

**ALPINE CONDOMINIUMS HOA  
BOARD OF DIRECTORS MEETING  
WEDNESDAY, OCTOBER 18, 2023, 5:00PM  
ONLINE  
MINUTES**

- I. Call to Order & Establish quorum, 5:14pm
- II. Board Members Present- President, Dean (H33); Treasurer, Brendan (F30); Secretary, Nomali (J37); Member, Camilla (H34); Member, Barry (E9)
- III. Homeowners Present - none
- IV. Management Present- Laurie Riedeman, Essential Community Management
- V. Homeowner Open Forum
  - a. Nomali asked about the status of the J Door Maintenance Request. PropMaintenance accepted the work order.
  - b. Nomali asked about the wheel stops and moving the parking spaces. Both are covered in the agenda.
- VI. Approve Minutes from September 20, 2023- Approved via email 9/26/2023
- VII. Business Completed via email- Snow Removal Contract Approved 10/10/2023
- VIII. Reports:
  - a. President
  - b. Treasurer- Financial Report from 9/30/2023
    - i. Operating: \$6,850.23
    - ii. Reserves: \$40,744.43
    - iii. Total: \$47,594.66
    - iv. Total 9/30/2022: \$67,601.15
- IX. Old Business
  - a. Maintenance Issues
    - i. NE Gate Enclosure- submitted 3 RFPs
      - 1. BCG- No response
      - 2. D and D Fencing
      - 3. ABC Custom Iron: \$2978.71
      - 4. The Board discusses whether it was necessary to get additional bids.
        - a. Dean motions to accept the proposal from ABC Custom Iron, Barry seconds. All in favor.
  - b. Wheel Stops
    - i. Management will meet with someone from PropMaintenance the last week of October/first week of November to discuss the placement of the wheel stop in the visitor space.
  - c. Bike Shed – pending on someone from the community taking lead on acquiring grants.
    - i. Camilla and Nora will meet to discuss this.
  - d. Building C Basement Clean-out
    - i. Laurie presented wording for the Basement Rules for the Board to review
    - ii. Dean motions to accept the language for the Rules and Regulations document and a sign for the basement.
    - iii. Dean will post the information on Facebook.
    - iv. Once owners will be notified a junk removal company will be scheduled to haul away the items left in the basement.
  - e. Unit C4 patio maintenance- Completed

- f. Parking Space 28 move
  - i. Asphalt Doctors quote of \$650
  - ii. Management is meeting with PropMaintenance the last week of October/first week of November.
- g. Dark Skies Light Fixture
  - i. Nomali sent a photo of the new light fixture to the Board.
  - ii. <https://lightbulbsurplus.com/dark-sky-approved-led-outdoor-wall-light-fixture/>
  - iii. Nomali will order one fixture and the HOA will have it installed. The Board will then decide if the money should be spent on replacing all the fixture.
- X. New Business
  - a. 2024 Budget
    - i. Management shared the information from the HOA Attorney, Melissa Garcia regarding the Governing Documents requirements for monthly Special Assessment.
    - ii. Board had a lengthy discussion about the best way to implement the equal distribution of the monthly assessments.
    - iii. Board discussed crucial need to increase the Reserves
    - iv. Dean motions to increase the dues to \$440 a month per unit. Barry seconds. All in favor.
- XI. Other New Business
  - a. Building H Boiler Issue-
    - i. Management received several calls regarding the heat not working in the F-J buildings.
    - ii. H&M found the boiler pump burned out because the boiler was dry. Connor asked if any recent plumbing work had been done. New pump was installed.
    - iii. Planet Plumbing drained the system to do repairs on a unit in September.
    - iv. Management wrote a letter to Planet Plumbing asking for them to pay for the new boiler pump.
    - v. Boiler in building C was inspected and running fine.
  - b. Dean followed up about a message Management sent regarding high water usage last month.
    - i. Management has not received this months' water bill to see if there was a change.
    - ii. 2 plumbing repairs have happened in units this month.
  - c. Dean wants the kickplates installed on the 2 doors that have complained about scuff marks from bikes and shoes.
    - i. Dean motions to have the kickplates installed on I and J doors for \$100 each. Brendan seconds. All in favor. (Nomali had to leave the meeting early and was unavailable to vote.)
  - d. During the most recent sewer inspection, Garvin's found a belly in the line.
    - i. Management had the sewer line scoped and sent the video to Around the Clog for a second opinion.
    - ii. Around the Clog did not think it was necessary to repair at this time as water is completely flowing through the sewer line.
    - iii. Board will continue to monitor.
- XII. Confirm Date and Time of Next Meeting
  - a. Wednesday, December 20, 2023, 6:00pm- Annual Meeting

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XIII. Adjourn 6:27pm