

**MINUTES
GATEWAY CONDOMINIUMS
MEETING OF THE BOARD OF DIRECTORS
THURSDAY, DECEMBER 17, 2020 – 4:15 P.M.
VIA CONFERENCE CALL**

Present: John Gavras
Jean Woloszko
Neil Gamblin
Steve Figlewski
Greg Cielinski
Eileen Swartz
Ron Fenstermaker
Bart Williams
Michael Steinberg
Karen Theel and Lee French
Mike Smith
Roger Rolfe

The meeting was called to order at 4:15 pm and Jean confirmed there was a quorum.

Neil made a motion to approve the minutes of the November 12, 2020 meeting. John seconded the motion and it was unanimously approved.

Jacob With, Association's legal counsel, had confirmed a surveyor needed to measure the storage closets and then a plat would be prepared to show Unit ownership of those spaces. Toad had contacted a surveyor to start the process.

Jacob With had prepared settlement agreements for Units 201, 203, 204, 404, 301 and 302 to change the storage closets next to their units into Limited Common Elements. A renewable and transferable 10 year lease at \$1 per year rent had been prepared for Unit 304 as paperwork was not available to show the owner of Unit 304 had use of the closet for more than 18 years. John made a motion to move to accept and move forward with the paperwork prepared by Jacob With. Steve seconded the motion and it was unanimously approved. Jean explained owners would sign those documents before a Notary Public and Jacob would prepare the documentation to record with the County.

Jean explained a letter had been emailed to all owners notifying them of the anticipated dollar amount for their portion of the remodel costs. Twelve owners had said they would pay the special assessment as a lump sum and four owners would use the Association construction loan. The four owners would have the opportunity in January 2021 and January 2025 to make a lump sum payment and Community Banks would recalculate the loan on the reduced amount and lower the Association's payments accordingly. Owners would be receiving a detailed record of the work completed and the cost so owners could present that information to their insurance company for reimbursement, if their policy included that coverage. The four owners financing the construction work through the Association loan from Community Banks would have a monthly assessment until the loan was paid off. If one of the four owners defaulted on the repayment a lien could be filed against their unit. If a unit sold prior to the loan being paid in full for that unit the entire outstanding balance for that unit would be payable at closing. John made a motion to assess all owners the special assessment for the construction work once the final amount was known with a regular assessment, payable monthly, for the four owners who would not pay the entire special assessment as a lump sum. Steve seconded the motion and it was unanimously approved.

A very specific Snow Removal Plan had been prepared which would hold the contractor liable for damage to the roof. After discussion it was agreed to remove the clause holding the contractor responsible for damage to the roof. Jean made a motion to hire Pete Oeflein to shovel snow from the roofs with Toad shoveling snow from all other areas. Steve seconded the motion and it was unanimously approved. Pete was willing to repair any damage caused during snow removal by his crew and the roof warranty would be reviewed to make sure any roof repair would not void the existing warranty on the roof.

Greg said a punch list had been sent to ASR, the contractor for the remodel, and ASR had submitted a detailed response itemizing work that would be completed by December 18, 2020 and weather dependent items to be addressed in the Spring. Greg said the deadline of December 18 was now changed to December 23rd and some items December 27th due to weather or delivery delays. Greg explained the timelines, given by ASR, for the outstanding projects. Construction materials stored in the garage were being removed to open up the parking spaces. Greg said lights on the balconies would be delayed and Greg agreed to send the Board a photograph of two light fixtures already installed so a final decision on the light fixtures could be made. Exterior light fixtures on the stone would need to be changed as the initial selection worked well on stucco but not on the stone. Greg agreed to circulate some photographs to the Board.

Greg said the punch list should be updated in January and the list then circulated to owners so there would be a comprehensive list available to ASR in the Spring.

Greg said Sundial were still working at the property and Greg said he was waiting for an update.

Greg explained electrical work for additional outlets and the breaker panel in the garage. The breaker panel replacement would be approximately \$10,000 and the 11 outlets would be \$250 each. A long discussion followed regarding outlets in each storage units. Neil made a motion to proceed with the installation of one outlet in each downstairs storage unit (north end of the garage) and rules would be drafted in January 2021 regarding appropriate uses of the outlets in storage units. Jean seconded the motion and it was unanimously approved.

Greg said Martin & Martin and Jim Jose had changed the layout of the 17 ski lockers. Greg explained the change had been necessary due to vents, hose bibs, beams, etc.

Once ASR and Sundial completed the immediate list of outstanding items there should not be an impact on owners and guests in the building during the ski season. It was agreed to follow up with Sundial so all units had internet and television service by Christmas. Construction materials needed to be moved from the access to the ski slopes and Neil agreed to follow up. Hunter of ASR would require personal access codes for the entry doors before the installation of the locks next week. Jean explained the operation of the new locks and said the locks were designed for an access code and there would be one key per lock and that key would be held by Toad. Owners would need to coordinate with Hunter of ASR if their unit would be occupied next week. Jean said he would update owners once the new locks were received.

Jean said several owners had either submitted a portion of the construction special assessment or would pay by the end of the year. The four units using the financial option would make their first payment by January 10 and monthly after that.

Scott said a financial report through the end of November, 2020 had been circulated to the Board and the Association was running approximately \$7,000 under budget for operating expenses, not including construction/remodel costs. The line items for Legal and Repairs and Maintenance were over budget.

Jean said COVID-19 regulations made the safe operation of the hot tub difficult. Two options were to keep the hot tub closed for the season or implement a reservation system. After discussion John made a motion to close the hot tub until the end of the ski season however the Board would continue to review and open the hot tub when they felt it could be done. Neil seconded the motion and it was unanimously agreed.

Jean said a firepit between Buildings 1 and 2 had been discussed. It was agreed to speak to the Town to determine current regulations and discuss potential liability with the insurance company. A firepit would be discussed at a future meeting.

The meeting adjourned at 6:00 pm.

Action items summary

Items	Owner
1. Continue with plat amendment	Jean
2. Storage closet settlement agreements for 6 units and lease for 1 unit	Jean
3. Confirm special assessment amounts in letter to owners, collect special assessments	Jean / Toad
4. Hire Pete Oeflein for roof snow removal. Amend Snow Removal Plan. Review roof warranties.	Neil
5. Close hot tub	Toad

Prepared by Rob Harper,
Toad Property Management