



**Anchorage West Condominium Association
Board Meeting**

February 23, 2023 10:00 AM
ZOOM VIDEO CONFERENCE
SRG CONFERENCE ROOM

Minutes

I. Call to Order

- A. The meeting was called to order at 11:00
- B. The meeting announcement was posted to the website in advance.
- C. Meeting attendees included:
 - a. Jim Sebben, President
 - b. Melissa Barrett, Vice President
 - c. Tony Scalise, Director
 - d. Tim Aylott, Secretary
 - e. Bruce Douglas, Treasurer
 - f. Kevin Lovett, SRG
 - g. Steve Wahl, SRG
- D. Quorum was established for the meeting.

II. Owners Forum

- A. Other than Board members, no other owners were in attendance at the meeting.

III. Review and Approve Minutes from November 2, 2022 Board meeting

- A. The 11/2/22 Board Meeting minutes were sent to the Board in advance of the meeting.
- B. No modifications to the meeting minutes were requested.
- C. A motion to approve the 11/2/22 meeting minutes as presented was made by Tony Scalise, seconded by Jim Sebben and approved unanimously.

IV. Financials

- A. Review financial report
 - a. Financial Report as of December 31, 2023
 - i. December 31, 2023 close financials report that we have \$12,404 in Operating and \$59,818 in reserves.
 - ii. December financials report \$202,875 of actual YTD expenditures vs \$192,495 of budgeted expenditures resulting in an expense overage of \$10,380 (5%) to date. This 5% overage is compared to inflation rates that have been running closer to 10% this year.
 - iii. Areas of significant expense variance
 - 675 82/81 Leak Insurance Claim \$6,294 over budget
 - 515 Water & Sewer \$3,057 under budget
 - 515 Building Maint; \$2,484 over budget
 - 516 Boiler and Heat R & M; \$2,304 over budget
 - 530 Grounds Maint \$2,213 over budget
 - 535 Pool maint; \$2,161 over budget
 - 540 Snow Removal \$2,556 over budget
 - 570 Property Taxes; \$2,300 under budget, not paid yet
 - 635 Contingency \$4,610 under budget

- iv. Reserve Assessment
All reserve transfers have been made YTD.
- v. Accounts Receivable
There is a total of \$4,800 61-90 days past due, 6 owners owe \$400-\$1,000.
Accounting has issued late statements to these owners.

- B. Capital Plan, long term capital projects discussion.
 - a. The reserve budget currently includes a Special Assessment of \$800,000 in 2025-2026 or \$17,021/unit. This was established to cover the cost of anticipated balcony railing replacements, asphalt work and building siding.
 - b. The HOA wants to determine the actual cost of railing replacements but would likely not pursue this unless required to by the County or insurance provider.
 - c. The existing siding has lasted 50 years. The roof fascia will need replacement but this is tied to the roof and will likely not be replaced until the roof is replaced. These projects make sense to do together.
 - d. Asphalt replacement could be done in stages (boat lot/upper building/lower south building).
 - e. The Board wants to get an estimate on pool deck replacement cost when Alpine Pool is here doing the pool liner this Spring.
 - f. Notice needs to go to owners about a potential Special Assessment so nobody is surprised. This will be part of the discussion with the 2023-24 budget process. Need to call out items that make up the SA so owners understand.
- C. 2023-24 Budget
 - a. SRG sent a draft budget to the Board in the meeting packet.
 - b. The draft budget was updated to reflect a \$10/mo/unit dues increase beginning in August 2023.
 - c. This change would increase dues from \$600/mo to \$610/mo
 - d. The board suggested increasing dues to \$625/mo to avoid another increase in the near term. Costs continue to increase.
 - e. The BOD will review the budget again at the May meeting. The budget is typically ratified at the Annual Meeting with all owners present.

V. Ratify Board Actions via email

- A. A motion was made to ratify the Board Actions Via Email by Jim Sebben, seconded by Melissa Barrett and approved unanimously.
 - 11.7.22 Minutes approval for 11.2.22 BOD meeting
 - 11.7.22 House Bill 1137 policy change approval
 - 12.13.22 Deck firewood message approval
 - 1.5.22 Hot tub cover disapproval

VII. Old Business

- A. Lower south building leak identification
 - A gauge was installed to monitor the pressure on the boiler lines in an attempt to find a reduction in the pressure indicating a leak. This is checked every Friday.
 - There has been no perceptible reductions in the pressure.
- B. Pool liner resurfacing
 - Schedule for Monday, May 1 weather permitting.
 - Downpayment was mailed to Alpine Pool
- C. Carport support bolts
 - a. Based on the recent building inspection, it was called out that some of the bolts holding the support plate in place on the west side of the carport were

missing. SRG personnel drilled the necessary holes and installed the missing bolts

- D. Zone valves
 - a. SRG maintains an inventory of replacement zone valves. This is a budgeted item. SRG has placed an order for additional zone valves recently.
- E. Lower south building descaling
 - a. This was not done last summer due to lack of access to all units
 - b. The existing lines are old and may be subject to damage by descaling according to Ace Sewer
 - c. Mark from Dillon Water suggested doing a liner installation in order to prevent damage to the lines. SRG will get estimates on the cost of this vs descaling.
- F. Pipe banging from the heating system
 - a. Tony Scalise states that there is still some pipe noise but it is infrequent and is muted compared to the past.
- G. Hot tub leak
 - a. SRG let the hot tub leak run until it stopped leaking. The water stopped leaking at one of the jets. SRG has called Kaupas Water and requested that they repair the leak that has been identified at the jet. The hot tub is losing 6" to 7" of water over night.
- H. Pinhole leak #101
 - a. There was a leak in a copper supply line above the entry door at #101. This is being repaired. SRG expects that the total cost will be close to the HOA insurance deductible amount. Assuming this is the case, an insurance claim will not be made. There is no need to file a claim for an amount close to the deductible amount since it is a net zero claim and will affect the HOA policy premiums in the future. There was recently an insurance claim that was filed for a frozen pipe at #82. The cost of this claim exceeded the HOA deductible.
- I. Tony Scalise stated that his zone valve in #71 is a normally closed valve which is not standard for the building. This valve is a Honeywell zone valve with a manual open lever on the side of the valve. It is not a pop off zone valve as is standard for the building. The radiator is soldered at either end. The new standard is for unions rather than soldered ends. All zone valves were supposed to be changed in 1995. Tony's unit needs to be upgraded to the HOA standard.

VIII. New Business

- A. Siding estimates
 - a. SRG is procuring estimates for replacing the existing wood siding
- B. Unit 125 in the upper building had a sewer backup. This was because the drain line over the carport had frozen. SRG has a contractor coming next week to see if additional insulation can be added in an attempt to not have the drain lines freeze again. Jim Sebben added that toilets should be flushed regularly since the new 1.6 gallon toilet standards do not force as much waste through the lines which may contribute to the freezing sewer lines.
- C. Chris Riley, the onsite manager, is going to move back to CA and will be leaving SRG on 4/1/23. Kevin Lovett is searching for a replacement for Chris. The HOA inquired about bringing the previous property manager, James, back.
- D. There is paint bubbling in the carport between #71 & #72 which needs to be painted.
- E. There have been requests for fireplace cap replacements. Fireplaces are not taking in fresh air causing a backflow. SRG will send a message out to owners letting them know that they may need to crack a door in order to make up for the lack of fresh air in order to prevent backflows.
- F. Outside storage
 - a. This refers to exterior storage, carports and stairwells.

- b. What is allowed to be stored in carports? Not much. Melissa Barrett volunteered to remove her wood storage rack in her carport.
 - c. Owners who are violating carport and stairwell storage rules need to be informed and ask to remove items.
 - d. All items that are being stored outside of HOA rules should have items removed by 4/1/23.
- G. Windchimes on the deck at #82. The owner has been sent an email asking to remove the windchimes. The Board all agree noise nuisance must be addressed and will ask the owner to dampen dinger with wrapped rubber.

IX. Next Meeting Date

- A. The next BOD meeting will be scheduled the first week of May. The Board wants to wait until the pool liner project has been started before conducting this meeting. Steve will send an email with potential dates.
- B. The annual meeting is scheduled for Saturday, July 15 at 9:00 via Zoom

X. Adjournment

- A. A motion to adjourn the meeting was made by Tim Aylott, the motion was seconded by Jim Sebben and approved unanimously.
- B. The meeting was adjourned at 12:34.