

**MINUTES
GATEWAY CONDOMINIUMS
MEETING OF THE BOARD OF DIRECTORS
THURSDAY, AUGUST 27, 2020 – 4:15 P.M.
VIA ZOOM**

Present: John Gavras
Jean Woloszko
Neil Gamblin
Steve Figlewski
Greg Cielinski
Eileen Swartz
Ron Fenstermaker
Bart Williams
Eric Gaenslen
Michael Steinberg
Karen Theel
Scott Kelley, Toad Property Management
Rob Harper, Toad Property Management

The meeting was called to order at 4:15 pm and John confirmed there was a quorum. There were no changes to the Agenda and minutes for the July meeting would be approved via email.

After discussion the following appointments were unanimously approved:

President	Jean Woloszko
Vice President	Greg Cielinski
Secretary	Neil Gamblin
Treasurer	Steve Figlewski

Greg said the Committee had put a lot of work into reviewing options for lockers and storage and Jacob With, the Association's legal counsel, had been involved as it would be necessary to change General Common Elements into Limited Common Elements. Greg explained a letter, a ballot and drawings would be sent to owners as it would be necessary for owners to approve the changes to storage. Greg said 17 lockers, all the same size, were proposed and the location of each locker was based on proximity to each unit. Storage on the ground level would vary in size and attempts had been made to make the size proportionate to the size of units. The ski lockers on the exterior of the building would be approximately \$38,000 and the interior lockers would be approximately \$20,000. ASR had said the costs were rough estimates and ASR hoped the actual costs would be lower. If the lockers were approved by owners it would be necessary to file an amended plat with the County.

Greg explained approval of the ballot to change General Common Elements to Limited Common Elements would require 51% support of owners. Greg made a motion if the change did not receive sufficient support and owners did not take over individual ownership of the lockers the Association would continue to own the lockers, as General Common Elements, and the lockers would be rented out to interested owners. John seconded the motion and it was unanimously approved.

Steve made a motion to approve the draft letter to owners regarding the lockers and storage. Neil seconded the motion and it was unanimously approved.

Jean explained the several homeowners, including himself, have a clause in their Condominium Insurance policy to cover Loss Assessment. This should cover part of the special assessments due to water damage or other essential repairs but not upgrades. The wording of the special assessment for the current work on the building was important and Jean encouraged owners to send him copies of their personal unit insurance so the Insurance Broker for the construction project could review them and confirm if owners had that specific coverage in place. The specific wording of the special assessment invoices and itemization would need to be available towards the end of the construction project. Owners would be able to take out a loan with Community Banks and repay that loan, without any financial penalties, once individual insurance companies had paid the claim.

Jean said in approximately a week it would be possible to estimate the special assessment invoices for all owners and owners would be notified of the special assessment.

Eileen said there had been problems with the elevator. Jean confirmed the construction crew had been told to not use the elevator and Scott said the elevator technician had been out multiple times and was currently waiting for one more part to be delivered and hopefully that would resolve the problem with the operation of the doors.

Eileen said there was a mouse problem in the garage and also in her unit. Rob said pest control would be contacted to make an inspection and propose a solution.

Jean explained a trash enclosure was proposed using materials and colors similar to the building. The enclosure would be large enough for the dumpster and recycling bins and would include a side door for owners to dispose of their trash. The cost of the trash enclosure was estimated at \$16,445 and that cost would be added to the construction project. Greg made a motion to approve the trash enclosure with work starting as soon as possible. Neil seconded the motion and it was unanimously approved.

Jean said the construction project was approximately one week behind due to problems encountered with conduit installation for cable television/internet by Sundial but everything else was going well. A few small surprises had been found and some change orders, at minimal cost, had been made to address those matters. Greg said ASR still anticipated a completion date of September 30, 2020.

Jean agreed to work with Roger and Community Banks to confirm exactly what the Bank would require and then reach out to owners to determine who would be paying the special assessment in full and who would want to use the 7 year loan from Community Banks.

Scott said the financials looked good just one month into the new financial year. Scott explained the current tenant at Unit 300 wanted to renew for an additional six-month lease. Scott explained the tenant had been a good tenant and very cooperative during the construction project. Greg made a motion to enter into another six-month lease with the current Unit 300 tenant. Neil seconded the motion and it was unanimously approved. Greg confirmed Unit 300 would not have a locker or storage on the ground level.

At 4:55 pm Steve made a motion to adjourn the meeting. Greg seconded the motion and it was unanimously approved.

Action items summary

Items

1. Send Ballot to all Homeowners
2. Check with Bank for when payments are due
3. Call Pest Control for remediation to mouse situation
4. Fix Elevator
5. Renew Lease Unit #300

Owner

Jean
Roger
Toad
Toad
Toad

Prepared by Rob Harper,
Toad Property Management

DRAFT