

BASECAMP SHOPS & RESIDENCES

2022 Annual Homeowner Meeting Agenda

Wednesday, February 9th, 2022 - 6:00 PM

Remote via GoToMeeting

Basecamp Board of Directors

- Fred Newcomer – President
- Tyler Mikolajczak – Treasurer
- Linsey Hempel – Secretary

Alpine Edge Representatives

- Steven Frumess – General Manager
- Brett Gunhus – HOA Manager
- Robin Dew – HOA Accountant
- Jessica Martin – HOA Administrator
- Kimberlyn Bryant – HOA Administrator

AGENDA

I. Welcome

A. Roll Call; Determine Quorum

A quorum was met between a combination of homeowners present at the meeting and those represented via proxy. The meeting was also attended by the Alpine Edge Management team listed above. Tyler made a motion to call the meeting to order at 6:02 pm; Randy seconded, unanimously approved.

B. Review GoToMeeting Protocol

Brett Gunhus announced the standard protocols for GoToMeeting and advised attendees that there would be a period after each topic to ask questions, and an Open Forum section at the end for owners to discuss any topics that were not on the agenda.

C. Introduction of Board and Management

Brett Gunhus provided Alpine Edge's contact information. The best methods of communication for owners are via email at HOA@AEPropertyManagement.com or phone at 970-453-2334. Please contact Management through these channels for any questions, concerns, or emergencies. Brett also introduced the Alpine Edge Management team and the sitting Basecamp Board of Directors.

D. Confirm Notice of Meeting Delivery

E. Review and Approval of Minutes

i. January 21st, 2021, Annual Homeowner Meeting

Brett informed owners that the 2021 Annual Meeting Minutes were provided via email and can also be found on the Association's website. Fred made a motion to accept the minutes as written; Kevin seconded, and it was unanimously approved by the community.

II. Routine Maintenance

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

Brett presented sections 11.1-4 of the Declarations, which explain in detail the responsibilities of each party. Owners are responsible for everything from the walls in. HOA is responsible for facilitating the items listed in the Association budget and managing the HOA while abiding by the Association Governing Documents.

B. Common Area Cleans

Cleaning takes place in all Common Areas of the Association three days a week for \$700 per month and is paid through operating funds. Kevin and Jessica mentioned that pod 2 needs work, but Fred said it shouldn't be cleaned until construction is completed. Fred said the Board is holding off on carpet cleans until the developer has finished all outstanding projects.

Laura discussed issues with the outside door collecting ice. Other owners agreed and said sometimes they can't even open the door. Fred and Tyler have been discussing with the developer to fix these issues but still have a lot of ground to cover to get these repairs underway.

C. HVAC (Heating, Ventilation, and Air Conditioning)

Basecamp is contracted with Breckenridge Mechanical for the boilers. They come out four times per year to do preventative maintenance, as well as physical and visual inspections on the boilers. For heating issues, AE will determine whether it is isolated to only one unit or if it is a bigger issue. Owners are encouraged to reach out to AE if they have heating issues or think there are issues with the boilers.

D. Snow Removal

Haven Property Management oversees the maintenance of snow removal and works with Ankerholtz. They are contracted to come out when there is an accumulation of four inches or more. Cars must move around so they can get the plows in to remove the snow. Fred would like to set up a meeting with AE, New Haven, and Ankerholtz to walk the property to address the issues when they are happening so we can be proactive in resolving them; all parties will be in contact to set up a time. Fred mentioned the snow has been built up in the parking lot and requested that AE cones off the area early in the morning and tow vehicles that don't move so that the plowers can remove the snowbanks. Fred requested homeowners to please rotate their cars in the parking lot daily so that they can remove as much snow as possible.

III. Policy Review

A. Trash & Recycling

Trash is picked up seven days a week; however, the trash enclosure was not built for that much activity. Steven opened the floor to discuss with the owners. Randy said he sees the enclosure opened several times a day and added that the restaurants put too many boxes in there; he thinks they should take their boxes over to the recycling center if it's an excessive amount. Jamie agreed and said most of the time they don't break down the

boxes. Linsey said she will talk to the Pinnacle operating manager about taking the boxes over to the recycling center.

B. Parking

Steven reminded the owners where the designated parking lot is for Basecamp Shops and Residences. All vehicles should have a parking sticker designating them as Basecamp residents. Steven asked if anyone is having issues at night finding parking and Laura said she rarely has issues. Randy and Fred agree that the vehicles being stored in the front spaces should move so that the people coming and going every day can utilize those spaces.

C. Dues Collections

Collections are not an issue in the Association. Robin gave the owners information if interested in setting up ACH. Reminded owners of the effect of a non-payment from the Declarations. No questions on collections or dues.

IV. Financial Update

A. Review FY2021 Financials

The HOA runs on a tight budget. Dues were not raised in 2021 due to the pandemic.

B. Review Proposed FY2022 Budget

- i. Review Operational Expense Budget Items and Dues - There will be a dues increase in 2022 for all units. Robin discussed the increases among residential and commercial units. He presented the budget and went over each line item with the homeowners.
- ii. Ratification of FY2022 Budget – Fred made a motion to ratify the budget as presented; Kevin seconded. Unanimously approved.

V. Adjournment

Tim Unrath made a motion to adjourn the meeting; Randy Westman seconded. Unanimously approved, and the meeting was adjourned at 7:37pm