

**Crossroads Townhomes**  
**Board of Directors Meeting Agenda**  
Tuesday, January 19<sup>th</sup>, 2021 – 6:00 PM MDT  
*Virtual via GoToMeeting*

**Attendance:**

**Crossroads Board of Directors**

- Lou Gilster
- Eric Northrop
- Jasper Garibaldi
- Laurel Wilkerson

**Alpine Edge Representatives**

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

**Crossroads Townhomes Homeowner**

- Shawn Heisdorffer

**GoToMeeting Access Instructions**

Join the meeting from your computer or smart device:  
[global.gotomeeting.com/join/933146157](https://global.gotomeeting.com/join/933146157)

You can also dial in using your **phone**:  
United States: [+1 \(669\) 224-3412](tel:+16692243412)

**Access Code:** 933-146-157

**1. Roll Call; Determine Quorum**

All Board of Directors in attendance, quorum met.

**2. Board Meeting Protocol Review**

Management walked the Board through the various requirements of the HOA that Alpine Edge handles as the property manager, also noting the formal titles for roles of the Board are a formality.

Brett Gunhus noted that there will be one board member titled as an At-Large. Officer terms are one year, and Director terms are three years.

**3. Appointment of Director to Vacant Seat**

Jasper Garibaldi motioned that Shawn Heisdorffer fill the vacant Board of Director seat, Laurel Wilkerson seconded. Motion passed unanimous. Shawn Heisdorffer accepted the appointment.

**4. Determination of Officer Positions**

Officer positions are:

Lou Gilster – President, Jasper Garibaldi – Vice President, Laurel Wilkerson – Secretary, Shawn Heisdorffer – Treasurer, Eric Northrop – Member at Large.

**5. Financial Review**

Robin Dew: *Summary*

Most of January actualized, still have the loan on the books. Current balance sheet notes \$78k in Reserve, when the Reserve Plan called for \$84k end of 2020. A lot of large-scale upcoming projects for CapX, as these have not been budgeted for. If any other projects are planned or Operating comes in over, this affects Reserve contributions that are already behind.

Steven Frumess: Would like to avoid roof shoveling, if possible, do not want any more damage done to the new roofs from shoveling if can be avoided.

The Board and Management has to be in communications to address or, if we are able, get in front of owner grievances. Financials will need to be reviewed end of Summer.

## **6. 2020 Annual Meeting Review**

Management asked the Board for thoughts on how the 2020 Annual Meeting went.

Eric Northrop voiced he believed it was a good meeting overall. Some talked after meeting, perception was row took precedent over the circle. Kevin Skruch was usually most vocal on the board and was in the circle. Shawn Heisdorffer will get that now. Mitigate pigeon and trash are primary and need to be addressed.

Steven Frumess added frustration as management as owners voiced issues. Felt management worked to focus per direction of the Board. Management wants to work toward making sure addressing the whole community.

### **a. Approval of Meeting Minutes**

Board agreed no changes to the minutes were needed.

### **b. Main Takeaways**

#### **i. Pigeon Plan**

Robin Hoffmann gave report on the pigeons and poop locations, where a sanitizing clean and deterrents were needed. Dale Deardorff noted this was first year with pigeons, they just showed up last winter.

Board and management discussed various options for mitigation, could it be done by an exterminator, were there guarantees exterminator would work or would it need to be done repeatedly.

All agreed to have 681A and 683B back decks power washed and sanitized, add netting to see if will stop the pigeons, as these two units affected the most. Also need power washing and mitigation at front stoops.

Brett pointed out photos of Dale's just since Sept when deck was cleaned. See what a more permanent solution could be. Will report to Board via email.

#### **ii. Trash**

Board and management discussed the trash. Brett Gunhus advised he had spoken with the attorney and was told a real camera or fake camera does not cause liability. Real cameras would be costly but could provide reassurance if a mugging or a fall. Fake cameras and signs could be effective deterrent.

Board decided to install two fake cameras, one on the back of 691 and above garage of 717, and new signage at dumpster notifying all of cameras in use.

This conversation moved into parking issues and noting master association people using their trash dumpster and their parking. Brett Gunhus advised he would look into the master association agreement for clarification.

## **7. General Maintenance**

### **a. Snow Removal Report**

#### **i. Plowing**

Board and management discussed the plowing, and it was noted that 2" of snow on a driveway will not trigger plowing, however, if get 2" at a time build up, creates lots of ice on driveways causing safety concerns too for owners in circle. Management contacted RKR again and discussed scope of work and the ice in the driveways has to be cleared.

Also discussed was the sidewalk in front of the row homes. Management was told it might be Town of Frisco responsibility. Was clarified that it is HOA responsibility. Management advised would get this addressed so not an issue for the rest of the winter.

ii. Roofs / Ice Dams

Board and management discussed ice build up on the lower roofs of the garages on row homes and a few sections of roof lines in circle. Management advised this topic would be on the agenda throughout the snow season.

Roof shoveling should be avoided if possible, as to not do even more damage to the newer roofs and also the repairs that had to be done from last snow season.

b. Landscaping (added per Steven's request)

**8. General Board Comments**

**9. Determine Date & Time of Next Board Meeting**

Board agreed to quarterly meetings on Tuesday evenings. Next meeting to be held before Association walkthrough so neighbors can join if they would like. Tentative schedule for April 6, 2021 at 6pm, walkthrough at 5pm.

Board would like to see copy of Trish Heisdorffer's xeriscape plan before next meeting to see about getting pricing from a landscaper.

**10. Adjournment**

Eric Northrop motioned to adjourn, Laurel Wilkerson seconded. Board approved unanimous. Meeting adjourned at 7:31pm.

**Action items:** Order cameras and signs. Once we get them, Board direct where to put them. Motion approved.

Talk again to Orkin and get it broken out a bit on questions and costs.