

**THE PLAZA AT WOOD CREEK
MEETING OF THE BOARD OF DIRECTORS
MARCH 29, 2024
10:00 A.M.
CRESTED BUTTE & VIA ZOOM**

Present: Allen David, Unit 336
Sean Donovan, Unit 33
Phillip Miron, Unit 339
Scott Richards, Unit 235
Linda Englehard, Unit 338
Alex Summerfelt, Toad Property Management

Phillip called the meeting to order at 10:04 a.m. and Alex confirmed a quorum.

Sean made a motion to approve the minutes of the February 16, 2024 meeting. Allen seconded the motion and it was unanimously approved.

Alex explained some units had a secondary fire door. HVM had changed the locks on the entry doors to all units but now the secondary fire doors had a different key from the front door. Alex said the cost would probably be \$100 each lock including labor and there were approximately 18 locks. Vail had completed the installation of locks on the front doors of units they managed but Vail had not changed the secondary fire door locks. Alex agreed to contact the Town to determine the need or responsibility for those doors as some owners would not require a key for those doors.

Alex said the Fire Department had recently responded to smoke blowback at the Unit 133 fireplace. Alex said a fireplace repair would be completed by the owner and some additional maintenance work, requested by the Fire Department, would be performed by the Association. Alex recommended using a different company in the future to perform annual fireplace/chimney inspections. Alex clarified the chimney cap maintenance, twice a year, was an Association expense but the fireplace parts were an owner responsibility.

Alex recommended automatic closure systems for the hot tubs instead of having employees physically close the hot tubs each night. Walkthroughs in the morning, lunchtime and late afternoon would continue. The capital cost of adding the automatic closing mechanisms would be similar to the cost of two years of having employees physically closing the tubs each night. Alex agreed to obtain bids and then discuss further.

Concern was expressed about trash build up in hallways during the past five weeks when Alex was away. Trash being left outside short term rental units continued to be a problem and Vail or any rental company needed to manage the rental guests and display rules and regulations inside all units. Alex confirmed he had spoken with Vail about trash disposal and written instructions needed to be handed to all rental guests. Alex agreed to follow up and make improvements.

A complaint had been received about dogs running loose in the lobby.

Two units had recently had sewer issues. Investigating the issues had indicated the sewer issues in Unit 638 were an owner responsibility. However, Unit 541 had encountered issues caused outside

the unit and the work would be an Association expense. After a short discussion it was agreed Alex would reach out to legal counsel for advice on issues raised by the owner of Unit 638. Clarification of legal responsibilities within the building at the annual meeting would be beneficial.

Alex explained a window in Unit 236 had been cracked in February but Vail was not accepting the \$700 bill to repair the window. After discussion it was agreed Alex would continue to follow up with Vail or the owner for the repair cost. Windows were considered an HOA responsibility except if there was evidence to show the broken window was caused by actions of an owner or guests.

The Board asked that the Board be notified of damage such as recent damage to a snow shed roof prior to work being carried out.

Alex said the steam room and sauna continued to have problems despite a couple of contractors investigating the electrical issues. A new vendor, specializing in steam rooms and saunas, would be hired.

Alex explained drainage issues near the ground level hot tub needed to be addressed and Toad continued to research.

Alex confirmed research would continue on the replacement of the air curtain at the front entrance. The air curtain was once again not operating.

Phillip asked the Board to consider Sherwin Williams color options for the building. Linda agreed to research some colors and share suggestions with the Board. Carpet tile colors also needed to be selected. Alex agreed to contact Mountain Surfaces for some assistance selecting colors.

Alex confirmed the current cash flow figures looked good.

Alex said he had not received confirmation from Vail on the work performed on the balconies. Alex agreed to continue to follow up and coordinate any balcony research with Oaks Brothers.

Alex confirmed sand bags were ready for the spring runoff and the level of the Creek rising.

Alex explained his office hours and said it was only Tuesday and Thursday afternoons that he was in the Toad office on Elk Avenue.

At 11:32 a.m. Phillip made a motion to go into Executive Session in accordance with Colorado Statute 38-33.3-308 4B to discuss matters with legal counsel. Allen seconded the motion and it was unanimously approved.

At 11:53 a.m. Allen made a motion to leave Executive Session. Sean seconded the motion and it was unanimously approved.

At 11:55 a.m. Phillip made a motion to adjourn the meeting. Scott seconded the motion and it was unanimously approved.

Rob Harper, Toad Property Management