

LION'S GATE PINES LODGE CONDOMINIUM ASSOCIATION
Annual Homeowners' Meeting
Saturday, August 22, 2020 - 10:00 a.m.
Meeting Minutes

Call to Order – Kay Eiseman called the meeting to order at 10:07am.

Roll Call – Board Members Present: Kay Eiseman (President), Chip Sisson (Vice-President), Bill Robbins (Treasurer), Jim Harris, Dianne Butts, Henry Solano, and Jeanette Dickinson.

CMC Members Present: Robert Blay (CMC President), Tammy Bleier (Maintenance Manager), Shannon Cormier (HOA Manager).

President's Welcome and Introductions – Kay Eiseman welcomed the owners. Introduction of the Board Members, CMC Members.

Quorum Verification: A quorum of 10% of the ownership is required to hold the meeting. The quorum was met with 10% of the ownership present in person and via proxy.

Approval of the August 10, 2019 Annual Meeting Minutes

Motion: Jim Speckmann motioned to approve the 2019 Annual Meeting Minutes to include the correction of the spelling of Diane Butts to Dianne Butts, second by Bill Robbins. All in favor.

Board Actions decided without an in-person meeting were presented to be entered in the meeting minutes:

August 10, 2019: After adjournment of board meeting the board members present discussed and by vote of majority of board approved owner and guest consideration during June power outage of 1 un-booked association owned week in the next calendar year.

September 4, 2019: Electrical service upgrade was approved in the amount of \$72,500. This was to bring all new service from the transformer in conduit to the building. This work was to be completed during maintenance week in November.

September 30, 2019: Electrical service failed to the building and the upgrade project was accelerated and modified. No new equipment was installed for metering. Project cost adjusted to \$40,000 plus the cost of re-accommodating all guests impacted by the unscheduled power outage in the amount of \$12,564.76.

December 27, 2019: The 2020 budget was presented via email to the board for review. By a vote of majority of the board the budget with a 3% increase in maintenance fees was approved for the 2020 Fiscal year.

May 19, 2020: Request to approve bedding order was presented and approved via email to the board. The Standard Textile bed top covers and scarves order was approved in the amount of \$25,783.79.

June 3, 2020: Approval by the board via email for installation of commercial grade wood look vinyl flooring in the common area entries, storage areas South entry, manager's unit, and the main level of the units where there is existing vinyl. The cost for the project estimated at \$59,825.68.

July 29, 2020: The hot tub equipment pad upgrade, including resurfacing of the hot tubs was approved by the board via email by Kaupus Water for \$4,825.20.

Housekeeping Report

Linens:

- Bath-towels: 349
- Hand towels: 323
- Wash clothes: 356
- Bathmats: 67
- Kitchen sets: 72
- Place mats: 309
- Coverlets: 288
- End of bed Scarfs: 216

Replacements have been ordered as needed.

COVID 19 Cleaning Requirements:

- Additional disinfectants are used on high touch surfaces.
- Touchless hand sanitizing dispensers added to common areas.
- Full cleaning of fabrics, non-essential fabrics put away to identify use and need to wash, disinfectants used on soft goods.
- Management of 72-24 hours sit time between occupants based on stage of ability to operate.
- Suspension of mid stay towel service.
- Pool high touch surface clean and patio furniture disinfect routine implemented.

Kitchen Items:

- Frying pans need to be replaced - Options keep current style or move to a stainless steel that will last longer and can be placed in the dishwasher without damage.
- We have replenished the back stock of the kitchen items to help with weekly inventory.

Spring/ Fall Carpet Cleans:

- All Spring Cleans were completed, carpets to be cleaned during the fall.

Bedroom Upgrades

- New lamps have been installed and purchased for all units.
- New coverlet top covers and scarves have been installed for COVID cleaning requirements.

Bed Bugs

- June 2020 bed bugs were discovered in a condo. The unit was heat treated, and a full inspection of the property was provided to certify that no bed bugs had traveled to other rooms.

Building Report

Exterior Completed Projects: • Electrical service to the building was replaced. • Repaired fence in parking lot, and dumpster enclosure. • Graded parking lots with skid steer. • Replaced a concrete section in the drive to the South parking lot after electrical door. • Cleared back woods of fallen dead trees. • Removed patio pavers off 109 to investigate retaining wall failure to 108 deck and to aid in the planning of deck replacement solutions with an engineer.

Planned Exterior Maintenance Items • Deck replacement units 101,103,105,107 – 119 with composite decking material. • Replace deck boards units 121, 123, 125 with Trex material. • Retaining wall

replacement 2 in back of building, one in front. • Grading prior to deck replacement to help guide runoff water away from building.

Proposed Exterior Maintenance Items • Re-painting the pool. • Repairing the light pedestals that are around the pool, the Trex bases are starting to warp. • Sealing/painting the exposed deck supports of the south side back decks. • Re-securing some of the siding, fascia, and soffit that has started to warp around the building • Repainting the concrete retaining walls around the property • Touch up painting around the entire building where some of the paint is starting to weather. Specifically, the fascia and trim. And most of the kick boards at the base of the sliding doors. • Replacement of the hot tub room fan shed roof due to the plywood and shingles starting to deteriorate. • Re-painting of the chimney stacks due to the paint starting to deteriorate. • Gutter and heat tape installation North entrance to solve ice building up at entrance. • Gutter installation on back side of the building.

Interior Common Areas Completed Projects • Upgraded florescent lights in the South lobby with new energy efficient lighting. • Unclogged the sewer main that connected the common restrooms and spa room drains. • Unclogged sewer line and replaced portion of line from South side entry into crawl space. • Crawl space South side cleared of stored items; unit storage area organized. • Replacement of laundry room washers and dryers. • Repaired drywall in office storage area from sewer line repairs South side. • Replacement of the hot tub equipment pad. • Resurfacing of hot tubs. • Addition of touchless hand sanitizer stations for COVID19.

Planned Interior Maintenance Items • Replacement of the sewer line. • Upgrade of florescent lights in other common areas with new energy efficient lighting. • Replacing carpeted areas in the entrances with commercial grade wood look vinyl plank flooring. • Replacing flooring in manager's unit, office storage and unit storage South entry. • Removal of the South entry front desk area. • Boiler cleaning and service routine prior to winter, continued monthly inspections.

Proposed Interior Maintenance Items • Rebuilding of the railings and staircases to building code, include ramps where feasible to add accessibility. • Washers and dryers are at \$0.50 per use. Pricing is \$1.75-\$2.75 is the market price in town.

In-Unit Improvements Completed Projects • Replaced main level shower enclosures in units 101, 103, 104, 111, 121, 123, 124. • Resurfaced bathtubs in units 101, 103, 115. • Replaced bedroom lamps. • Chimney cleaning and gas fireplaces were inspected, repairs made. • Bedroom drapery repairs and measurements taken to bid replacement of existing drapery.

In-Unit Improvements Planned Maintenance Items • Replacement in all units the main level linoleum with commercial grade wood look vinyl plank flooring. • Replacement of existing bedroom drapery and rods. • Replacement pending of upstairs bathtub 110. • Replacing entry door locks that are starting to require handles be pulled up to open. • Converting living room lamps for energy efficient bulbs vs 3way bulbs. • Assess fireplace hearth tile condition to prepare bid request to contractors. The tile is no longer available, and we do not find any on site. • Miscellaneous drywall repairs.

In- Unit Improvements Proposed In-Unit Items • Replacement of unit doors. • Replacement of all the trim throughout the units to upgrade the interior and match new doors.

Financial Report

• Currently approximately \$700,000 in reserves that will be spent in next 5-10 years upgrading facility.

- Review of Profit and loss statement
- Dues collection is an ongoing issue - upgrading units and facility to encourage sales to new owners is needed. There needs to be improved ways to sell association owned weeks. Jim Speckmann's report to the on sales indicated trends for some owners upgrading to higher percentage week or buying additional units to have extended family. Rentals of weeks are up. Lions Gate rented well with StayWinterPark.com.
- Association owns 314 weeks; this is due to large number of aging owners.

Action Items Discussed

- Continue to inform owners how to use Associationonline.com in upcoming mailings.
- CMC to send Jim Speckmann drapery options.
- Board to consider raising price of coin operated washers and dryers.
- CMC to repair the unit door entrance thresholds if not part of floor installation.
- CMC to review location of Unit Inventory as an Asset in the financials.

Winter Park and Grand County Update

The area remains in a building boom, there has been favorable real estate activity. A ski back trail from Winter Park Resort is being explored by the developer that has purchased land in town behind Snowblaze. The gondola conversation is returning as a further possibility. The ski resort plans to open as usual in November.

Owners were encouraged to stay connected with online updates on COVID19 and the wildfires via the association website (lionsgatepines.org), and the Grand County website. It was noted that the area's workforce has been impacted in a manner where some business are modifying their hours due to a lack of employees.

Pet Policy remains as a no pet policy

Election

All existing Board members were reappointed to the Board as presented by ballot and proxies.

Adjournment

Motion was made by Bill Robbins and seconded by Bob Ferree. All were in favor meeting adjourned at 11:38am.