

BASECAMP SHOPS & RESIDENCES

2021 Annual Homeowner Meeting Minutes

Thursday, January 21st, 2021 - 6:00 PM

Remote via GoToMeeting

Basecamp Board of Directors

- Fred Newcomer – President
- Tyler Mikolajczak – Treasurer
- David O’Neil – Secretary

Alpine Edge Representatives

- Steven Frumess – General Manager
- Brett Gunhus – HOA Manager
- Robin Hoffmann – HOA Administrator

AGENDA

I. Welcome

A. Roll Call; Determine Quorum

Brett welcomed owners to the meeting and asked that anyone attending over the phone rather than the GoToMeeting identify themselves and have been so that they are included on these annual meeting minutes and counted towards the meeting’s quorum of the homeowners.

Quorum was established with everyone who is in attendance over GoToMeeting along with the proxies that had been received prior to the meeting.

B. Review GoToMeeting Protocol

Brett Gunhus informed attendees on the standard GoToMeeting protocols for the meeting.

Whereas owners are often asked to hold questions until the end of the meeting.

C. Introduction of Board and Management

Steven Frumess introduced the Basecamp Board of Directors and the Alpine Edge management team.

D. Confirm Notice of Meeting Delivery

Notice of meeting was sent out via USPS to the mailing addresses that Alpine Edge has on file as well as electronically to the email addresses of the owners on file. It was specified that the best way to contact Alpine Edge tends to be over email to the HOA@aepropertymanagement.com address or by calling Alpine Edge direct at 970-453-2334.

E. Review and Approval of Minutes

i. February 12th, 2020 Annual Homeowner Meeting

The meeting minutes from 2020 were emailed out to owners Wednesday, January 20th for review. They were approved unanimously by the homeowners with no suggested edits.

II. Routine Maintenance – Steven Frumess

A. Definition of Roles (Owners, HOA Board, Management, & Developer)

All roles and responsibilities of the association, management, and owners are listed in Section 11.1-11.4 of the Declarations governing document.

Owners are responsible for all components inside units. Outside units is considered HOA common element.

Steven referenced and read aloud sections 11.1 and 11.3.

The Basecamp Board of Directors is the governing body and responsible for all decisions on behalf of owners and financials, and also works to make sure in compliance of governing docs.

This BoD goes above and beyond to run at highest level.

Fred Newcomer: As of right now, the building has construction happening. Through this process there has been a lot of confusion on who to call for what. Owners can reach out to the Board during construction and asks that the Board by copied on emails being sent to the developer or management. Steven Frumess added that if an owner is not sure who to contact, contact management and we can get you to the right persons.

B. Common Area Cleans

Common area cleans are being done on Tuesdays, Thursdays and Saturdays. This includes vacuum carpet, sanitize door handles and handrails, try to clear scuffs on walls and baseboards, mopping concrete floors, disinfecting where hands touch and door handles. Let management know if it is not happening. Management comes through at least once a week to look at stairs and hallways. Painting of hallways needed to be done and we do touch ups as needed. This last painting management felt was needed from so many move ins at once. We work to keep up aesthetics to keep up home values.

Fred Newcomer noted that there was paint on the pod 2 keypad and some other areas and asked management to have these areas cleaned up. Steven Frumess stated management would address. Tyler Mikolajczak said pod 1 east door landing paint is peeling, there was water in the drywall. It is a somewhat known problem but wanted it brought up again as Natalie Donovan (developer office) needs to look at. Steven Frumess stated management would send someone to sand so that it does not continue to peel. Sand and paint or apply a layer of Kilz. Steven said management will

handle. This needs to be looked at for true solution, will work with Natalie and David (Developer). Natalie will give Tyler dates she will be on site.

Laura Gassaway asked if Developer would make sure that is not happening other places in building? Natalie Donovan will cover later in meeting.

C. HVAC (Heating, Ventilation, and Air Conditioning) – Steven Frumess

Big expenditure on budget. Breck Mechanical is contracted to do quarterly preventive maintenance (PM) and is on call for any equipment issues. PM includes cleaning coil surfaces, blades, electrical contacts, pilots and ignitors, calibrate controls, lube fans, etc.

D. Snow Removal

Shopping center is not under Alpine Edge but under Haven. The subcontractor for snow removal is Ankerholtz and is contracted for 3” or more. Alpine Edge does not oversee them but have good relationship. We let them know owner grievances and issues. Had issues with back up beeper noise and it was addressed. They came very early mornings, that was addressed. Considering overall scope of services, shoveling, have owners had any issues? Kevin Gerbes and Jessica Johnson said ice ramps are created and are slippery from snow being tossed in between cars. Fred Newcomer stated the snow is moved to the ends when they can but knows middle gets slippery. BSR can request a scrape and ask owners to remove all cars. If it needs to be addressed, contact AE and BSR to contact Haven. Board and management asks all owners to move their cars every couple days during plow season. Haven tries to shovel in between cars, but are unable if they are parked too close. Owners were asked to give them access to remove the snow and be diligent on moving cars.

III. Policy Review

A. Trash & Recycling

Trash enclosure pickups are 6 days per week Mon-Sat. Used to have buildup issues, so we increased frequency. Steven asked the owners how they are feeling about trash levels and if there is any noticeable difference from 2019 to 2020.

Laura Gassaway said she is getting push back from Pinnacle for removing trash and recycling to dump from Pure Kitchen. Receiving is not slowing down, but knows they are the cause of most of the trash and recycling. Someone put a bunch of trash in the linen bin. That was an issue for all three entities.

Steven Frumess stated the solution last year was to increase pickups. Only thing left is to do multiple pickups in a day. The total trash and recycling bill is \$750 a month. BSR Association

pays \$110. We are open to other solutions... not sure what it would be. Important owners train renters or list in STR about where trash goes.

Laura Gassaway stated the trash enclosure is not big enough for the trash and recycling. Could be larger discussion. Steven stated he is willing to discuss offline. Reminder: Break down boxes because of all the entities using it.

Randy and Caryn Westman added the garbage trucks are super noisy. The glass pick up is the worst. Could they go out the other driveway instead of at the residences? Steven Frumess advised we only manage Timberline pick up but will talk to Haven about Waste Management pick up, but cannot promise results.

B. Parking

Alpine Edge will work with Haven if parking becomes an enforcement issue. Only two vehicles allotted per every unit. If no garage, owners can park on surface area. Only one car can be parked on surface area if you have a garage. Do not use garage solely for storage. Anytime it snows, it is crucial to rotate vehicles so parking lot can be maintained.

In 2021 management will do a second round of registrations of vehicles so we can identify if a vehicle is a problem not being moved or obstructing. We need to know who owns it and may be using more than two spaces also. Management will send out notices and registration forms. AE keeps on file for any vehicle in question and also for towing issues.

Fred Newcomer added it is also important guests park in C in front of wellness building. There are friends and guests leaving their cars here while people go on vacation. They need to park farther away from building. Center is going to get busier, parking is already a premium and will get worse. Overnight parking is for owners only.. Overall count for cars and units needs to match and management will enforce it.

Tyler Mikolajczak said he is noticing build up north of Pinnacle building of parking and group skiing, non- residents. Also seen people come from bus stop and get into their cars. We need to get a handle on this. Stop parking long term. Friday afternoons are horrific. Eventually we will tow someone's car that lives here instead of a non-resident. Before towing a car, we want to reach out, but it will eventually get there. Management and the Association needs to know correct owner of cars.

C. Dues Collections – Steven Frumess

Accounts Receivable is on every agenda but is not an issue for BSR, but the Association is on a tight budget. Assessments are due on 1st of each month and late after the 15th. If a payment is late

the owner will get a late fee charge. Almost everyone in the Association is on ACH and it runs around the 10th of each month based on day of the week.

IV. Developer Update

A. Sound Remediation Schedule

Natalie advised that the Developer's sound remediation has been completed on five (5) units, starting next at 211 on Monday and then 220. Then shift focus to exterior, doors, decks, building envelope, then back inside. She showed a condo mark up. Soffits, slider doors, decks.

B. Pending Legal Action with Insurance Companies

David talked about how the developer has had to initiate action against the general contractor and primary subcontractors. Additionally, Dennis is an insurance attorney in Colorado. Sued Amtrust insurance company, gen contractor and primary sub-contractors. FCC recently fined their CFO for fraud claims. Culture of fraud within the insurance company. The attorney is not inclined to settle with insurance company. The insurance company is supposed to take care of the problems but has only thrown up roadblocks.

David added that Fred Newcomer and Tyler Mikolajczak have put in a lot of work on the Board of Directors. They really do this hard work and do it well because they care. Tyler and Fred are doing fantastic job.

David also mentioned that Alpine Edge manages Wellington HOA which has over 1,000 residents, and their recent HOA annual meeting was over in less than an hour. Ian Hamilton is the president of that association and had some words to say at their meeting that David thought applied nicely to Basecamp or any other local community in the trying times of 2020 & 2021. Culture is starting to evolve, and it is important to get through these building traumas. We will get through these problems and thank you to the owners for hanging with us through it.

Natalie Donovan added she is always here to discuss.

Steven Frumess added that David O'Neil was the developer that built Wellington and Alpine Edge manages. David knows it potential and where it will go. Steven also shared that Brynn Grey covered April 2020 assessments to help the owners. David didn't ask to share this but Steven wanted to point it out.

The Bachmans asked why it is expected to take another year and a half on sound proofing.

Natalie Donovan said it was a hard decision but sat down with current cash flow and looked at the list of remaining things to do. Exterior made it to the top of the list as everyone lives there and we have such a short building season. Wasn't easy but feel it was the right decision.

Bachman's said they would have wanted more time to know this information. Neighbors are more like roommates with sound. Looks like the punch list is going to be 3-1/2 years to be completed. Greg works late in evening and was only given 2 hours' notice. Natalie Donovan said she would be happy to set up time to talk, but this was the best decision. Natalie was willing to see what they can do within Bachman unit to make this easier to live through, open to and encouraging this conversation. Bachman says they will be forgotten for 3-1/2 yrs.

Eva Hoskins said these units should not have to wait for that long. Natalie Donovan added that the owners are heard and appreciated.

Laura Gassaway said this delays resale for owners stuck in this position as they cannot sell with how the unit currently is.

Natalie Donovan: We are trying to keep things moving and crews engaged and address concerns. Moving forward we will continue to do that. Contact me any time to discuss. Timing is difficult, first opportunity to get these done sooner, we will. This was the best decision we can make in order of priority. We are trying to work through it.

Fred Newcomer: I hear every owner, I support the owners. I and Tyler will keep pressure on developer. That timeline is not set in stone, we will keep pressing David to step up and be faster. We are not stopping our job and will do the best we can do. Always welcome to talk to us, vent, discuss.

V. Financial Update

A. Review FY2020 Financials

Steven Frumess: Every month a PnL is sent to the Board of Directors. We do not see anything on the annual PnL eye popping except residential. Repairs & Maintenance was over due to HVAC emergency call. The budget was \$1000 and we spent \$1700. Going forward, we will have historical data and will be making budget on 3-yr expenditures. The Board did everything possible to keep dues flat.

Also, largest overage not budgeted for was roof shoveling. Last February was historic snow accumulation. Had structural engineer come out to advise snow load and was told 4' or more, we should shovel. Every snowpack is different and there is no exact science, but that is the threshold. We used the contractor that installed the roofs, Elevation Roofing, to protect warranty. AE has contractors that can do it a lot cheaper, but we also need to protect the warranty. This year we took off roof shoveling and it may be added back in the future, but to be determined. Will look at year to year.

Steven Frumess: All utilities were on point; trash was under and utilities were a bit over. We have been speaking to Fred as we all want to make sure water is being metered properly. Same thing

with electric as we added heat tape. We do not have exact usage number, but we don't think we are too far off. Historical data will allow us to be more accurate on all these items.

B. Review Proposed FY2021 Budget

Management did our best to keep variables based on actuals, others on contractual pricing. The Board does not want to raise dues. There are a lot of financial concerns, along with the building not finished and COVID. Ultimately, by alleviating increases, this affects the Reserves. \$16k was to be put into the Reserves but it had to put it toward roof shoveling. There will need to be future capital expenditures though and funding is being put off. In beginning stages now and we can catch up, but we have to stay within market reason.

Fred Newcomer said Craig Peterson couldn't join the meeting but had input. As a Board, we will look at utility usage to see if we can save any money there. We do have good points raised and we are keeping utilities affordable and manage this building long term. Trying our best to keep things in line for everyone. Gotten a couple ideas from owners and they will be taken to heart. Steven Frumess: We all come from different industries. Use synergies to benefit community and budget.

Must be cognizant to not go over these line budgets. It cannot be promised it can be done though. We will see where we are at next year.

i. Ratification of FY2021 Budget

Eric Fisher made motion, Randy Bachman seconded. Budget was ratified through a majority homeowner approval.

VI. Open Forum

No further questions were asked.

VII. Adjournment

The meeting was adjourned at 7:30 pm.