

**GATEWAY CONDOMINIUM ASSOCIATION
BOARD MEETING
January 14, 2015**

BOARD MEMBERS PRESENT: Eileen Swartz (by phone)
John Gavras (by phone)
Jennifer Hoeting (by phone)

MANAGEMENT COMPANY: Heather Leonard
Antoinette Wilson
Todd Burnett
Jason Fries

Meeting was called to order at 1:05PM MST

A quorum was established with 3 of 5 Board members present.

Purpose of Meeting

The purpose of the meeting is to discuss repair options for unit 404 due to damages caused by a water leak into the unit.

Issue: Management received a call on January 13th around 10pm reporting that there was a leak in the master bedroom in unit 404. Water had leaked down into the walls of unit due to a clogged drain on the roof. Management has cleared the drain and it is now flowing correctly with no more leaks. There is a possibility that the membrane around the drain has become loose and therefore when the drain backed up water was coming back up and leaking under the membrane down into the unit below.

Action Taken by Management

Management assessed the damages on the morning of January 14th and had discovered that there was mold in the wall of the unit. Management has completed the mold mitigation at a cost of \$125.00 and immediately contacted a contractor to get estimates for drywall repairs.

Repair Options

The insurance deductible for the HOA is \$5000.00.

Management secured an estimate of \$3360.00 from Burnette Construction to repair the drywall damaged. This bid includes replacing the insulation, install a vapor barrier, drywall, texture and paint. There is some minor damage to the drywall in the living room/kitchen area that will need to be repaired as well.

Management also submitted an estimated cost of \$2500 to repair the drywall.

Other costs involved with the project include replacing the bed in the master bedroom at an estimated cost of \$1120.00. Management will have a moisture evaluation done on the carpet and

will proceed as necessary dependent on the results of the evaluation. Management did put large blowers on the carpet upon assessment of the leak in unit.

There was print that had water damage to it as well. Eileen will get management an estimate of the cost of repair or replacement after she researches the replacement cost.

Jason estimates that the total repair will cost approximately \$5000 to \$6000. The estimated time of repair is @ 80 hours. This unit is rented on January 24th so repairs need to begin immediately.

Upon disclosure of this information the board discussed the options presented and made the decision to have Management do the repairs that are needed.

John Gavras asked management if there are any other units that may be in danger of having leaks. Jason was not aware of any other issues. John also inquired about scheduling preventative maintenance to snake the roof drains on a yearly basis. Jason suggested scheduling this project in September of each year.

The flat roof on the building was built to hold snow load of about four to five feet. It is hard to determine at what point the roof should be shoveled.

Eileen reported that her daughter spoke with the contractor and he had stated that there are nails popping out and was a superficial fix. Todd stated that what the contractor was referring to some older nail pops that he noticed when they replaced the roof this has nothing to do with this current issue.

It was also noted that when management removed into the dry wall one area did not have insulation or a vapor barrier. Eileen reported that there had been a leak in the past but she was not notified of the issue until after the fact.

The board requested that pictures be taken at each stage of the repair for the current repair. Management will inspect all work as it is completed. Eileen does have guest's in house and asked management to contact her when maintenance starts the repairs. Jason will contact the insurance company to disclose the estimated costs. If the repair project is over \$5000.00 Jason will contact the board if the costs go above \$5000 so the board can decide if they should file a claim.

Jason is waiting on a response from Chem Dry with estimated costs for the carpet and will be in touch with the board upon receiving this information.

Establishment of Next Meeting

This was left open to be decided at another time.

Adjournment

There being no additional business to discuss the following motion to adjourn the meeting was made.

Motion: by John Gravas to adjourn the meeting

Seconded: by Eileen Swartz

Vote: Unanimously Approved

The meeting was adjourned at 1:32 PM MST.

Respectfully Submitted,

Approved by,

Antoinette Wilson
Homeowner Liaison

Jennifer Hoeting
Association Secretary