

**THE PLAZA AT WOOD CREEK
MEETING OF THE BOARD OF DIRECTORS
NOVEMBER 15, 2024
10:00 A.M.
CRESTED BUTTE & VIA ZOOM**

Present:

Allen David
Linda Englehard
Kevin Atkinson
Scott Richards
Shay Williams
Phillip Miron
Alex Summerfelt, Toad Property Management

Allen called the meeting to order at 10:02 a.m. and Alex confirmed there was a quorum. Notice of the meeting had been sent on November 10, 2024.

Kevin made a motion to approve the October 18, 2024 meeting minutes. Scott seconded the motion and it was unanimously approved.

Alex explained three insurance documents had been shared with the Board in the AppFolio portal. The insurance company required grills to be removed from decks, only electric grills would be permitted. Alex explained the renewal rate was an 8% increase but insurance rebuild costs should probably be increased. Adjusting the deductible would reduce the renewal rate.

After a short discussion it was agreed to increase the deductible to \$25,000 and the rebuild cost to \$300 per sq. ft. The Umbrella policy for \$10,000,000 would be acceptable and the Directors & Officers covered would be increased to \$2,000,000. Alex said approval could be requested from the insurance company for the permanent grill on the third floor to remain.

Insurance information would be included in the newsletter as well as an email to owners requiring the removal of non-electric grills from balconies by January 1, 2025.

Alex said Western Slope Fire & Safety inspected the fire suppression system annually. Alex explained an improvement to the sprinkler system might need to be considered in the future. Peak Alarm would be responsible for changing the electrical panels in the future due to a recall of the existing panels. How the work would be structured and scheduled would require additional conversation. The cost would vary unit by unit and might be in the range of \$1,500 to \$3,500 depending on the work inside the unit.

Allen made a motion to amend the insurance renewal to include the following:

1. Increase the deductible to \$25,000.
2. Increase the rebuild cost to \$300 per square foot.
3. Increase Directors & Officers coverage to \$2 million.
4. Engage the Great Point Umbrella Policy

Kevin seconded the motion and it was unanimously approved.

Prior to the meeting a financial report had been added to the Board portal in the AppFolio software. Some adjustments or corrections had been made to the financial report. Alex explained income and expenses line by line. The cash flow projection would be corrected as the recent cash flow projection did not reflect the large increase to Capital income, effective September 1, 2024.

Phillip expressed concern about reserve funds being reduced by the recent projects and suggested having \$500,000 available at any time. Phillip stressed the need to carefully monitor and track expenses. Alex said a guideline for reserve funds was 3 to 6 months of operating costs plus the insurance deductible.

Alex gave an update on delinquent dues and special assessments for 12 units. Alex explained 4 units in the building were currently listed for sale and some units had reduced their sale price. Alex said he would continue to follow up and work with the attorney to file liens, as necessary, in accordance with State regulations. One unit had failed to meet the payment plan and there had been no further communication. It was agreed the attorney needed to act as soon as the next deadline passed as the delinquent dues were significant. It was generally agreed the lien and foreclosure process would be followed for all delinquent accounts in accordance with State regulations. Collecting delinquent dues needed to be a priority.

Alex said several owners in the building had E-bikes and one owner had asked about storage and recharging. Shay said batteries needed to be taken to the units for charging. Alex said during the Winter efforts would be made to identify all bikes in the common areas and in the Spring any unidentified bikes would be removed. Alex agreed to prepare language regarding E-bikes and battery charging so it could be circulated to all owners prior to Spring.

Allen made a motion to prepare a Rule & Regulation regarding E-bike batteries. All charging must be carried out in a unit (not in common areas), on a solid surface and no charging overnight or when the unit was not occupied. Scott seconded the motion and it was unanimously approved.

Alex said Xstream Internet had provided a proposal to rewire the building and provide fiber optic internet service. Alex explained the Spectrum auto renew contract could be cancelled in February/March. A full proposal for internet with pricing would be available for the December meeting. Television would still be via Spectrum or a streaming option.

Alex confirmed flashing had been completed and roof caps would be installed as soon as possible. Silicone had been added as a temporary solution. Some yellow paint would be added on the third floor to identify a step which might be a hazard to some guests. Alex said he continued to follow up on signage as the local company had not been able to provide any proofs. Alex confirmed the VOIP equipment would not be removed despite the phone service being cancelled. A timer for some exterior lighting had been completed. Alex said he continued to work on a meter being installed for the washing machines. Boilers were all operational following some maintenance work. HomeCare of Grand Junction would continue to work on projects in the building to ensure everything was ready for the Winter.

Alex said Oaks Brothers had a list of items that needed to be addressed in the Spring. Oaks Brothers had been made aware of those items and Linda said a bubble on the balcony of her unit was

getting worse. Phillip said the 5% retention could be held back if the list of items was large enough. Alex said he would order a large mat for the area outside the 4th Floor elevator. Concern was expressed that the second phase of the project had not been up to the same standard as the first phase. It was generally agreed the 5% retention would be held back pending satisfactory completion of the project. Alex confirmed salt was not being used in the building and Alex and Bart Laemmel continued to monitor and keep a detailed report of any issues identified.

Scott suggested the work on the sidewalk between the building and the garage be completed prior to landscaping projects. The finishing of the balconies would be the first project. Alex said he would continue to follow up on proposals for the projects so the Board could determine the priority and funding. Alex agreed to obtain another bid for the remaining balconies.

Alex said the carpet in the common areas had been replaced. Painting in the common areas would help to improve the appearance and be a benefit to owners. Shay agreed to ask owners in the next newsletter if they had any exercise equipment they would like to donate for the new exercise room being set up in the building. Alex said some work would need to happen in the exercise room in early December. Once the room was fully set up it could be determined if use would just remain for owners or be opened up to guests as well.

At 12:01 p.m. Kevin made a motion to enter Executive Session in accordance with Colorado Statute 38-33.3-308 4B to discuss legal matters. Scott seconded the motion and it was unanimously approved.

At 12:28 p.m. Allen made a motion to leave Executive Session. Shay seconded the motion and it was unanimously approved.

At 12:29 p.m. Phillip made a motion to adjourn the meeting. Shay seconded the motion and it was unanimously approved.

Rob Harper, Toad Property Management