

**THE PLAZA AT WOOD CREEK
MEETING OF THE BOARD OF DIRECTORS
APRIL 18, 2025
10:30 A.M.
CRESTED BUTTE & VIA ZOOM**

Present: Phillip Miron
Shay Williams
Linda Englehard
Allen David
Scott Richards
David Furman, Altitude Law (Association legal counsel)
Alex Summerfelt, Toad Property Management
Bayliss Baker, Toad Property Management

Phillip called the meeting to order at 10:32 a.m. and Alex confirmed there was a quorum. Notice of the meeting had been sent on April 16, 2025.

At 10:33 a.m. Allen made a motion to enter Executive Session to discuss matters with legal counsel. Shay seconded the motion and it was unanimously approved.

At 10:59 a.m. Allen made a motion to leave Executive Session. Linda seconded the motion and it was unanimously approved.

Alex confirmed drywall repair throughout the building was underway. Clean up had started on the tennis courts and around the building.

Alex explained approximately 2 hours per week would be landscaping maintenance and that would leave approximately \$28,000 in the Budget for Capital Improvements to the landscaping.

Alex said electrical repairs had been made on the downstairs hot tub.

Alex explained a water heater hose in Unit 536 had caused water damage in Unit 436. Repairs in Units 536 and 436 would be the responsibility of the Unit 536 owner.

Long term tenants in Unit 33 had been causing noise concerns and Alex confirmed the large vehicle owned by the tenants had been moved away from the building. The tenants would be leaving by May 1, 2025.

Alex said Toad hours during March had been higher due to snow and ice removal, especially snow removal on the flat roof. The roofing contractor would be returning to address areas of concern. Alex said the remainder of the work by the elevators would be performed by Oaks Brothers. The use of gravel around the building, instead of salt, had been helpful to alert people to ice build-up but the gravel was unsightly. Old signage was being removed and the wall repairs completed. New signage would be added and signage could be switched depending on the season.

Alex explained common area cleaning was over budget and adjustments had been made to the schedule for the off-season. A small adjustment could be made to the next Budget. Linda said the housekeeping team had been sweeping gravel up on the third floor.

The Water & Sanitation District had increased rates and expenses would be over budget.

Alex explained work was underway to prepare the mail room for parcel delivery. UPS and Fed Ex had been alerted. Vendors had been told of the change and the need to restrict parking in that area.

Alex said survey responses had been received for the priority of capital projects. Shay agreed to reach out to an interior designer friend who might be willing to inspect the building and provide suggestions and costs for interior improvements.

Alex explained several concrete contractors did not want to bid on the sidewalk work. CSI was the only contractor willing to bid on the application of a topper to the existing concrete. John Zabbadick had recommended a self-levelling product and the Toad team would review the product and determine the cost to apply the product. If Toad had concerns about their ability to apply the product other options would be considered. Bart Laemmel might also be available to assist. Ongoing maintenance, every few years would be necessary to maintain the product. No work was proposed on the retaining walls near the building at this time.

Alex said a Landscaping Project Overview and a map had been added to the Board portal. Alex explained it would be necessary to install a BackFlow Preventer for the irrigation and a plumber would need to perform the work. Alex described the proposed work in the five separate Sectors. Pulling water from Spring Creek might be an option and Alex said he was in conversation with the Town. It was agreed wildflower seed would be applied between the building and Gothic Road. Alex said he anticipated landscaping work around the building would be completed within the \$28,000 in the current Budget and a special assessment would not be necessary. Formal bids would be obtained from three vendors – Crested Butte Waterworks, Rocky Mountain Trees and Spring Creek Landscaping.

Alex confirmed there was approximately \$431,000 in the Capital Reserve account at the end of March.

Alex said King Systems and Electronic Solutions had been contacted about security options around the building. Internet was essential for a security system.

Alex confirmed Spectrum had provided options for internet and encouraged the Board to review the document. Service was broken down with television and internet costs separated and could be compared with the Xstream Internet proposal. Alex asked the Board to review the documentation and get back to him within the week.

At 12:05 p.m. Allen made a motion to adjourn the meeting. Linda seconded the motion and it was unanimously approved.

Rob Harper, Toad Property Management