

**PARK PLAZA CONDOMINIUM ASSOCIATION
MINUTES
ANNUAL MEETING
January 22, 2019**

The annual meeting of the Park Plaza Condominium Association was held at The Beaver Creek Lodge, 26 Avondale Lane, Beaver Creek, Colorado on January 22, 2019 at 3:00 p.m.

Board members in attendance: Charles Kafadar, President, Les Baledge, Jeff Deem, Commercial Director, Julie Timparo, General Manager and Matt Szmyd, COO and Property Manager

Owners in attendance: Stephanie & Troy Eubank, Ross Taylor, Jeri & Charles Hurst, Shari & David Vines, Dr. Cameron Shearer, Ursula Kafadar, James & Cheryl Fairchild, Kristine Moore, Sarah & Andrew Jagger, John Westerberg, Steven Torok, Susan & Mr. Josephs and Mina Baledge.

Other: David Firmin, Esq., Altitude Community Law P.C., Andrea Cicero, Legal Assistant, Altitude Community Law P.C., Paul Backes, CPA, CGMA, McMahan and Associates, L.L.C.

Call to Order: 3:00 p.m.

Introductory Remarks: Mr. Kafadar introduced Mr. Firmin and announced Mr. Deem as the nominee for the Commercial Director seat.

Determination of Quorum: Mr. Szmyd confirmed that, of the 72 proxies needed for quorum, 105 proxies were recorded in addition to the owners present and on the phone, for a total of 124 units represented.

Consideration of Minutes of the Previous Meeting: Mr. Kafadar made a motion to waive reading of the minutes for the January 24, 2018 annual meeting and Mr. Baledge seconded. **Motion passed unanimously.**

Election of Board Seat: Mr. Deem was running unopposed. **Mr. Deem was elected.**

Management Report: Mr. Szmyd provided an update on the ongoing elevator issue. All elevators are now in working order. The Association is off to a good start for the season with the early arrival of snow. The Association remains the #1 rated property on TripAdvisor, and has maintained its Platinum rating with Vail Valley Lodging.

Mr. Szmyd discussed operations, completed projects and projects that will be completed. The 5th floor condominium hall bathrooms were remodeled. The 3rd and 4th floors will be completed within the next 2 years. All wood burning fireplaces were replaced with gas fireplaces. The roof gutters and downspouts have been replaced along with sectional replacement of the underlayment, which will help to preserve the roof. The Association is now looking to remodel the lobby area to increase seating, improve events held there and make general upgrades to the furniture. Discussion over the type of décor and design for the lobby remodel. An owner suggested implementing a Design Committee. Mr. Szmyd advised he has solicited designers and would be interested in creating a Committee and requested all interested owners email him if they would like to participate.

Mr. Szmyd confirmed the Board completed an updated reserve study and the results were explained in a May 3rd homeowner letter. The audit of the 2018 financials was also completed. Mr. Szmyd outlined the future Reserve Expenses, noting the allocation for furniture, fixtures and appliances related to the lobby area remodel, as well as replacing the sofa and loveseat in the living room. Mr. Kafadar advised that the Board implemented more accurate accounting methods for fiscal year 2019, which were developed over the past 3 years to better align with the declarations. The windows are scheduled to be replaced over the next 5 years. An owner inquired if all the windows would be replaced at the same time. Mr. Kafadar confirmed the sun exposed windows will be replaced first. The goal is to get the most life out of the windows. Discussion over the new windows altering the current appearance of the buildings.

Mr. Szmyd confirmed the Association still has the lowest annual dues per week used and is one of the few Beaver Creek Properties that has never had a special assessment in its history.

Discussion on the current rental program, units sold and what happens to guest deposits when they do not show. Ms. Timparo reported no issues with the current rental program or the number of units sold. Ms. Timparo advised she cannot advise on the deposit issue as they do not encounter that. Mr. Szmyd commented that a collected no-show deposit would be treated the same as a reservation, with the rental revenue going to the owner as if the guest actually stayed.

Audit Report:

Mr. Backes discussed the provided audit report and gave a breakdown of what was audited. Next year's report will break out costs in greater detail. He has been working to verify all of the Association's numbers, reviewing liabilities, reviewing advanced deposits to put statements together for everyone's review. Mr. Backes confirmed that Association's current books are "very clean". Mr. Backes confirmed the reserve plan is in place. Mr. Backes pointed out that replacement expenses did cause the deficiency of revenues over expenses, but overall, the audit report is positive.

Owner inquired if Association's performance is above or below average of other Associations. Mr. Backes confirmed the Association's records are very clean with all correct processes in place.

Discussion regarding the pursuit against Otis for the down payment monies. Mr. Kafadar stated the best course of action for the Association is to take no further action against Otis.

Owner commented on the Association's credit card and Mr. Szmyd confirmed they are using the same FirstBank Corporate Business card, with the same stipulations as was explained at the annual meeting last year.

Reserve Expenditures:

Mr. Szmyd requested a motion to approve expenditures. The motion to approve expenditures was made, seconded and approved by the owners in attendance. **Motion passed unanimously.**

2019 Budget:

Mr. Kafadar introduced Mr. Firmin and praised Mr. Firmin and Altitude Community Law's work. Mr. Firmin reported no legal issues and confirmed the Association is a pre-CCIOA community, but is subject to some CCIOA provisions. Mr. Firmin advised owners will need to ratify the 2019 budget.

Mr. Szmyd requested a motion to approve the 2019 budget. Mr. Westerburg made the motion to approve the 2019 budget. It was seconded and approved by the other owners. **Motion passed unanimously.**

Open Discussion:

Management will investigate installing an electric car charging station; need to ensure it will not impact current limited parking. Owners have suggested improving quality and presentation of food. Offering more hot breakfast options requires an upgrade to the kitchen prep area, which can be upgraded at the same time as the lobby. Improving the lobby is the more important focus right now.

Discussions regarding the reserve study. The Association has a multi-year plan which preserves cash reserve, as they attempt to complete projects while also maintaining a reserve.

Discussions over potentially changing the date and time of the annual meeting. The goal is to maximize attendance. After multiple suggestions, it was agreed to keep the meeting on a weekday in the late afternoon.

Discussion on how rental program is going. Ms. Timparo advised January was down, but it looks on par for the rest of the winter season and confirmed most owners rent through the Association. Mr. Szmyd confirmed the Association is working on improving advertising. Gas increases are being monitored carefully with the replacement of the fireplaces to gas burning.

Discussions regarding the installation of a television, or projector device, in the living room area. Owners request option to leave suggestions on Association website and for additional information to be posted. The Board is willing to look into updating the website and will be posting all important information for access on the website.

Adjourned:

Mr. Kafadar made a motion to adjourn and Mr. Baledge seconded. **Meeting adjourned at 4:28p.m.**

Submitted by:
Andrea Cicero
Legal Assistant
Altitude Community Law P.C.