

**LION'S GATE PINES LODGE CONDOMINIUM ASSOCIATION**  
**Annual Homeowners' Meeting**  
**Saturday, August 11<sup>th</sup>, 2021 - 4:00 p.m.**  
**Meeting Minutes**

**Call to Order** – Kay Eiseman called the meeting to order at 4:07 p.m.

**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), Shannon Cormier (Vice President of Rental Operations, Mark Sterne (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 22, 2020 Annual Meeting Minutes**

**Motion:** Jeanette Dickinson motioned to approve the 2020 Annual Meeting Minutes, second by Jim Speckman. All in favor.

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

- September 29, 2020  
Change order approved for updated kitchen flooring project. Additional area prep and supplies added \$3,750 to the project previously approved for \$47,325. Total cost \$51,075.
- November 20, 2020  
New gutters and Heat Tape were installed by D&M Roofing and Sheet Metal in the amount of \$12,300. This was to improve drainage around the front of the building and prevent ice from causing additional damage to the roofs.
- November 20th, 2020  
KJB Electrical was brought in to add electrical service to circuit breakers to accommodate new heat tape installation project totaling \$3,500.
- March 3, 2021  
MTech Mechanical was engaged to resolve sewage line issues in the crawlspace/hot tub area. Approval for estimate of \$5,500.

- April 8, 2021

Pipe Works Plumbing was engaged to provide an estimate for replacement of the domestic hot water heater expansion tank which has become water logged with age. New expansion tank replacement totals \$2,866

- April 9, 2021

Bath Solutions was brought in to replace the tub surround and install grab bars in unit 110. The total cost of the project was \$3,778

- April 22, 2021

Approval of Trex decking project was approved for Ruiz Construction to completed. Total amount \$119,620.

- May 5, 2021

River Rock Resurfacing was engaged to replace dated wood-plank flooring in the hot tub area. Total cost \$3220.

**Motion: Jim Vander Kamp motions to approve Board actions taken without a meeting. Charles Sisson 2<sup>nd</sup>. All in Favor.**

### **Lions Gate Pines Building Report**

July 2021

#### **Exterior**

##### Completed Projects:

- Deck replacement for units 101, 103, 105, 107-119 completed
- Graded westside lot to allow for better drainage
- Hot Tub/Crawlspace sewer line repair
- Hot tub floor resurfacing
- Replace deck boards unit 121, 123, 125 with Trex

##### Planned Maintenance Items

- Boiler expansion tank
- Front fascia scrape/repaint and resecure
- Repairing the light pedestals that are around the pool.
- Retexturing bathrooms and painting those that are "alligator" and peeling surfaces

##### Proposed Maintenance Items

- Re-painting the pool.
- Sealing/painting the exposed deck supports of the south side back decks.
- Repainting the concrete retaining walls around the property
- Repair roof on shed on south end of property
- Repair small cover on West side over exhaust fan.

## **Interior – Common Areas**

### Completed Projects

- Replacing flooring in manager's unit, office storage and unit storage South entry.
- Removed desk area from south entrance and repainted space.
- Replaced old exit lights
- Updated upstairs and downstairs smoke/CO detectors

### Planned Maintenance Items

- Upgrade of florescent lights in other common areas with new energy efficient lighting.
- Boiler cleaning and service routine prior to winter, continued monthly inspections.
- Install electronic locks on maintenance closets.
- Upgrade electronic locks and hubs in entire building.
- Resort Internet upgrade.

### Proposed Maintenance Items

- Re-design railings to provide additional safety.

## **In-Unit Improvements**

### Completed projects

- Updated flooring on lower levels of all units.
- Shower/tub replacement in unit 110 and 122.

### Planned Maintenance items

- Grab bars on each end of the tub showers
- Grab bars next to toilet
- Towel hooks installed in each of the shower rooms
- Replace twin bed frames as needed
- Tubs needing overlay for 121 and 124. Previous quote from Bath Fitters was \$2,962 plus \$100 for a grab bar installed and \$500 optional for new shower valve.

### Proposed In-Unit items

- Replace sliding and folding closet doors
- Take and post updated photos for Lions Gate Pines website
- Replacement of existing bedroom drapes and rods
- Interior painting of common areas

Information Provided,  
Mark Sterne – HOA Manager  
Mary Beck – Maintenance Supervisor

**Motion: Jim Vander Kamp motioned to accept the building report as presented. 2<sup>nd</sup> Julie Andrews-Jones. All in favor.**

## Housekeeping Report

### Linens:

- Bath-towels: 364
- Hand towels: 323
- Wash clothes: 248
- Bathmats: 89
- Kitchen sets: 65
- Pool towels: 234
- Place mats: 309
- Coverlets: K 30 Q 31 T 190
- End of bed Scarfs: 215
- Sheets: K 25 Q 38 T 153

Replacements have been ordered as needed.

### COVID 19 Cleaning:

- Touchless hand sanitizing dispensers are to be continued in the common areas.
- Full cleaning of fabrics, non-essential fabrics put away to identify use and need to wash, disinfectants used on soft goods. This will be continued as it has become helpful and very clean.

### 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. See next page for 2 options. Most go with the stainless steel as its dishwasher and oven safe. 2 Years ago, we replaced Timber Run's with the stainless steel and have had no issues.
- We recently purchased extra toasters and blenders. These items are wearing quickly, and we seem to always need back up. 12 toasters and 6 blenders.

### Spring/ Fall Carpet Cleans:

- All carpets were cleaned during spring cleaning

### Bedroom Upgrades

- New coverlet top covers and scarves have been installed for COVID cleaning requirements.

**Discussion:** Kay brought up the topic of draperies that was previously discussed at last years meeting. Desire to install draperies in addition to the wooden blinds is to eliminate sunlight coming between and on the sides of the wooden blinds. Owners wanting specific request for draperies are to contact Kay or CMC. The Board has agree to the association purchasing the draperies.

## Financial Report

Financial documents were presented and have been reviewed by the Board Treasurer. Kay Eisman informed all owners that there are no plans to increase the current reserve contributions in 2021-22.

## **Election**

Current Board Member biographies were reviewed. All existing Board members were reappointed to the Board as presented by ballot and proxies. Votes for board members were calculated and membership remains the same.

**Motion: Jim Vander Kamp motioned to elect Board as it currently stands. 2<sup>nd</sup> by Julia Andrews-Jones. All in favor.**

## **Review of Pet Policy and Rules Enforcement**

It was reinforced that the pet policy remains “No Pets” throughout the entire property. There is an exception for certified service animals. Owners with a certified service animal must provide supporting documentation prior to checking in. It was also noted that any recognized violations should be reported to CMC or Kay as soon as possible. CMC is in charge of notification and enforcement of any violations.

## **Winter Park/Grand County Update**

Robert Blay provided updates on the new developments in the area. A number of new businesses are filling the Cooper Creek area. ROAM development is in full swing and is scheduled to build 1100 new homes, 70,000 square feet of commercial space and 400-room hotel. It was also noted that there is currently a moratorium on new natural gas meters. Plans for a gondola from the resort to town have been re-kindled.

## **New Business**

Photos were provided to show the status of the deck and balcony project. Dividers and steps are already being designed will be installed yet this summer. The hot tub room was resurfaced, and photos provided. The upcoming upgrade to the Resort Internet and specifics were discussed. The timing on this will be provided in the fall during the scheduled maintenance window.

## **Other business**

Jim Speckman asked for an update on knife sharpeners in the units and that the knives are extremely dull. Kay indicated that there should be a knife sharpener in each unit. They are yellow handled and are not apparent.

**Action Item: Mark and Morgan to confirm that each unit has a sharpener.**

Jim Speckman asked for confirmation that DISH Hopper will still remain in the game/activity room following the proposed upgrade. That was confirmed.

Jim Vandercamp asks that we clarify that the game room is no longer under any COVID-19 restriction. Those restrictions have been lifted throughout Grand County.

Kay Eisman reiterated that main entrance doors are to remain closed at all times for security purposes and to prevent any animal intrusion.

Bill Robbins mentioned that there appeared to be a person using the pool that was not a registered guest. Kay suggested challenging any unrecognized person to indicate the unit they are staying in.

**Action Item: CMC to check current signage around the pool concerning authorized use.**

**Adjournment**

Motion was made by Jim Speckman and seconded by Jim Vanderkamp. All were in favor meeting adjourned at 5:12 p.m.

DRAFT