

# CROSSROADS TOWNHOMES

## Board of Directors Meeting Agenda

Friday, September 30<sup>th</sup>, 2020 – 11:00 AM MDT

Virtual via GoToMeeting

### Attendance:

#### Crossroads Townhomes Board of Directors

- Kevin Skruch
- Lou Gilster
- Lori Antolec
- Eric Northrop
- Jasper Garibaldi

#### Alpine Edge Representatives

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

#### Crossroads Townhomes Homeowner

- Laurel Wilkerson

#### GoToMeeting Access Instructions

Join the meeting from your computer or smart device:  
<https://global.gotomeeting.com/join/587378685>

You can also dial in using your **phone**:  
United States: [+1 \(224\) 501-3412](tel:+12245013412)

**Access Code:** 587-378-685

### 1. Roll Call; Determine Quorum

Quorum was met with all members present.

### 2. Board Consensus Items

#### a. Water Payment – 705B

Board – Kevin thinks \$300 – Lori wants to know about 2019 – wait or bill for 2020 to see costs  
Kevin \$300 for 2019 – Kevin wants to see water bills to confirm amounts – Steven what is \$300 for?  
Kevin difference what they would be versus irrigation. Went up a little over \$140 summer periods. He  
thinks it meets incremental costs. Lori agrees. Said within \$20 of what she was paid. Agrees that should  
close 2019. Brett – reach out to both units once a year to determine costs at Lori's and Laura's.

#### i. Future Policy

Should pay \$125 a year to each resident for the year – then if more, come back to board – Lori says wait  
till next bill comes in to see the new tiered bill

#### b. ADU Update & Homeowner Letter

Frisco gave Laura timeframe to get home to code, apparently has not brought into compliance. We should  
send a letter for timeframe to meet compliance. Jasper says yes, that's the bare minimum. Jasper said see  
what bylaws allow. Kevin said we can levy fines whenever. Kevin said tell her we need to see the plans  
by October 15<sup>th</sup> or we will levy fines Nov 1.

c. Payment Plan – 741B

AE needs board approval – Wingo would pay twice amount of dues each month to catch up. Robin D – she has not submitted payment but has reached out to Robin how to pay. Kevin likes plan. Write letter Board appreciates situation but need payment plan in place and they must meet the plan. Lori agrees. Board agrees. Maybe plan needs to include interest. Kevin said send as is and we will see what she does.

d. Governing Document Clarification

Docs ambiguous, need clarification. Have lawyer read through Docs to ensure are clear per Kevin. Lori said agree with a quote on price to review first. Could be higher price than estimated. Jasper agrees with Lori's suggestion to have a quote first. Changing rules and regs not too difficult. Kevin says he wants clarification from attorney who is responsible for what; homeowners vs association.

Have Brett reach out to Scott Susman for quote to read through Decs.

i. Pigeon Communication

Brett asked if the Board still wants to hold off on the pigeon communications. Jasper says we need legal review on Decs first to see whose responsibility the decks are. Lori agreed. Kevin says sit tight. Brett says AE will reach out to owners on update once there has been a determination. Kevin asked for quotes on prices for pigeons and power washing.

e. Landscaping

i. Entrance Project Postponement

Postpone till next year. Kevin said finances tell them to wait till spring. Market is super hot and whether units would sell quickly or not. Property values coming along nicely. Possibly remove trees next year. Need arborist to review. Lori – agrees. Should reach out to ?? on contribution to landscaping ideas.

ii. Sunrise Invoice

Steven – received total summer bill - \$6,300 included all mow and trims, noxious weeds eradication, added mulch, cobble and weed clean up, pruning. Steven recommends more spend on landscaping in future budgets. Previous year spends not reflect on what needs to be in budget. Just waiting for irrigation blowout invoice. Kevin said things like fairly well kept.

**3. Autumn Maintenance**

a. Roofing Inspection

Peter Hanak – Steven wants to know what happened to lower roofs? Kevin said they had significant snow storms, warm weather in between. Some leakage in his unit, 3' of snow. Units in the row predisposed to ice and water damage. They had ice removed. Kevin thinks they damaged the roofs. Steven said if you have to, you do it, but if no leaks, try to avoid the shoveling.

Steven wants to document where ice dams form over the winter so we know where to address.

All lower roofs has holes, cracks, leaks. \$9750 to repair.

To replace, about \$15k.

Jasper says serious issue. Propose given damage type and dollar amount, add to list of questions for attorney. Steven – Master policy would subrogate with the owner's insurance. Laurel agrees clarification is needed cuz her roof situation.

Jasper agrees all damage is needed to be fixed

Kevin says that litigation is a last resort, and that it's not likely that we can win a court case on this

The Board is in agreement that the damage is very likely due to negligence in snow removal from the roofs, but it's not likely that there is any proof

The Board would like AE to reach out to roofer to determine a quote for the absolutely necessary repairs.

Kevin said we need to move quick and make a decision.

AE to get most important items done pricing. Kevin said they will see on price before doing all, some, or replace. Steven agrees.

#### b. Other General Maintenance

Alpine Edge reviewed Rafa's suggestions and made a note to include the repairs to Lori's siding.

Lori - 2<sup>nd</sup> floor joins roof over front door area. Hole in wall, could be siding or insulation. Can't maintain 68 degrees so they did energy audit. 28 degree air coming in through that area. Contractor said this is an outside issue 1"x 1". Kevin said needs to know root cause, wants to come take a look. Kevin agrees this needs to be fixed, period. Steven said we will plan for that. Kevin says even if dip into reserves, we get it done with Rafa, including Lori's. Lori and Eric agree. Jasper agrees to include Lori.

Brett – any other maintenance items to mention? Kevin says maybe Laurel can streamline homeowner comms for maintenance items. Everyone agreed. Brett told them to let her know and he will work with her on building the process.

### **Review of Proposed 2021 Budget**

Robin D – per board – keeping dues flat so revenue should be the same. Steven said we found money.

Loan will be paid off June 1<sup>st</sup> 2021. This saves \$16k in principal and interest. About \$ 12k left on loan. If roofing, siding about \$18k, this savings would have only small balance to cover the repairs.

Increase legal budget? Board says should change to \$1500.

Brett will talk to Kinser Insurance to find out exact coverage. Steven said need comprehensive coverage.

Kevin wants to talk to Master HOA – see about parking permits and violations slips.

Cable – AE seeing cable bill coming in from Comcast \$1220.16. It went up \$80 from last year. Change budget to reflect actual pricing.

AE recommend increase in bldg. maintenance. Board agrees to change to \$4200. Will know more next year after full year.

Bring up budget on Common area and grounds maintenance. Advising \$5500 for 2021. Board agrees, will discuss further on what the Board wants it too look like. (Sunrise)

Snow removal – traditional heavy equipment line. \$880 a year. Some of the extra snow removal should be separated. Snow Removal Extra for \$1000, Snow Removal Monthly Contract - \$700 a month for winter. This would be better tracking. Board approved.

Kevin – Master goes with RKR – stick with RKR – Jasper said last year Master dumped snow and blocked parking. Don't want to see this again.

Roof Shoveling would be contracted out to Bobby Cat. Would like to walk through expectations with contractor and clarify what Board wants to see.

Do quarterly transfer to reserves instead of monthly. Board agrees.

Lou – looks like result in no increase in dues even though adding money to budget lines. Robin said what lines it would come from and will send over new budget over shortly.

#### **4. Adjournment**

The meeting was adjourned at 12:45 PM.