



Basecamp Shops & Residences Homeowner Association Annual Homeowner Meeting

Summit County Community Center – Hobby Room
February 12th, 2020
7:00 PM

Basecamp Board of Directors

- Fred Newcomer – President
- Ryan Van Gundy – Treasurer
- David O’Neil – Secretary

Basecamp Units Represented

Alpine Edge Representatives

- Steven Frumess – General Manager
- Brett Gunhus – HOA Manager

- 100 • 206 • 214
- 101 • 207 • 215
- 103 • 208 • 218
- 104 • 210 • 220
- 105 • 212 • 224
- 106 • 213

AGENDA

I. Welcome

- A. Roll Call; Determine Quorum
- B. Introduction of Board and Management

Steven took a moment to introduce Alpine Edge representatives as well as the current Basecamp Board of Directors.

- C. Confirm Notice of Meeting Delivery

Notice of meeting was emailed to each homeowner on Friday, January 24th, and mailed via USPS the following week.

- D. Review and Approval of Minutes

The set of minutes taken at the 2019 Annual Meeting on May 7th, 2019 were emailed to homeowners on February 11th, 2020 for review. A motion was made & seconded to approve of the 2019 Annual Meeting minutes, and they were approved unanimously by the homeowners.

II. Policy Review

- A. Snow Removal

Alpine Edge began by reviewing common area maintenance and which parties were responsible for which aspects in & near the Basecamp association. The shopping center and everything throughout the parking lot is managed by Haven Property Management. Alpine Edge only manages the physical structure of Basecamp. Alpine Edge does often work alongside Haven to keep operations things running smoothly. Homeowners were reminded that Ankerholtz plows after snow of 4 inches or more, and shoveling happens after 3 inches. Steven explained that they work to clear the entire parking lot before business hours, but they have been asked to not start

unreasonably soon like 4:00am as they have done in the past. The Board has been vocal about this as a quality of life issue for the residents.

A homeowner asked about how to remove snow from the decks on the East side beyond the guardrails. It was emphasized that homeowners should not attempt to clear these areas themselves. The Board explained that the fear is both for homeowner safety but also the chance that shoveling might damage the membrane and possibly void the warranty. The Board will discuss this & present a solution to the homeowners in the near future.

A few homeowners mentioned that the heat tape might not be working on the East side of the building. Fred mentioned that he's aware that plenty of snow is on that side, but heat tape is not designed to clear the whole roof of snow and ice but rather the gutters and establish a channel for melted snow to flow down the roof.

It was clarified that dog poop bags should be disposed of properly rather than tossed aside, as there is a growing pile which gets shoveled into a frozen pile which makes it quite difficult to remove. Both the Board and Management have requested that Haven install a new trash can in that area.

B. Trash & Recycling

The trash enclosure is for both Basecamp & Pinnacle. Pinnacle uses this service much more frequently, and as such Basecamp is only charged for about 1 day/week. It was acknowledged that the trash situation will likely get worse as more Shops move into the commercial units at the base of the building. Increasing pick-up frequency may be the best short-term solution, but the Board is working on a more effective long-term solution. The furniture store was identified as one of the more frequent offenders trash use. Homeowners mentioned that they are in favor of having the trash enclosure cleaned, and management will contact Haven for pricing on this service.

A homeowner asked how often the cleaners are vacuuming. The contract stipulates 3 times per week, but the owner felt that either some spots are being missed or they are not coming this frequently. Other owners claimed to hear vacuuming relatively frequently. Alpine Edge will contact the cleaner to review terms of the contract.

C. Parking

Management passed out a parking map that highlighted areas specifically dedicated to Basecamp owners. It was clarified that there is not necessarily restricted parking for other shops in the lot, but the Board requested that owners consider the needs of Pinnacle & those who work there, moving cars parked in those areas during business hours.

A homeowner mentioned that Haven's 18-wheeler trucks block people from leaving at times when they're parked in inconvenient locations. Management will reach out to Haven if this continues to be an issue.

D. Dues Collections

Management reviewed the monthly collection policies & the benefit of registering for ACH automatic payments. Homeowners will be sent an ACH form in the near future so that they can register for this if so desired.

III. Financial Update

A. Review FY2019 Financials

Management reviewed the profits & losses from 2019 and highlighted the major variances and new line items that have been added to the proposed 2020 budget.

- **Audit and Accounting** is overstated due to the reserve study that was recently conducted.
- **Electricity** was a significant cost that was not on the original budget.
- **Trash** was not originally budgeted for as this was going to be a developer CAM expense.
- **Building Maintenance and Cleaning** – This was under budgeted in 2019.

These underbudgeted lines contributed to the association's dues increase for 2020. It was explained to owners that any new association will take a year or two to determine the exact assessment structure based on the associations needed operations.

B. Review Proposed FY2020 Budget

Homeowners voiced their concern about the dues rising beyond what should be considered "affordable housing." The 11% increase in dues was considered to be manageable, but the concern was whether a similar increase will occur year after year. It was clarified that only the presented 2020 budget was determined, and nothing beyond that. Many of the concerns were based around the developer ground lease amount.

Ryan Van Gundy explained the danger of underfunding a reserve account and the necessity of special assessments required down the road in those situations. The Board wanted to know the opinion of the homeowners on this budget and had an informal vote of the homeowners, which was unanimously in favor.

IV. Open Forum

The Board emphasized that homeowners should turn off all common area lights, especially in the storage area, when not in use. Heat tape is also a major contributor to the electricity expense.

It was clarified that carpet cleans will be held off until the common area maintenance items have taken place this Spring. Some of the homeowners expressed interest in cleaning the common areas themselves in order to cut maintenance costs. A proposal will be sent to management.

V. Adjournment

The meeting was adjourned at 8:45pm.