staff to send the committee a poll for lighting inventory training. Member Pitcher seconded.

#### **4. Committee Name**

Member Crawford moved to approve the name "Pagosa Dark Sky Project" as their committee name. Member Pitcher seconded. All yay.

#### **5. MyPagosa Page Review**

The committee provided staff with edits to the MyPagosa committee page. Member Crawford moved to edit paragraph 1, 2, 8, 10 and 11 of the [MyPagosa.org](https://www.mypagosa.org) webpage. Member Pitcher seconded.

### **VII. UNFINISHED BUSINESS**

Member Laterza noted that there is a BioBlitz event on June 20th. Manager O'Dell said that the committee could have another meeting prior to that event and that staff can provide information about the event. Member Laterza informed the committee about the tool "Trello" and stated that it could be a good way for the committee to stay organized. Manager O'Dell emphasized that the committee cannot make any decisions on that platform. Member Laterza moved to set up Trello and hold a meeting regarding training on the platform. Chair Hasenbuhler seconded. The committee agreed that its next meeting would be on June 15th at 5:00 p.m.

### **VIII. REPORTS AND COMMENTS**

Member Laterza informed the committee about the April 7th Board of County Commissioners meeting, during which an EMC sign was discussed. She asked if the committee could reach out regarding the sign. Manager O'Dell noted that any comments made by the committee would need to be decided upon by the committee before being brought forward and that the committee would need to determine what those comments should say.

### **IX. ADJOURNMENT**

7:05 p.m.



## AGENDA BRIEF

**MEETING:** Dark Sky Steering Committee - 6/9/2026

**FROM:** Owen O'Dell

---

**PROJECT:** Trello Discussion  
**ACTION:** Information Only  
Discussion

---

**PURPOSE/BACKGROUND:**

On June 2nd, the Planning Staff met with Committee Members Dena Laterza and Preston Bass to discuss utilizing Trello as an organizational platform. During the meeting, we discussed how to structure the board to align with the requirements of the Dark Sky Place Application.

Staff will provide a brief presentation on the tool. [Trello Page](#)



## AGENDA BRIEF

**MEETING:** Dark Sky Steering Committee - 6/9/2026

**FROM:** Katelyn Tunnell

---

**PROJECT:** BioBlitz 2026

**ACTION:** Discussion

---

### **PURPOSE/BACKGROUND:**

Archuleta County is hosting its second annual BioBlitz event on Saturday, June 20, from 8:00 a.m. to 8:00 p.m., spanning the Riverwalk Trail to Reservoir Hill. The event will provide a day of hands-on nature exploration throughout Pagosa Springs' downtown riverwalks and parks. Admission and a booth are being provided at no cost for Steering Committee members participating in the event. General admission for non-participants is \$25 for adults and \$10 for students and children. Registration includes dinner, beverages, and a T-shirt.

The evening schedule includes dinner from 5:00 p.m. to 6:00 p.m., followed by a presentation from the Colorado Natural Heritage Program (CNHP). Following the CNHP presentation, the Steering Committee is invited to provide a 30-minute presentation. From approximately 7:00 p.m. to 8:00 p.m., participants will walk the Riverwalk to observe and listen for bats, terrestrial species, and common nighthawks. Members of the Riverwalk Naturalist Program will be available to provide interpretation and insights.

An orientation meeting will also be held on June 19 from 4:30 p.m. to 5:30 p.m. at the Community United Methodist Church. This meeting will cover last-minute event details and data reporting procedures and will include pizza and refreshments.

The Steering Committee should discuss volunteer participation and determine which members will attend the event, including the timeframes for which individual members will be available. The committee should also discuss preparation for the 30-minute presentation following the CNHP presentation.



## **AGENDA BRIEF**

**MEETING:** Dark Sky Steering Committee - 6/9/2026

**FROM:**

---

**PROJECT:** SQM Continuous Monitoring Device Mount

**ACTION:** Discussion and Action

---

**PURPOSE/BACKGROUND:**

After the May 4th meeting, staff was tasked with determining the cost and feasibility of mounting an SQM Continuous Monitoring Device on a Town-owned building. Staff coordinated with Stephen Wallace of Echo IT and received a quote for the requested work.

**RECOMMENDATIONS:**

**Move to approve of the Echo IT quote provided to staff on May 6th, 2026**

**Move to deny the Echo IT quote provided to staff on May 6th, 2026**

**Direct Staff...**



Echo IT Consulting  
 echoitconsult.com  
 info@echoitconsult.com  
 (970) 585 ECHO

2800 Cornerstone Dr  
 Building 1, Unit 1  
 Pagosa Springs, CO 81147  
 United States

QUOTE

Quote Number	0797	Town of Pagosa Springs
Quote Date	May 6, 2026	551 Hot Springs Blvd
Total	\$1,437.50	Pagosa Springs, CO 81147
		mclark@pagosasprings.co.gov

Item	Description	Unit Cost	Quantity	Line Total
Hardware - Cat6 network cable	Exterior shielded network cable running from camera device to switch network closet (price per foot of cable run)	\$0.45	150	\$67.50
Hardware - miscellaneous	Cable termination ends, silicone weather seal, cable management hardware	\$20.00	1	\$20.00
Labor - Camera Installation and Setup	Labor for installing/mounting the camera, connecting it to the network/power, and software installation	\$135.00	10	\$1,350.00
			Subtotal	\$1,437.50
			Total	\$1,437.50



## AGENDA BRIEF

**MEETING:** Dark Sky Steering Committee - 6/9/2026

**FROM:**

---

**PROJECT:** Lighting Inventory

**ACTION:** Discussion

---

**PURPOSE/BACKGROUND:**

As part of the application process, the Dark Sky Steering Committee must conduct a lighting inventory of all Town-owned outdoor lighting. Staff has provided a sample inventory from another community. This sample was provided by Michael Rymer, Dark Sky Community Program Manager. This spreadsheet outlines all the criteria needed for our application.

Staff would recommend that committee members volunteer for certain locations, utilizing a shared spreadsheet and Trello, to conduct an inventory.

# LIGHTING INVENTORY TEMPL

FIXTURE						LAMP				
Fixture ID	Location	Function	No. of Fixtures	Lamps per Fixture	Fixture Type	Lamp Type	Color Temp (K)	Lumens	Hazards	Shielding State
1	Shower Building Exterior	Entrance Illumination	2	1	Wallpack	?	?	?	N/A	Cover Diffusial/ Partial?
2	Campground CXT Restroom	Entrance Illumination	2	1	Wallpack	40W equivalent LED A19 bulb	3,000k	?	N/A	Fully?
3	Campground Office Building Exterior	Exterior Illumination	8	1	Decorative wall sconce	40W equivalent LED A19 bulb	3,000k	?	N/A	Fully?
4	Campground Information Sign	Sign Illumination	2	1	Solar	Low wattage single cell LED	3,000k	Low?	N/A	Fully?
5	Campground Group Site Pavilion	Pavilion Illumination	6	1	Ceiling jar	60w equivalent LED	3,000k	?	N/A	None

6	RV Site Pavilions	Pavilion Illumination	14	1	Ceiling pack	40w/60w equivalent A19 LED bulb	3,000k	?	N/A	Cover diffused
7	Lower Galoot CXT	Building Egress	2	1	Ceiling pack	Multiple high output LED cells	5,000k	?	N/A	Cover diffused
8	Sand Dunes	Building	2	1	Wallpack	40w equivalent	3,000k	?	N/A	Fully
9	South Entrance	Building	4	1	Recesse	40w equivalent	3,000k	?	N/A	Fully
10	North Entrance	Building	2	1	Recesse	40w equivalent	3,000k	?	N/A	Fully
11	Maintenance	Building	3	1	Decorati	40w equivalent	3,000k	?	N/A	Fully
12										
13										

# .ATE

## PHOTOS

Operable?	Adaptive Controls?	LMP Compliant?	Closeup Photo	Context Photo	Notes
No	inside switch				
Yes	light sensor controlled				
Yes	Ambient light sensor controlled				
Yes	Ambient light sensor controlled				
Yes	Wall switch				

Yes	Wall switch controlled				
No	Ambient light sensor controlled				
Yes	Ambient				
Yes					
No					
No					



## AGENDA BRIEF

**MEETING:** Dark Sky Steering Committee - 6/9/2026

**FROM:** Owen O'Dell

---

**PROJECT:** SQM Device Purchases

**ACTION:** Discussion and Action

---

**PURPOSE/BACKGROUND:**

Revisit purchases after reviewing the cost for SQM Continuous Monitoring Device mounting from Echo IT.

**RECOMMENDATIONS:**

**Move to purchase the following SQM devices**

**Move to deny the purchase of any SQM devices**

**Direct Staff...**



## 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 / arcsec<sup>2</sup>). 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.**