

**Wood Creek Condominiums Owners' Association**  
**Annual Meeting Minutes**  
**Saturday, June 24, 2023, 9:30 AM**  
**Conference Call**

**Call to Order**

J Sloss called the meeting to order at 9:37am.

**Roll Call/Establish Quorum**

Owner	Ownership Allocation	In Attendance	Proxy
WC101 - James & Deepa Lounsbury (Bart)	4.10%	Y	
WC108 - Buchanan	1.05%		Jeff Sloss
WC109 - Buchanan	0.60%		Jeff Sloss
WC201 - Kimbrell & Trusheim	4.10%	Y	<i>Joined at 9:55am</i>
WC202 - Joseph & Mary Derr	2.95%	Y	
WC203 - Keith Opat	2.90%		Wanda Kimbrell
WC205 - Casey	2.85%	Y	
WC207 - Schmidt & Bredsdorff	4.10%	Y	
WC301 - Stelzer	4.15%		Jeff Sloss
WC302 - Rogers	3.00%	Y	
WC304 - Barbara Amstutz	2.90%	Y	
WC306 - Moore	2.15%		Jeff Sloss
WC307 - Sloss	4.10%	Y	
WC403 - Charapata	5.40%	Y	
WC404 - Karen Lauren Kristen, LLC	2.95%	Y	
WC405 - Webb	2.95%		Jeri Webb Haggard
WC406 - Pharamond	2.20%		Barbara Amstutz
WC407 - Pharamond	4.15%		Barbara Amstutz
WC505 - Mt. CBRagan, LLC	5.40%		Dustin Charapata
WC507 - Sprowell	4.20%	Y	

A quorum was established with 59.20% of the membership in attendance or represented by proxy at roll call.

Also in attendance, Wanda Bearth, Matthew Hart and Sierra Bearth, Crested Butte Lodging & Property Management staff (CBL).

**Proof of Notice**

Proof of notice was mailed and emailed to all owners on June 10, 2023.

**Reading/Approval of Prior Meeting Minutes**

June 21, 2022

June 25, 2022

J Sloss made the following-

Motion: Waive the formal reading of the June 21, 2022 and June 25, 2022 meeting minutes and approve as drafted by CBL

2<sup>nd</sup>: L Noon

Discussion: None

Vote: Unanimous approval

## **Reports**

### Treasurer's Report

J Sloss reviewed some highlights of the report including that the snow removal budget went over this year following a large amount of snow accumulation. Snow removal was \$30,000 over budget, and the association has experienced operating losses over the last 4 years. The association no longer has operating reserves, so the Board had to approve a special assessment to cover expenses and have a small amount of reserves. He also mentioned the work needed around the complex including retaining wall and parking lot replacement due to the deteriorating condition. W Kimbrell reminded owners to forward their condo insurance to CBL per the rules and regulations.

### Financial Reports

#### Prior Year Audit- June 30, 2022

W Bearth informed the owner's that the full audit is posted to the association's website.

#### Current Fiscal Year

W Kimbrell pointed out that the association ended the year at a loss of \$22,818. The Board voted to borrow \$20,000 from capital to cover operating expenses. The loss was largely related to the snow removal expenses, and the operating account did not have reserves.

#### Excess Income Resolution

W Bearth informed the owners that there is no excess income this year so a vote is not required.

### Manager's Report

M Hart presented the following report –

1. Retaining Walls/Parking Lot -- After considerable downtime and lack of attention to the project by SGM, CBL reached out to SCJ Alliance to take over the engineering of the replacement retaining walls. CBL has collected everything from SGM and passed it along to SCJ for review and drafting of engineered construction drawings. The board has chosen concrete for the retaining wall medium so as to continue the look of the existing retaining wall at the building end of the railroad ties. Randy Sackett of SCJ is currently working in tandem with Darin Duran of CMT Technical Services to drill a few soil samples in front of the retaining wall for analysis.
2. Roof Access Door -- The roof access door was replaced after years of being in disrepair. The new door is a solid core wood slab door so it should last a good deal longer than the paneled particle wood door that was replaced.
3. Sauna -- CB Hot Tub was able to repair the men's sauna after replacing a wire insulator and some melted wiring. All other aspects of the men's sauna are working normally. Matt checked the sauna on 6-6-23 to verify everything was working. The breaker was turned off, but it's now functioning and ready for use.
4. Hot Tub – Graeme with CB Hot Tub was called out to fix a couple of leaks around the seals for the light and intake lines. This was causing the hot tub to lose a couple of inches of water every day. Graeme also replaced the spider valve on the top of the sand filter which had a bad seal, allowing water to discharge rather than recirculate into the tub.

5. Snow Removal – Following a couple of large years, CBL and Snow Team will be coordinating to make sure all egress windows are cleared after each storm and after the shoveling of the roof. There is growing concern over potential water damage caused by the excess buildup and storage of snow near the ground floor (2nd floor) windows on the North side. If snow is building on your balcony, water may find it's way inside as it melts. So, please keep your balcony shoveled.
6. Flue Replacement Project – Inside & Out Fireplace from Montrose installed 9 new zero-clearance fireplaces as well as replaced all chimney flues and chases from the firebox to the chimney cap. During the installation, they found that there were no firewalls installed between the floors in the chimney chases, so they installed proper materials to bring the chases up to code. Wood Creek is waiting for the town of Mt. CB to close out the permits to receive the performance deposit, but all work has been completed at this time.
7. CBL inspected, repaired and replaced window screens and screen doors on several units. At this time we are waiting on one custom ordered window screen to come in for unit 101.
8. Sewer Line Jetting – Al's Backhoe was called out a couple of times to jet the sewer lines for clog removal. 101 continues to experience more frequent than usual clogs in their sewer line. There was also a large obstruction in between units 404 and 405 that required cutting into the wall and replacing a section of pipe.
9. Paint – The tops of all of the deck railings on the first and second floor have been scraped and repainted to help refresh and improve the curb appeal of the lower units.
10. Renewals – CBL renewed all annual subscriptions including the website domain, CO Secretary of State, and DORA.
11. Common Element Re-Plat - The effort to replat the sauna areas and part of the conference room was not approved by homeowners last May. At the request of several homeowners, the Board considered petitioning the Court for a decision, but ultimately determined that method was not guaranteed and the legal fees could be wasted. The current direction is toward repurposing the conference room for lockers.
12. HOA Reminders –
  - a. Remodeling – You might not need a building permit from the town for certain renovations but you will always need to get approval from the HOA before performing any remodeling work that will involve any exterior modifications or significant interior work such as (but not limited to) plumbing or wiring or parking a dumpster on site.
  - b. Fire Extinguishers – Western Slope and Fire Safety will be recertifying the fire extinguishers this fall. We will notify all the owners of the date via email. Please have your fire extinguisher placed outside of your unit door on the day of recertification to cut down on the time and cost of the bill.
  - c. Keys – New owner, new code, or new lock, please ensure CBL has emergency access to your unit. In case of leak or other emergency, the Wood Creek governing documents require the property manager have access. CBL can make copies of keys free of charge.
  - d. STR – Please email [Sierra@CrestedButteLodging.com](mailto:Sierra@CrestedButteLodging.com) for HOA Approval to Short Term Rent
  - e. Website – The association's website is full of information!  
<https://www.woodcreeklodge.org/>
  - i. The website is a quick place to find meeting minutes, rules and regulations, insurance information and more. The password is: 400gothic

## **Old/Unfinished Business**

### Conference Room/Storage Lockers

J Sloss reminded the ownership that the sale of the conference room space was not approved by 100% of the membership, so the Board has looked into putting lockers in that space. M Hart shared a

schematic of storage lockers in the conference room space. He shared that some narrow ski lockers of 15"x18" fit 26 ski lockers comfortably, with ten 3'x3' lockers. J Sloss is estimating around \$9,000 of annual income from renting the ski lockers to Wood Creek homeowners. A Vance suggested bike hooks on any available space. L Noon inquired if there was enough demand within the membership to rent out all of the lockers. Several owners expressed interest in large lockers, and no one expressed interest in a smaller locker. A soft poll of owners showed the majority was interested in proceeding with a locker room. L Schmidt expressed interest in voting on selling the space again. The owners discussed having enough lockers for each unit to have a large locker, which would require expanding into to the old maintenance area.

## **New Business**

### 2023-2024 Approved Operating Budget Discussion

W Kimbrell noted that the association tries to keep dues low, but had to raise dues 10% this year to cover costs. The \$50,000 special assessment will be billed in August. This year total income is budgeted at \$294,709 and operating expenses are budgeted at \$262,567, with the remaining funds intended to create a small operating cushion. Part of the special assessment will repay the loan taken from capital.

### Account Reconciliation

#### Future Capital Projects

W Kimbrell pointed out that the parking lot work and retaining wall work in the budget is just an estimate and not bid yet. There will likely be a special assessment of \$150,000 for the capital work, billed in two parts, Q4 of 2024 and the second half in May of 2025. This assessment has not been formally approved by the Board yet, pending bid submittal, but the Board wanted to give the owners as much notice as possible. The membership discussed layout of the parking lot and working to achieve maximum parking in the available space. C Sprowell inquired about moving the dumpster closer to the road to reduce wear and tear. J Sloss shared that the Board does have some schematics to move the dumpster that they've reviewed, but the most cost-effective plan was keeping the dumpster in the same location.

### Capital Plan

#### Declaration Amendments

##### Section 1(D)(6)&(7), to Allow Alternative Use of Common Areas

J Sloss made the following-

Motion: Accept the amendment of Section 1(D)(6)&(7) as proposed in the meeting materials  
2<sup>nd</sup>: R Casey  
Discussion: None  
Vote: Unanimous approval of those in attendance and proxied, 66.20% of the total membership

##### Section 19, to Align with Policy for Quarterly Dues Collection

J Sloss clarified that the language would be corrected to align with current procedures of collecting dues quarterly

J Sloss made the following-

Motion: Adopt amendment to section 19 as presented in the meeting materials  
2<sup>nd</sup>: T Marston  
Discussion: None  
Vote: Unanimous approval of those in attendance and proxied, 66.20% of the total membership

## **Unscheduled Business**

J Sloss mentioned sprinklers and needed adjustments. J Sloss reminded owners they need to get Town approval before short term renting their units. He also reminded the owners that only owners and immediate family are allowed to have pets on property. D Charapata informed the membership that the Board looked into amending the rules to allow renters to have pets on property but ran into too many issues to make the rule feasible.

## **Board of Directors Election**

### One Three-Year Term Expiring

J Rogers nominated J Sloss  
J Spowell 2<sup>nd</sup> the nomination.  
Unanimous approval.

## **Establish Date of Next Meeting**

J Sloss made the following-

Motion: Hold the next annual Wood Creek Owners meeting Saturday, June 22<sup>nd</sup>, 2024 at  
9:30am MT  
2<sup>nd</sup>: W Kimbrell  
Discussion: Not father's day weekend  
Vote: Unanimous approval

## **Adjournment**

J Sloss made the following-

Motion: Adjourn the meeting  
2<sup>nd</sup>: W Kimbrell  
Discussion: None  
Vote: Unanimous approval

The meeting was adjourned at 12:22pm MT.