

The Plaza at Wood Creek Condominium Association
Annual Meeting Notice and Proxy
Friday, August 1st, 2025 – 10:00 AM (MT)

You are hereby notified that the Annual Meeting of the members of the Plaza at Wood Creek Condominium Association has been scheduled for August 1st, 2025 at 10:00 AM (MT). The meeting will be hybrid, hosted in the Plaza conference room and via Zoom. If you are unable to participate, please fill out the proxy form below and return. If attending in person, please RSVP with Alex.

I (we) as owners of Unit and member of Plaza at Wood Creek Condominium Association hereby appoint the said person as my (our) proxy for the Annual Meeting of the Membership of the Association. Said meeting is to be held August 1st, 2025 at 10:00 AM (MT) via Zoom and in the Plaza conference room. You must designate a specific member of the Association or your legal representative to vote as your proxy, and that individual must be present at the meeting for your designation to be valid. The proxy will expire 30 days after the Annual Meeting of the Owners.

I hereby designate the following person as my proxy:

() Philip Miron

() Other _____

Owner/Unit Number _____ Date _____

Email Address _____

Please return your proxy by 5PM, July 31st, 2025 to
alexander@toadpropertymanagement.com



TOAD PROPERTY MANAGEMENT
318 Elk Avenue | PO Box 2776
Crested Butte CO 81224
t: 970-349-2773 | w: toadpropertymanagement.com



The Plaza at Wood Creek General Membership Meeting Agenda

Time: August 1, 2025

10:00 AM Mountain Time

Join Zoom Meeting

<https://us02web.zoom.us/j/5548296044?omn=82412581759>

Agenda:

- Call to Order
- Proof of Notice
- Roll Call/Establish Quorum
- Old Business
 - Approval of 8-2-24 Annual Meeting Minutes
 - Roof Repairs & Reporting
 - Water Heaters & Smoke Detectors
 - Unclaimed Bikes
 - Insurance - Grills
- New Business
 - Ratification of FY25-26 Budget
 - Imminent Capital Projects & Capital Plan
 - Landscaping Improvements
 - Interior Remodel
 - Holiday Decor Committee
 - Internet Upgrade
 - Election of the Board of Directors
 - Homeowners Open Forum
- Adjourn

A Brief Meeting of the Board of Directors Will Immediately Commence After Adjournment



TOAD PROPERTY MANAGEMENT

318 Elk Avenue | PO Box 2776

Crested Butte CO 81224

t: 970-349-2773 | w: toadpropertymanagement.com

Toad Property Management is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/5548296044?omn=82412581759>

View meeting insights with Zoom AI Companion

<https://us02web.zoom.us/launch/edl?muid=1011ea59-fa80-43a8-b253-45d4d968a9c2>

Meeting ID: 554 829 6044

One tap mobile

+17193594580,,5548296044# US

+12532158782,,5548296044# US (Tacoma)

Meeting ID: 554 829 6044

Find your local number: <https://us02web.zoom.us/j/5548296044?omn=82412581759>

If you are unfamiliar with Zoom meetings please reach out to Alex for assistance.

alexander@toadpropertymanagement.com



TOAD PROPERTY MANAGEMENT
318 Elk Avenue | PO Box 2776
Crested Butte CO 81224
t: 970-349-2773 | w: toadpropertymanagement.com

New Fiscal Year Budget Comparison

Properties: The Plaza at Wood Creek Condominiums - PO Box 1912 Crested Butte, CO 81224

Period Range: Sep 2025 to Aug 2026

Comparison Period Range: Sep 2024 to Aug 2025 (Same Period Last Year)

Additional Account Types: Asset, Cash, Liability, Capital

Accounting Basis: Accrual

Level of Detail: Detail View

Account Number	Account Name	Ratified FY24-25 Budget	FY24-25 Budget Actual	25-26 Draft Budget
Income				
4500	Operating Dues	676,800.00	621,254.03	676,800.00
4545	Bank Interest - Operating	5,000.00	1,538.08	2,560.00
4555	AR Penalties/Interest	0.00	599.17	1,100.00
4565	Miscellaneous Income	1,000.00	305.00	1,000.00
4600	Vending/Laundry	1,200.00	0.00	0.00
4605	Rent	28,000.00	34,300.00	39,500.00
	Total Budgeted Operating Income	712,000.00	657,996.28	720,960.00
Expense				
5005	Management fees	46,350.00	38,625.00	46,350.00
5015	Insurance	50,000.00	54,185.43	78,500.00
5025	Legal - General	6,000.00	1,536.00	4,000.00
5040	Miscellaneous	2,500.00	753.38	0.00
ADMIN/OFFICE				
5030	Accountant & Tax	7,000.00	6,350.00	7,000.00
5090	General Admin, Fillings, & Office	0.00	-94.47	0.00
5125	Website	10,350.00	325.00	10,350.00
5075	Total ADMIN/OFFICE	17,350.00	6,580.53	17,350.00
5185	Firewood	4,400.00	2,250.00	4,400.00
REPAIRS AND MAINTENANCE				
5191	Repairs and Maintenance - General	65,000.00	49,034.19	68,500.00
5200	Repairs and Maintenance - Contract Labor	22,000.00	36,833.11	24,000.00
5205	Repairs and Maintenance - Supplies	8,000.00	20,646.36	10,000.00
5190	Total REPAIRS AND MAINTENANCE	95,000.00	106,513.66	102,500.00
BUILDING MAINTENANCE				
5220	Common Area Cleaning	45,000.00	57,065.77	41,000.00
5255	Elevator Repair	16,000.00	11,666.34	16,000.00
5265	Hot Tub & Pool - Contract Labor	28,000.00	29,706.64	28,000.00
5270	Hot Tub & Pool - Toad or General	6,000.00	5,261.25	3,000.00
5275	Hot Tub & Pool - Supplies	1,500.00	1,441.99	2,900.00
5280	Chimney/Fireplace inspect, repair, clean	10,800.00	6,250.00	7,500.00
5305	Fire Protection	4,000.00	3,350.10	4,000.00
5210	Total BUILDING MAINTENANCE	111,300.00	114,742.09	102,400.00
LANDSCAPING / GROUNDS MAINTENANCE				
5311	Landscaping/Grounds- general	32,000.00	13,444.15	18,000.00
5310	Total LANDSCAPING / GROUNDS MAINTENANCE	32,000.00	13,444.15	18,000.00
SNOW REMOVAL / SNOW PLOWING				
5401	Snow Removal - General	31,000.00	42,274.75	30,000.00
5410	Snow Removal - Roof	0.00	16,960.00	10,000.00
5400	Total SNOW REMOVAL / SNOW PLOWING	31,000.00	59,234.75	40,000.00
UTILITIES				
5425	Utilities- Cable/Internet	44,000.00	36,930.89	32,500.00
5430	Utilities - Electric	28,000.00	25,028.65	29,500.00
5435	Utilities - Gas	48,000.00	34,302.58	40,250.00
5440	Utilities - Telephone	18,750.00	14,036.80	18,750.00
5445	Utilities - Water/Sewer	95,000.00	84,767.04	95,000.00
5450	Utilities - Trash/Recycle	13,500.00	8,158.08	10,750.00
5420	Total UTILITIES	247,250.00	203,224.04	226,750.00
5555	Reserve Fund	67,680.00	33,840.00	80,710.00
	Total Budgeted Operating Expense	710,830.00	634,929.03	720,960.00
	Total Budgeted Operating Income	712,000.00	657,996.28	720,960.00
	Total Budgeted Operating Expense	710,830.00	634,929.03	720,960.00
	NOI - Net Operating Income	1,170.00	23,067.25	0.00
Other Income				
4510	Capital Dues	280,000.00	257,022.10	280,000.00
4546	Bank Interest- Capital	0.00	1,476.62	2,500.00
4642	Reserve Fund Income	0.00	33,840.00	80,710.00
	Total Budgeted Other Income	280,000.00	292,338.72	363,210.00
Other Expense				
5155	Operating Contingency/Improvement Fund	0.00	0.00	2,500.00
5486	Capital Expenditures	281,170.00	59,711.25	280,000.00
	Total Budgeted Other Expense	281,170.00	59,711.25	282,500.00
	Net Other Income	-1,170.00	232,627.47	80,710.00
	Total Budgeted Income	992,000.00	950,335.00	1,084,170.00
	Total Budgeted Expense	992,000.00	694,640.28	1,003,460.00
	Net Income	0.00	255,694.72	80,710.00

Unit	Allocation %	Operating Dues Annual	Capital Dues Annual	Operating Dues Monthly	Capital Dues Monthly
31	1.56%	\$10,546.58	\$4,363.24	\$878.88	\$363.60
33	1.72%	\$11,668.97	\$4,827.59	\$972.41	\$402.30
34	1.84%	\$12,423.67	\$5,139.82	\$1,035.31	\$428.32
35	3.55%	\$23,995.88	\$9,927.37	\$1,999.66	\$827.28
131	1.52%	\$10,256.30	\$4,243.15	\$854.69	\$353.60
132	1.52%	\$10,256.30	\$4,243.15	\$854.69	\$353.60
133	1.92%	\$12,994.54	\$5,375.99	\$1,082.88	\$448.00
134	1.92%	\$12,994.54	\$5,375.99	\$1,082.88	\$448.00
135	1.52%	\$10,256.30	\$4,243.15	\$854.69	\$353.60
136	1.52%	\$10,256.30	\$4,243.15	\$854.69	\$353.60
231	1.52%	\$10,256.30	\$4,243.15	\$854.69	\$353.60
232	1.52%	\$10,256.30	\$4,243.15	\$854.69	\$353.60
233	1.92%	\$12,994.54	\$5,375.99	\$1,082.88	\$448.00
234	1.92%	\$12,994.54	\$5,375.99	\$1,082.88	\$448.00
235	1.52%	\$10,256.30	\$4,243.15	\$854.69	\$353.60
236	1.52%	\$10,256.30	\$4,243.15	\$854.69	\$353.60
237	1.52%	\$10,256.30	\$4,243.15	\$854.69	\$353.60
238	1.52%	\$10,256.30	\$4,243.15	\$854.69	\$353.60
239	1.92%	\$12,994.54	\$5,375.99	\$1,082.88	\$448.00
240	1.92%	\$12,994.54	\$5,375.99	\$1,082.88	\$448.00
241	1.52%	\$10,256.30	\$4,243.15	\$854.69	\$353.60
242	1.52%	\$10,256.30	\$4,243.15	\$854.69	\$353.60
331	1.52%	\$10,256.30	\$4,243.15	\$854.69	\$353.60
332	1.52%	\$10,256.30	\$4,243.15	\$854.69	\$353.60
333	1.92%	\$12,994.54	\$5,375.99	\$1,082.88	\$448.00
334	1.92%	\$12,994.54	\$5,375.99	\$1,082.88	\$448.00
335	1.52%	\$10,256.30	\$4,243.15	\$854.69	\$353.60
336	1.52%	\$10,256.30	\$4,243.15	\$854.69	\$353.60
337	1.52%	\$10,256.30	\$4,243.15	\$854.69	\$353.60
338	1.52%	\$10,256.30	\$4,243.15	\$854.69	\$353.60
339	1.92%	\$12,994.54	\$5,375.99	\$1,082.88	\$448.00
340	1.92%	\$12,994.54	\$5,375.99	\$1,082.88	\$448.00
341	1.52%	\$10,256.30	\$4,243.15	\$854.69	\$353.60
342	1.52%	\$10,256.30	\$4,243.15	\$854.69	\$353.60
431	1.52%	\$10,256.30	\$4,243.15	\$854.69	\$353.60
432	1.52%	\$10,256.30	\$4,243.15	\$854.69	\$353.60
433	1.92%	\$12,994.54	\$5,375.99	\$1,082.88	\$448.00
434	1.92%	\$12,994.54	\$5,375.99	\$1,082.88	\$448.00
435	1.52%	\$10,256.30	\$4,243.15	\$854.69	\$353.60
436	1.52%	\$10,256.30	\$4,243.15	\$854.69	\$353.60
437	1.52%	\$10,256.30	\$4,243.15	\$854.69	\$353.60
438	1.52%	\$10,256.30	\$4,243.15	\$854.69	\$353.60
439	1.92%	\$12,994.54	\$5,375.99	\$1,082.88	\$448.00
440	1.92%	\$12,994.54	\$5,375.99	\$1,082.88	\$448.00
441	1.52%	\$10,256.30	\$4,243.15	\$854.69	\$353.60
442	1.52%	\$10,256.30	\$4,243.15	\$854.69	\$353.60
531	1.52%	\$10,256.30	\$4,243.15	\$854.69	\$353.60
532	1.52%	\$10,256.30	\$4,243.15	\$854.69	\$353.60
535	1.52%	\$10,256.30	\$4,243.15	\$854.69	\$353.60
536	1.52%	\$10,256.30	\$4,243.15	\$854.69	\$353.60
537	1.52%	\$10,256.30	\$4,243.15	\$854.69	\$353.60
538	1.52%	\$10,256.30	\$4,243.15	\$854.69	\$353.60
539	1.92%	\$12,994.54	\$5,375.99	\$1,082.88	\$448.00
540	1.92%	\$12,994.54	\$5,375.99	\$1,082.88	\$448.00
541	1.52%	\$10,256.30	\$4,243.15	\$854.69	\$353.60
542	1.52%	\$10,256.30	\$4,243.15	\$854.69	\$353.60
637	1.52%	\$10,256.30	\$4,243.15	\$854.69	\$353.60
638	1.52%	\$10,256.30	\$4,243.15	\$854.69	\$353.60
641	1.52%	\$10,256.30	\$4,243.15	\$854.69	\$353.60
642	1.52%	\$10,256.30	\$4,243.15	\$854.69	\$353.60
Total	100.00%	\$676,800.00	\$280,000.00	\$56,400.00	\$23,333.33

Balance Sheet

Properties: The Plaza at Wood Creek Condominiums - PO Box 1912 Crested Butte, CO 81224

As of: 07/20/2025

Accounting Basis: Accrual

Include Zero Balance GL Accounts: No

Account Name	Balance
ASSETS	
Cash	
Checking	139,629.54
Security Deposit Cash	5,000.00
Money Market 1	607,965.15
Total Cash	752,594.69
Accounts Receivable	78,818.00
Prepaid insurance	9,978.02
Buildings	16,500.00
Equipment/Furniture	62,349.43
Accumulated Depreciation	-78,743.68
TOTAL ASSETS	841,496.46
 LIABILITIES & CAPITAL	
Liabilities	
Prepayments	5,303.46
Accounts Payable	4,300.00
Due to/from Vail -temp	2,086.86
Rent Deposits	6,400.00
Total Liabilities	18,090.32
Capital	
Retained Earnings	100,784.43
Working Capital	40,935.86
Operating Fund Balance	74,019.35
Calculated Retained Earnings	259,098.01
Calculated Prior Years Retained Earnings	348,568.49
Total Capital	823,406.14
TOTAL LIABILITIES & CAPITAL	841,496.46

**THE PLAZA AT WOOD CREEK CONDOMINIUM ASSOCIATION
ANNUAL MEETING
FRIDAY, AUGUST 2, 2024 – 10:00 A.M.
CRESTED BUTTE & VIA ZOOM**

Philip Miron called the meeting to order at 10:02 a.m. Alex confirmed notice of the meeting had been sent on July 20, 2024.

Present:	Sean Donovan	Unit 33
	Blaine McAnally	Unit 34
	James Reese	Unit 132
	Ann Beth Gellert	Unit 133
	Scott & Stephanie Pinkston	Units 231 & 232
	Scott & Mary Richards	Unit 235
	Gregory, Vitum Duo LLC	Unit 236
	Ian & Sonia Arnold	Unit 239
	Bud & Melissa Wheaton	Unit 333
	Michael James	Unit 334
	Gloria Sotolongo	Unit 335
	Allen & Cindy David	Unit 336
	Michael Pickerill	Unit 337
	Michael & Linda Englehard	Unit 338
	Philip & Janet Miron	Unit 339
	Kevin & Susan Atkinson	Unit 340
	Randy Pratt	Unit 431
	Julie Kiley	Unit 432
	Susan Gellert	Unit 433
	Shay Williams	Unit 438
	Thor Hoppess	Unit 531
	Bruce & Lisa Joss	Unit 532
	Terry & Debbie Moore	Unit 535
	Jody Helbling	Unit 536
	Allen & Sheri Devino	Unit 538
	Jill Linck	Unit 539
	David Rockett & John Schindler	Unit 540
	Lori Muecke	Unit 541
	Kim & Laurel Hansen	Unit 638
	Bob Berger & Shelley Mack	Unit 642

Proxy to Philip Miron	Susan Berkowitz	Unit 440
-----------------------	-----------------	----------

Alex Summerfelt, Toad Property Management
Kezia Bechard, Toad Property Management

Alex confirmed there was a quorum.

Thor Hoppess made a motion to approve the April 5, 2024 General Meeting minutes. Bud Wheaton seconded the motion and it was unanimously approved.

Alex Summerfelt explained the large stucco project had gone well. The contractor, the Oaks Brothers, had finished the project early and no change orders had been submitted. That meant the Association had the money and the time to have the Oaks Brothers move onto the garage repair and painting prior to the Winter season.

The Board had approved the hiring of a photographer to take photographs of the exterior of the building in the Fall.

Some touchup work, general cleaning and window cleaning was underway. The contractor would be given a punch list of small items. The lobby carpet had been ordered and would be replaced prior to the Winter. Balconies and flooring still required attention. Essential work would be completed on 10 balconies prior to the Winter and the remainder of the work would be completed in Spring/Summer 2025.

Philip Miron said the Association had hired Bart Laemmel of B2 Building Science to monitor and inspect the stucco project work. Bart had been liaising with the Contractor and advising Toad and the Board. Bart would also be identifying the 10 balconies which required immediate attention and that list would be finalized in the next week.

No structural issues had been identified during the stucco project which had allowed the work to be completed on budget.

A bid had been obtained for the 3rd floor Atrium flooring and the work would be completed in 2025. Other contractors would be asked for bids and the work would be scheduled for 2025 with the start date dependent on the weather and availability of the contractor. Attempts would be made to coordinate the balcony and flooring work around the short term rentals.

Alex Summerfelt confirmed warranty repairs had been carried out on the roof in July and more work would be performed prior to Winter.

Lines would be painted in the parking garage once the work and a deep clean had been completed.

Alex Summerfelt thanked the Board for their hard work during the stucco project. Bart Laemmel had been a great asset and Alex Summerfelt was thanked for his work. Alex explained Josh Bolton lived in the building and had been very helpful during the project. Alex said CB Hot Tubs had completed hot tub refurbishments and CB Hot Tubs were doing a great job maintaining the hot tubs. Alex explained the common areas looked good and the cleaning crew had been doing a great job. Alex thanked owners for communicating with Toad and introduced Kezia who lived in the building as well as being the front office manager at Toad.

Alex confirmed all units required photo electric smoke detectors and Toad could inspect smoke detectors if required.

Water heaters needed to be replaced as necessary prior to the water heater leaking and causing damage. On demand water heaters would not work in the building. Furniture needed to be kept away from heaters.

New parking passes had been distributed to owners. Alex Summerfelt stressed the need for new parking passes to be clearly displayed as parking regulations would be enforced. Short term rental guests would have temporary parking passes issued via the rental companies. Each unit had two parking spaces at any one time. The Snowmass public parking area did not permit overnight parking and that was strictly enforced during the Winter months for snow removal. Suggestions were made for enforcement of parking, including parking patrol, and the Board would continue to discuss parking regulations.

Alex Summerfelt was active in searching for new tenants for commercial spaces within the building. Storage space, within the building, was also being made available to owners for rent. Both would be revenue sources for the Association.

Alex Summerfelt confirmed new signage would be installed around the building. The old signage had been removed during the stucco project and signage regarding bicycles in the building would be replaced.

Alex asked owners to notify Toad of any lock changes to units. Alex explained a master key system had been implemented at a significant cost to the Association and any new locks/keys had to be compatible with the master key system.

Alex said at the end of the Summer owners would be asked to identify any bikes left in the racks or storage areas. Any bikes not claimed would be removed.

Concern was expressed about guests leaving trash around the building. Specific instructions for trash disposal needed to be made available for all guests. Additional signage would be added around the building and near the dumpsters. The Town of Mt. Crested Butte needed to provide additional trash containers at the Snowmass parking lot.

Alex explained the Board had approved a 2024/2025 Budget. The operating dues had increased by 0.71% and the capital dues, for future projects, had increased by 12% making a total increase of 3.77%. Some associations had experienced significant insurance premium increases. Alex said wildfire risk in Gunnison County, BBQs and wood burning fireplaces might increase premiums in the future. The Budget line item for insurance had been increased in anticipation of a premium increase starting later in the year. Alex confirmed Toad would continue to review insurance renewal options.

Alex encouraged owners to reach out to him with Budget or financial questions. Philip Miron explained the Board reviewed all invoices over \$1,500 and closely watched expenses. Alex confirmed Mt. Crested Butte Water & Sanitation District had increased utility charges significantly and the District needed to raise funds for deferred maintenance and capital projects. Repairs & Maintenance had been increased in the Budget to address deferred maintenance.

Alex explained the 2023/2024 Budget did not include funds for capital projects and the capital project expenses had been included in the Repairs & Maintenance and General Repairs line items which pushed those line items significantly over budget. The new Budget included funds for Capital Projects. Approximately 10% of operating income would go to the Reserve during the year.

Alex confirmed there would be a separate meeting in September or October to discuss the Capital Plan and the priority of projects. The Reserve Study would be updated. Electrical panels might need to be replaced in the near future and bids were being gathered.

Concern was expressed about the dues increase and special assessments for capital projects. The dues increase would be effective September 1, 2024. Alex Summerfelt would continue to research potential income sources for the building.

Alex confirmed the roof warranty had one more year and the contractor was addressing several different issues, chimney stacks, membrane and flashing. Prior to Winter it was the intention to have any roof issues repaired.

Alex said there were no current plans to open the Front Desk. Alex explained housekeeping or maintenance requests could be coordinated by Toad and owners would be invoiced for those services.

No motion to veto the 2024/2025 Budget was made and the 2024/2025 Budget was ratified as presented.

Alex confirmed the carpet in the lobby would be replaced with commercial carpet tiles. Additional tiles had been ordered so that damaged tiles could be replaced.

Alex explained two board members were willing to continue for an additional term and two additional owners had volunteered to join the Board. The Board had suggested expanding the Board to six so all four volunteers would serve. Three board seats would be three year terms and one seat would be for a two year term to fill a vacancy on the Board. Shay Williams and Kevin Atkinson introduced themselves.

At 12:02 p.m. Allen David made a motion for a temporary adjournment for a quick board meeting. Scott Richards seconded the motion and it was unanimously approved.

At 12:03 p.m. Philip Miron made a motion to reopen the annual meeting. Linda seconded the motion and it was unanimously approved.

A motion was made to appoint Allen David, Philip Miron and Shay Williams to the Board for three year terms. The motion received a second and was unanimously approved.

Concern was expressed about the lights by the Plaza sign as the lights were very bright. It was suggested the lights be turned off later in the evening. The Board agreed to discuss.

It was suggested a portion of the garage be designated for owner parking with orange tags. It was also suggested signage be added in the garage to warn of fines and/or cameras. Alex explained additional wiring would be necessary for cameras but the Board would discuss the suggestions at a future meeting. Scott Richards said the Board was also considering cameras in the common areas.

Alex said some owners had expressed interest in storage units and Alex would reach out to those owners. A couple of units were still available.

Alex explained there was a landline for units at the base area, initiated by Vail, which the Association was paying for. Alex agreed to research and cut off the service if there were no benefits for owners or their guests.

Scott Richards said he had researched other short term rental agents and would welcome discussion with other owners. Several owners said they had switched to Vacasa and it had resulted in significantly more rentals. Nightly rental rates were discussed and Vacasa might be interested in opening the front desk if enough owners used Vacasa as their rental agent.

Concern was expressed about short term rental guests bringing dogs when only owners were allowed to have dogs. How to enforce regulations and pet fees for dogs was discussed. Good communication from owners and short term rental agents was essential.

At 12:31 p.m. Mike Englehard made a motion to adjourn the meeting. Thor Hoppess seconded the motion and it was unanimously approved.

Prepared by Rob Harper, Toad Property Management