

**MINUTES
ANNUAL MEETING
LAURELWOOD CONDOMINIUM ASSOCIATION (LCA)
LAURELWOOD UNIT SERVICES ASSOCIATION (LUSA)**

**March 8, 2018
Top of the Village Conference Room
Snowmass Village, Pitkin County, Colorado**

The President of the Associations, David (Jake) Jacobsen, called the LCA meeting to order at 4:08 P.M., Thursday, March 8, 2018, for the purposes of electing members of the Boards of Directors and conducting appropriate business. Diane Schlough advised that Jami Downs, Laurelwood manager, confirmed that requirements for a quorum were met by attendees and proxy.

Jacobsen requested a motion to convene the LCA and LUSA meetings concurrently. Ed Cort so moved; Leslie Jenkin seconded. The motion was unanimously approved.

Jacobsen noted that both candidates for the open board positions were unopposed and requested a motion to hold the election of two board members by acclamation. Jenkins so moved; Jane Lucas, seconded. The motion was approved. Kathy Kridel and Ed Cort were elected by acclamation to two-year terms (2018-2020) as LCA and LUSA board members.

Jacobsen requested a motion to approve the minutes for the previous annual meeting on March 9, 2017. Leslie Jenkin moved to accept the 2017 annual meeting minutes; Ed Cort seconded. The motion was unanimously approved. Note: An Addendum to the March 9 2017, Annual Meeting Minutes was issued on June 27, 2017, to correct the minutes to read as follows:

The motion to convene the LCA and LUSA Meetings concurrently was approved by a majority with one descent by a member who was present at the 2017 Annual meeting.

Jacobsen requested additions to the March 8, 2018, annual meeting agenda; none offered.

Next, Jacobsen requested that all members in attendance introduce themselves before proceeding with the meeting agenda.

Report and Comments by the President, Dave Jacobsen:

Jacobsen stated the Laurelwood was experiencing a strong year. Early season weather was not good but improved back to normal conditions. Reservations were going well. The owners are continuing to upgrade units, which ultimately benefits all.

Jacobsen stated that there were two important topics to bring before the Laurelwood owners.

Demand for Employee Housing Issue: Jacobsen first introduced the important topic of the increasing and on-going demand for employee housing. He used the Willows and the Shadowbrook properties as examples of Snowmass condominium complexes experiencing a concerted effort by investors to buy units to convert to employee housing units. The Laurelwood Board has been researching methods on how to counteract such market efforts.

Jacobsen discussed the possibility of a motion to approve a resolution to preclude full-time residency in Laurelwood units and instead limit residency to less than one year. Under current discussion by the Board is the establishment of a reasonable time limit, such as 180 days, with a stipulation for Board approval for any requested exemptions to the residency time limit.

At this point, Jacobsen reminded the owners that the Laurelwood is defined as a resort condominium property. He also noted that currently six Laurelwood units are not enrolled as members of LUSA.

The Board's plan for this annual meeting is to not adjourn the meeting at the completion of the meeting agenda items. Instead the Board will continue the annual meeting for a period of 30 to 45 days in order to allow time for all owners to join in this conversation and to then consider a final vote on the proposed resolution to limit residency to 180 days.

Laurelwood Rental Policy Change: The second important topic for discussion is a potential policy change regarding the rental of Laurelwood units by entities other than LUSA. Specifically, who or what entity rents the Laurelwood units involves key issues. One important issue is safety for occupants of our property. In 1974, the Laurelwood established that LUSA would handle all rentals, but this policy was never enforced over time. Today, the Laurelwood staff maintains a 100% occupancy list at all time for fire marshal purposes. Potentially, the Laurelwood has a significant liability for "unknown" occupants. The Board is proposing to require:

1. Information on owners doing rentals or through their agents, including registering this information with the front office;
2. Require that the renter check-in at the front desk;
3. The renters will use front desk services for check-in, parking, firewood, and spa towels.
4. The unit owner will be assessed a check-in fee for their renter.

Owner discussion and input on this topic ensued. At the conclusion of discussion, Herb Ecker, motioned to advise the Board to move forward with the details on establishing the policy change; Jenkin, seconded. Motion was approved unanimously.

Report of the Treasurer, Ed Cort:

Cort reviewed prepared data analysis charts detailing LCA expenses and income. Next, Cort reviewed several charts on LUSA data, namely, Expenses vs. Income; Daily Use Charges, and LUSA assessments. Cort indicated that the charts provide a clear look at assessments that have been well maintained. Cort stated that the Capital Reserve is well maintained and meets required parameters. The Laurelwood has established a good track record in recent years of accomplishing property improvements and maintenance without special assessments.

Report of Manager, Jami Downs:

Downs announced that a Laurelwood owner's son qualified to compete on the U.S. Olympic Team. Congrats to Jake Pates.

LCA:

Downs reported that numerous property repairs and improvements were completed during the past year:

- Resurfaced the hot tubs;
- Added a Code Entry device to hot tub gate;

- Added glycol to extend the life of the boilers;
- Replaced the front entry concrete walk outside the front office and replaced the wood poles with metal poles, with the final finish work left for this spring;
- Replaced all outside and interior hallway lights with LED bulbs;
- Replaced some door mats and runners;

Downs indicated the interior hallway carpet and balcony carpet needs to be scheduled for this year.

The TOSV town council voted 3 to 2 to deny the Sonneblick's garage construction request.

Downs advised that several owners have requested new research into the possibility of converting to gas fireplaces.

Downs distributed a meeting packet to provide owners with pertinent details on Laurelwood and Snowmass Village.

Regarding one key packet item, Downs announced that Colorado law for condominium associations (CCIOA) requires property managers to teach and advise owners about the state condominium property regulations. In regard to this legal requirement, Downs reviewed and highlighted for the owners Section 38-33.3-308 which specifies the conduct for HOA meetings.

The packet included updated data on the several units for sale and the units that had sold and closed in the last year.

LUSA:

At 1.5 million, this was a record breaking year. Downs believes we should be able to do the same this year. Rental rates are flat with the previous year, so the rentals are holding even with the fact that Colorado has received 72% of normal snowfall for the year. Downs is now focusing on summer bookings. Downs pointed out that Snowmass has two new on mountain attractions for guests to enjoy. Downs is proposing a two-night minimum policy for summer weekends. The average summer stay the past year was 1.2 nights, so the two-night minimum is needed.

Downs reviewed the spectrum of marketing initiatives and noted the increase in outside booking sources.

Downs reviewed the total property summary for room nights, revenue, and average daily rate.

Downs advised that the Laurelwood rating on Trip Advisor and other internet sites remains high and very positive. Downs noted that the most common negative input is "outdated rooms."

Downs advised that cities, including Aspen, are considering charging tax on property owners renting their units via the internet.

Downs displayed and reviewed a video showing the new Snowmass Base Village properties currently under construction.

This concluded Downs' presentation to the owners.

Jacobsen announced that the Board, as previously stated, agreed to continue the 2018 Annual Meeting to a future date to be determined and announced to the owners. Jacobsen requested a

motion to continue the meeting. Jenkin so moved; Kridel seconded. The motion was unanimously approved.

All in attendance were invited to remain to join in the Annual Potluck dinner which was then set up in the Top of the Village conference room.

**MINUTES
CONTINUATION OF THE ANNUAL MEETING
LAURELWOOD CONDOMINIUM ASSOCIATION (LCA)
LAURELWOOD UNIT SERVICES ASSOCIATION (LUSA)
VIA TELEPHONE MEETING SESSION
APRIL 27, 2018**

The President of the Associations, David (Jake) Jacobsen, convened the continuation of the LCA and LUSA Annual Meetings of March 10, 2018, at 3:02 P.M. (MST) Friday, April 27, 2018, for the purposes of considering the proposed Amendment to the Declaration. The notice for the continued meeting date and time issued to owners invited owners to join in the telephone meeting session.

All board members were in attendance: David Jacobsen, Kathy Kridel, Ed Cort, Leslie Jenkin, and Diane Schlough. The Laurelwood manager, Jami Downs, Attorney Paul Taddune, and several owners were also in attendance.

Downs confirmed that with attendees and proxies a quorum was established.

Jacobsen explained the basis for the proposed amendment and outlined the primary aspects of the resolution to amend the Condominium Declaration.

Discussion commenced and Jacobsen invited comments from the ownership. Darwin Lindner, referencing an attachment to a letter from Jacobsen previously sent to all owners, expressed his concern with the proposed specific number of days limit of 180 days citing it could not produce the desired result. Other owners commented this was an interesting point. Jacobsen advised that the Board had discussed several options for a time limit such as 90 days, with special exceptions subject to Board approval.

Jacobsen advised that the proposed 180 days could be adjusted to a different time frame. At the same time owners expressed that 90 days might not be the best solution either. Discussion focused on not greater than 45 consecutive days for each calendar year with extension of this limit be subject to Board approval, which was suggested by Darwin Lindner.

Paul Taddune reminded the Board and owners that Sections 9.1 and 9.2 cover variances subject to Board approval.

Owners indicated agreement to the proposed amendment. Darwin Lindner made motion to modify the amendment to limit occupancy to 45 days, agreeing to the language suggested by Paul Taddune. The motion passed unanimously. Jacobsen advised that all current owners are grandfathered in and not subject to occupancy restrictions. New owners would be subject to the new amendment to the Declaration.

Jenkin motioned to pass the Resolution as stated with amendments as stated. Kridel seconded. The motion was approved unanimously.

Jacobsen advised that the approved Resolution to Amend the Condominium Declaration for the Laurelwood Condominiums to Confirm the Project for Short Term Non-Permanent Residential Uses would be prepared by the Association(s) attorney, executed by officers of the Association, and recorded in Pitkin County as required.

Cort moved to adjourn the Annual Meeting continued by telephone session on April 27, 2018. Kridel seconded. Approved unanimously.

The 2018 Annual Meeting adjourned at 3:35 p.m. (MST), April 27, 2018.

Respectfully submitted,

Diane Schlough
Secretary, Boards of Directors, LCA and LUSA