

# DRAFT Minutes

Gateway Condominium Association Inc.  
Executive Board Meeting  
April 15, 2019 4:15 PM (Mountain Time)  
Toad Property Management Office  
318 Elk Ave. Crested Butte, CO 81224

In attendance via phone:

Board Members:

John C. Gavras, President  
Jean Woloszko, Vice-President  
Jennifer Hoeting, Secretary  
Steve Figlewski, Treasurer  
Eileen Swartz, member

Restore Gateway Subgroup

Greg Cielinski, Chairman  
Neil Gamblin, member  
Jean Woloszko, member  
Roger Rolfe, member  
John C. Gavras, member

Toad: Jim Ruthven

Other owners attending: Mike Smith (101), Geof Givens (303), Bart Williams (102), Ken Bush (401)

Note: these minutes are a summary of the meeting. No notes are direct quotes.

## MEETING AGENDA

- I. Call to order, roll call, quorum, approval of agenda.....John Gavras
- II. Approval of March 21, 2019 minutes.....Jennifer Hoeting  
Tabled: Computer glitch so minutes are currently not available.
- III. Restore Gateway Subgroup Update.....Greg Cielinski, Chairman
  - (a) Martin/Martin update..... Cielinski  
Martin/Martin is an architect and construction engineering firm. Based in Denver. Have done a lot of work in the Colorado mountains.

April 1: architect/contractor visit. Cut into the stucco in 10-12 places. Removed some of the brick under the walkway, etc. Examined the glulam beams (what we see inside our units).

Overall: there are issues, but the building is structurally sound. Water issues due to old windows due to lack of flashing. New windows are probably ok. Glulam beams were not properly waterproofed. Stucco ok away from these areas.

Need to remove the stucco (exterior): They will offer 2 design options: (1) more modern version of our current siding. Near the ground will use a less permeable material (2) replace stucco with some sort of plank system. New look and could be less maintenance. Restore committee will compare cost, looks, and future maintenance.

Mid-May: hopefully the plan will be ready. After that, committee will send the plan to several contractors. 8 contractors selected (4 Denver, 4 CB/Gunnison). Goal is to start the major work in spring 2020 (April or May).

Scope of work (anticipated): Some buildings may be useable for parts of summer 2020.

- Remove balconies and stucco. Remove all windows. Repairs any beams. Deal with any other problems such as mold. Install new water proofing around exterior and flashing. Reinstall any newer windows. Replace any windows that are old. Install the new cladding system. Reinstall the balconies (use the old balconies).
- Exterior walkways: remove bricks. Add new waterproofing. Add new materials for the walkways.
- Other issues: Perhaps include some regrading slopeside. Some plumbing lines may need to be replaced. Vertical beam support in unit 201.

Discussion: some of the issues that KD Construction brought up at earlier meetings such as new balconies are not supported by any of the current firms currently involved in the project.

(b) Unit 101: remarks and motion

Mike Smith (101): Where does my unit fit in the current scenario? What would be the timing?

- Windows have not been replaced. He is willing to pay for new ones.
- He wants to be able to rent out his unit ASAP. He has already lost one ski season.

Jean:

- we all agree that you have been very patient. Don't replace the windows until next summer. We might be able to restore your unit either minor (not rentable) or when we do the bigger remodel.
- Propose that the board accept that we restore unit 101 to its original state. Not sure what would happen with the trim around the windows.
- We have a quote for this restoration. ~\$32,000 quote from KW Construction. Try to get it done before July, but need to start ASAP. Question: who can supervise the project?

Steve: how much damage will there be to the inside of the building when they do the outside? Hopefully little disturbance except for plumbing. In practice there may be more disruption when they find damage when they open the exterior. Greg: for Mike's place things inside look in good shape so it seems ok to do this construction now.

Jennifer: Mike's unit redo should be paid for by insurance for the most part, right? Answer: yes. There may a few details that will go to the larger remodel.

Jim (Toad): Matt from Toad can examine tomorrow and look for a contractor.

Motion: propose that the board agrees to restore the unit to its original state. Toad manages the project. Starts ASAP. Goal to finish before the end of June. (Jean/Steve). Approved.

(c) Unit 201 Remarks and motion

Neil Gamblin (201)

- Only windows are 2 sliding glass doors at ground floor.

- He has agreed to hold on the construction to his unit until the rest of the building is repaired (likely starting in spring of 2020).
- Neil is proposing to add balconies to his unit that look like the balconies for the rest of the building. HOA would not incur any additional costs due to new window/balcony configuration.

Motion:

1. Fix plumbing problems in unit 201 now - spring 2019. This may affect the other units in building 200. This is maintenance and is not part of the exterior construction described by Greg above. Should be able to be handled by Toad. Main drain line has a leak which needs to be fixed. We may need to replace that entire plumbing line.
2. Motion: approve unit 201 balcony (as long as the city approves it). Approved unanimously.

(d) Remarks/questions from any Gateway owner

Jean: proposed that we include in the minutes all the action items and determine who is responsible for each action item.

Steve: any idea of the total cost for the construction (residing, etc) project? Greg: more than \$1 mil probably less than 2. No realistic estimate until we get the architect.

Eileen: Steve is an expert in finance so we should be using his expertise on that. Steve: I would like to be a part of the finance plan.

IV. Financial Report (thru March).....Jim Ruthven, TOAD  
(the financial report will be forward under separate cover)

- 75% of the budget year is completed. Expenses are at around 65%. He estimates that we'll be slightly below budget on June 30.
- Board meeting expense: That's for conference calls. We should switch to a service that is free. Jim: Toad is working on that.

V. Replace lights in garage with LEDs.....Jim Ruthven, TOAD

- 18 out of 27 fixtures in the garage are not working. Proposal to replace with LED. Quote from CB electrical: \$178/unit for florescent. \$237/unit for LEDs. Matt believes we can replace 10 of them for sufficient lighting. To replace 10: Approximately \$2400.
- Discussion: should we replace only a few of them due to the construction? This was not supported by other board members.
- Motion: replace 10 lights with LEDs. Passed.

VI. Insurance Release Claim.....John C. Gavras

Our attorney is working on it. John will email an update as soon as he has talked to the attorney. History: insurance wants to reimburse us at almost about 1/2 of what we are owed.

Repairs to Mike's unit will currently come out of capital expenses until we can get the insurance reimbursement.

VII. Other business

- Motion: Cut down 2 dead trees in front of Roger's unit (building 2) Two aspen trees slopeside. And communicate with all owners a proposal to cut down all live trees adjacent to the building to get a consensus of all the owners. Approved.
- Overdue payments from unit 304: Discussed overdue payments from unit 304. John will call again. We discussed doing a lien as they currently owe over \$9000 and have paid over \$300.

#### VIII. Action items

1. Refurbish unit 101.
  - Toad get started on 4/16/19 – seek contractors.
  - Provide status reports every 2 weeks.
  - Goal: done by end June 30
2. Repair plumbing issue in building 200.
  - Toad: seek a contractor and start the repair.
  - Background: All the kitchen drains in building 200. Somewhere above unit 201 there is a substantial leak.
  - Goal: done by end of June.
3. Cut down dead trees.
  - Toad: will examine the trees – how many are dead and where are they located? (Roger will have more info). Do any of the live trees need trimming away from the building? See, for example, the live trees in front of building 300.
4. Lights: replace 10 garage lights that aren't working with LED lights
5. Insurance: John will report to the board about the status with our claim to the insurance
6. Unit 304 overdue payments: John will contact the owners again and convey that they need to pay ASAP. The board has discussed that we may put a lien on the unit if the dues are not paid immediately.

VIV. Meeting adjourned around 5:45 pm (?)

Next Gateway HOA Board Meeting....June 13, 2019, 4:15 p.m. Mountain time..... John Gavras

Call-in instructions:

866-228-9900

code 807617#

background noise on your end: depress \*6 (this mutes your phone)  
to unmute your phone: depress \*6 again.

4/10/19 email from John Gavras

**John Gavras**

Apr 10, 2019, 10:52 AM  
(5 days ago)

to kc4jbush, Bart, Eileen, French, Greg, Jamie, Jamie, Jean, me, Joe, John, Karen, Libba, Michael, Neil, Roger, Ron, Shan

The Gateway Board will meet next week, subject above. ALL GATEWAY OWNERS are invited to attend the meeting either at the TOAD offices or by phone; call-in instructions are the last note at the end of this communication. Allow me an emphasis: owners are

invited, no encouraged, to attend, listen and provide comment where indicated on the agenda. The following agenda will reveal this meeting to be the most important for owners to grasp and understand the many weeks of research and deliberation the Restore Gateway Subgroup (small working group of the Restore Gateway Committee) have put forth to plan solving many Gateway issues. This will be the owners' chance to hear first hand possible decisions that maybe forthcoming.

On another note please be advised architects, construction professionals and others have expressed the probability most of our problems are the result of the infiltration of water as a result of windows not having flashing or for other reasons (age, current installation deficiencies, etc.). Accordingly it is important to eliminate the infiltration of water mentioned, therefore, we need to know if owners have replaced unit windows/doors. Way before construction begins, it is important to know window/door replacement. We're asking owners to provide us with at least the minimum knowledge that you have replaced windows/doors. Please know when the project is completed, ALL WINDOWS/DOORS must be leak proof; it doesn't make sense to spend large sums of money to fix Gateway only to have some windows/doors that leak. If you are planning to replace your windows/doors before this construction period (within very near future) be aware of the following and plan accordingly: the outside of the window must match the outside building color. For the window inside the unit, if you desire a color matching the inside décor of the unit; that is another consideration to be in your thinking when ordering your windows/doors. Obviously windows/door cost thereof, are the responsibility of each owner. Emphasizing again the end result must be a leak proof window/door; our designated construction company will be expected to assure that result.

One last note: the following agenda is structured to give you as much information as possible; that's my round-about-way of saying no time limit will be set for the meeting's duration. The meat of the agenda will be at the beginning (we will start promptly at 4:15 p.m., subject above).

The board meeting is NOT constructed to debate, solve/explain past history or start over from the beginning on any issue. The Subgroup has researched the content to be communicated every-way-imaginable. The board meeting is to inform you of the Subgroup's work. There are a few agenda items requiring action on financial considerations. Questions/comments are welcomed at designated times noted in the agenda. The Subgroup is hopeful many, if not all, owners will take the time to call-in.