

**MINUTES
GATEWAY CONDOMINIUMS
MEETING OF THE BOARD OF DIRECTORS
TUESDAY, AUGUST 17, 2021 – 4:30 P.M.
VIA ZOOM**

Present: John Gavras
Jean Woloszko
Neil Gamblin
Greg Cielinski
Jamie Downing
Jordan Brandenburg, Toad Property Management
Eileen Swartz
Roger Rolfe

The meeting was called to order at 4:32 pm and Jean confirmed there was a quorum with all Board members participating.

Neil made a motion to approve the minutes of the July 15, 2021 meeting. Greg seconded the motion and it was unanimously approved.

Jean said he had met with Law of the Rockies to discuss the issues with ASR and at the present time no additional action would be taken as ASR were completing the punch list of outstanding items. If we wanted to take any legal action, Jacob With would be the right person.

The amendment to the rules regarding construction noise will be released together with the amendment regarding fire extinguisher to be discussed during this meeting.

Jean said the Fire Department recommended every unit have a fire extinguisher (5 lbs. ABC Dry Chemical) but said only units short term renting were required to have at least a 2.5lb fire extinguisher in their unit and serviced each year. Jean explained Western Slope Fire serviced fire extinguishers for \$10 each. When Western Slope Fire services the 10lb fire extinguisher in the garage interested owners could place their fire extinguisher outside of their unit and Western Slope would service that extinguisher and individual owners would pay the \$10 charge. Jean suggested amending the rules to read as follows: The HOA strongly recommends that Fire extinguisher of minimum size and rating of 5 lbs. ABC Dry Chemical are installed in each unit and are maintained on a yearly basis in said units, whether you are selling or renting your condo. The HOA is not responsible or liable for regular checking of the fire extinguishers. However, the management company can coordinate the maintenance of the fire extinguishers by an outside qualified company for those who desire to do so.

John suggested amending the size to 2.5lbs in accordance with Town's short term rental regulations and it was agreed in units that were not short term rented the fire extinguisher(s) could be stored in a closet and the fire extinguisher did not have to be clearly displayed.

After discussion Greg made a motion to amend the rules as follows, Neil seconded the motion and it was unanimously approved:

The HOA strongly recommends that Fire extinguisher of minimum size and rating of 2.5 lbs. ABC Dry Chemical are installed in each unit and are maintained on a yearly basis in said units, whether you are selling or renting your condo. The HOA is not responsible or liable for regular checking of the fire extinguishers. However, the

management company can coordinate the maintenance of the fire extinguishers by an outside qualified company for those who desire to do so.

Jean agreed to amend the existing rules and Toad would email a copy of the updated rules to all owners and update the website.

Jean said on July 10th representatives of the Board had met with ASR to discuss construction issues and the meeting had been very productive. ASR had agreed to remediate to the lack of proper flashing under the decking on the balconies, repair the water damages induced by that and complete all the work identified on the punch list. Greg confirmed there were several crews currently working on the building and Jean explained lifts were being used to lift up the railings and then install the water proof membrane on the logs. Completion of the waterproofing would be finished in the next few days and the membrane under the pavers was also being reinstalled. The roofs of four buildings had been inspected and a report would be submitted. Suggestions had been made for snow removal from the roof to prevent future damage. The report would be evaluated and the Board would discuss. Jean agreed to circulate the reports to the Board as soon as they were received.

Jean suggested the President and Treasurer have on-line access to review the bank accounts. Toad Property Management would continue to be the agent authorized to sign checks and Neil Gamblin, as Treasurer, would be added as a signer on the account if the Bank required that as part of on-line access. Jordan agreed to follow up on the \$18,000 invoice from ASR and obtain more information about the work. Jordan also agreed to follow up on the transfer of funds between bank accounts as approved at an earlier Board meeting.

Neil made a motion for the President and Treasurer to have on-line access to review all Gateway bank accounts. Greg seconded the motion and it was unanimously approved.

Jordan agreed to circulate a copy of the Management Contract with Toad Property Management to the Board and the Board would discuss the approval process for larger invoices and the amount which would trigger prior approval from the Treasurer.

Jordan said no parking signs had been added to the dumpster enclosure as contractors had been blocking Waste Management access to the enclosure. Attempts were being made to find a landscaping crew to weed the flower beds.

Jean explained the CBMR housekeeping crew had been leaving vehicles idling in the garage and blocking access for others instead of parking the vehicle in an available space and turning off the engine. Other examples of housekeeping issues were given and it was agreed it was necessary to have a housekeeping etiquette so the work could be performed and owners or guests were not inconvenienced. John said the issues had been discussed in the past and for a time the situation improved but employee changes occurred and the same problems started. John said housekeeping crews had been restricted from parking in the garage. It was generally agreed enforcement was an issue and fining would probably not be successful. Jamie volunteered to speak to CBMR/Vail Resorts and attempt to obtain a short term solution.

Jean said the metal above the garage door had been damaged by contractors and renters and the repair was being paid for by Sundial. Other items of minor damage had been identified around the building. Jean explained some of the damage was caused by renters and Jean asked how the cost of those repairs should be handled in the future. Cameras were discussed. It was agreed to discuss the matter via email and then follow up at a future board meeting.

Jamie said some owners wanted more communication and Jamie suggested utilizing the Gateway webpage as a method of communication. Jamie volunteered to work with Jordan to improve communication

with owners and renters and report back to the Board. Jean suggested the meeting minutes be posted on the website shortly after the meetings and owners alerted so owners could review.

Jean said doors had been reviewed with ASR's door subcontractor who said there is currently a 16 week lead time on the door with 4 weeks to cut and paint before. Jean explained the doors needed to be ordered but doors would be installed in the Spring. Jean asked the Board to review door options and promptly email preferences so the doors could be priced. Jean explained doors will be painted by the door contractor all in the same color (white inside), but owners could have them painted to a custom color before installation for approximately \$100—\$. Door colors would also be reviewed and quotes obtained.

It was agreed the next meeting would be Tuesday, October 5, 2021 at 4:15 pm.

At 6:04 pm Jean made a motion to adjourn the meeting. Greg seconded the motion and it was unanimously approved.

Action items summary

Items

- | | Owner |
|--|--------------|
| 1. Amend rules regarding fire extinguishers and circulate to owners | Jean/Toad |
| 2. Obtain info regarding ASR \$18,000 invoice and check on bank transfer | Jordan |
| 3. Set up on-line access to bank accounts for President & Treasurer | Neil/Jordan |
| 4. Contact Vail regarding housekeeping crew | Jamie |
| 5. Review options to improve communication with owners | Jamie/Jordan |
| 6. Board to review options for doors/colors | Entire Board |

Prepared by Rob Harper,
Toad Property Management