

**Stoney Brook Homeowners Association  
Minutes of the Meeting of the Board of Directors  
August 24, 2022  
Stoney Brook Clubhouse and via Zoom**

Amended by the Board - September 28, 2022

**Directors Present:** Bob Bulkley, Evelyn Burke, Debbie Wolach, Bill Letson, Craig Weber, Andy Klatskin, Hal Fireman, Jack Kiner, and Laura Goff (via Zoom)

**Others Present:** Angela Miller, General Manager

**Homeowners Present:** Katrina Shanks (Unit 311) in person; and those attending via Zoom were: Stan Trout (Unit 474), Dolly Bunke (Unit 128), Jerry Gordon (Unit 323), Linda Watson (Unit 132), Bill Taylor (Unit 11), Ellen Epstein (Unit 393), Paul and Kathy Anderson (Unit 105), Mike Meisinger and David Zupancic (Unit 326), Holli Benkelman (Unit 379), Ed and Kathy Pittaway (Unit 434), Stacy Beakes (Unit 462), and Larry Harper (Unit 340)

**Call to Order:** Mr. Bulkley called the meeting to order at 6:30p.m. with a quorum established.

**Homeowners Comments:** Ms. Shanks inquired if the HOA is advising residents of the 5% rebate being paid to the HOA by Comcast. Mr. Fireman stated the HOA does receive a revenue share compensation from resident subscribers because Comcast has access or easement rights within our community. Mr. Anderson inquired about the asphalt markings on streets within our community. Mr. Fireman mentioned Xcel will be upgrading all transformer lines; the markings are for utility line locations; We will work with the contractor and Xcel to restore the asphalt to its current condition. Ms. Epstein had submitted comments with respect to the new collection policy and inquired if her comments will be incorporated into the policy, so any future boards and managers would have no questions about how ACH payments are handled and will not be considered delinquent when withdrawn according to the Stoney Brook schedule. Mr. Bulkley stated Mr. Klatskin will address this later in the meeting.

**Approval of the Minutes:** A motion (Kiner/Wolach) to approve the July 27, 2022 and a motion (Kiner/Klatskin) to approve the August 10, 2022, Special Board Meeting Minutes both as written passed with no opposition.

**President's Message:** Mr. Bulkley mentioned: the renewal of HOA insurance coverages is complete and renewed as of August 13, 2022. The policy had a 29% premium increase over the previous year; that Mr. Klatskin and Elina Gilbert, the HOA's attorney, have been working on updating our policies to comply with new State laws; further, a new website platform has been proposed to better fit the HOA's needs; and lastly, Ms. DuHadway, Nominating Committee chair, has requested recommendations for the names of candidates to run for the Board.

**General Manager's Report:** Ms. Miller provided the following report:

**ONGOING PROJECTS:**

- In-house tree trimming and pruning

- Mowing & Edging/String Trim moving to every other week
- Pond Treatment and Stream cleaning
- Weeding out planters
- Spraying herbicide on lawns
- Mulch in common areas
- Equipment preventative maintenance
- Arbor Garden: storm damage and pruning
- Paint Units – completed 3 buildings; will be starting on Units 343-345 this week
- Yosemite Fence – staining (street side)

#### **NEW PROJECTS:**

- Yosemite/Temple corner monument sign caisson installation (Sept); 811 has been contacted

#### **COMPLETED PROJECTS:**

- Tree removals at Unit 401 & 409
- HOA Insurance
- , Pool/Hot tub, and
- Fire Inspections

**Treasurer's Report:** Mr. Fireman provided and discussed the July 2022 financial reports. Mr. Fireman reported a balance of \$50K in the operating funds after the insurance renewal payments. Mr. Fireman mentioned we have yet to draw on the Line of Credit. Mr. Fireman provided an Analysis of Insurance Costs completed by Mr. Cowan; per this report we will need to recoup a shortfall of about \$60K next year due to the higher than planned for insurance premium increase. The premium increase was based on higher-than-expected hazard losses suffered by the insurance market as a whole; and we increased the coverage valuation since the Committee felt the buildings/units were undervalued. Mr. Fireman is anticipating a significant dues increase for 2023 to cover our ever-increasing costs of operations. The staff has been reviewing ways to lower cost where possible. The balance sheet as of the end of July reflects consolidated reserve balances of \$633,478 of which \$619,148 is in bank checking or investment accounts, and another \$18,558 is allocated to prepaid insurance

**Finance Committee:** Mr. Fireman thanked Mr. Wolach for modifying the layout of the profit/loss report to make it easier to read and understand.

**Long-Range Planning Committee:** Mr. Weber reported the Committee met today, August 24, 2022. The purpose of the meeting was to focus on what to do with Court 3. Mr. Weber pointed out a couple of proposals were presented including the possibility of installing a temporary bocce ball playing area. He also reported that Ms. Wolach has taken on the challenge to incorporate a better reservation system on the website to evaluate the demand of pickleball usage. Mr. Weber

said he expects to post on the website the draft LRP meeting minutes which will contain more detailed information.

**Architectural Review Committee:** Ms. Wolach reported the following ARC approvals in July.

- Unit 112 relandscaped the front, back and side of their unit.
- Unit 343, 344 and 345 elected to change the color of their building to white,
- Unit 323 and 324 elected to change their building color to white,
- Units 426, 427 and 428 elected to change their building color to putty , and
- Unit 127 requested the removal of a pine tree on their property.

Ms. Wolach mentioned the paint on cream color units has lasted an extended period , and accordingly the ARC committee approved reinstating the cream exterior paint color to be available this paint cycle.

A **motion (Wolach/Kiner)** to accept ARC recommendation of adding the cream color back into the approved paint option list and the current paint schedule passed with no opposition.

**Website Committee:** The website committee recommended at the July Board meeting a web developer to re-design the Stoney Brook HOA website to meet our needs. There will be a one-time development and set up fee with minimal fees for any add-ons or modules, and over time, the cost will be substantially less than the current fees we are paying.. It is anticipated that the new website will be able to accommodate a pickleball reservation system, and so, Ms. Wolach, Ms. Burke, and Ms. Goff will meet to discuss the pickleball court reservation system process and rules.

A **motion (Weber/Kiner)** to accept the website committee recommendation for a new website platform subject to the Board's review of the contract passed with no further discussion.

**Landscape Committee:** Ms. Lederer provided the Committee's report on the following projects/activities:

1. Created a project management schedule to help the General Manager, Landscape Committee, and Grounds Crew schedule, sequence, and keep track of major replanting and smaller landscape projects.
2. Submitted major replanting project proposals for 2023 to the Budget Committee chair with designs, material lists, and detailed cost estimates
3. Designed and installed a xeric (drought-tolerant) demonstration garden in the common area at the corner of Spring Creek and Deer Canyon Court (corner of Unit 454).

Mr. Fireman commended Ms. Lederer on the excellent job she has done providing the Finance Committee with proposed budget numbers and plans for current and upcoming projects.

**Social Committee:** Ms. Burke reported the Fall Event is scheduled for September 10, 2022 on Tennis Court 2; the DJ has been lined up, Ms. Lederer is in charge of arrangements for the food and Mr. Cowan will bartend for the event.

**Insurance Committee:** Mr. Beakes reported the Board accepted the recommended HOA insurance renewal policy. The recommendation included an increase of the property values by

15% over last year, and an increase in the fire perils deductible from \$5K to \$25K to offset a portion of the increased premium for higher property valuation that was purchased. Mr. Beakes mentioned there is one ongoing issue yet to be resolved which is the liability insurance coverage. For various reasons our current liability carrier attached an exclusion for snow removal claims; the HOA did bind the renewal with the current carrier. Our agent's goal is to have a market alternative in place by mid-September that does not provide for this exclusion. Mr. Weber thanked the Board and the Committee for taking the steps of increasing the building valuations by 15% in light of the recent Marshall Fire and he recognizes the potential for building valuation increases in future policies.

**Clubhouse Committee:** Ms. Burke provided updated revisions per the following sections of the Clubhouse Reservation form and these revisions were approved by the Board for the membership to review and comment.

***All revisions are in bold italics***

- **1.2** – A Member in good standing with the SBHOA or the Chateau at Stoney Brook Condominium Association will be able to apply for a reservation. The Member renting the Clubhouse will be referred to herein as "Renter" or "Renting Member". ***No outside group or individual should be granted use of the clubhouse.***
- **5.1** - No alcoholic beverages may be served or consumed outside the Clubhouse and wooden deck area adjacent to the Clubhouse. Drinking in the parking area is expressly prohibited. No glass containers are permitted on the concrete deck surrounding the pool. ***Pool, Spa, and concrete Pool deck area are not included in clubhouse rentals.***
- **6.6** - ***Renter agrees that no sales or business transactions will be conducted in association with clubhouse rental. Clubhouse may not be used for political fundraising, political functions, and/or political meetings. Clubhouse use for gatherings of Stoney Brook/Chateau members exclusively may include a nominal fee for events such as lectures and classes. The fee will be paid by Stoney Brook/Chateau attendees. Lectures presented by businesses or individuals with the potential of promoting future business transactions for the presenter will be allowed. Permission must first be obtained at the Stoney Brook office.***
- **7.1** – The maximum occupancy for the SBHOA Clubhouse is 126 persons. One adult **must** be present for every eight (8) persons under the age of 16 to provide adequate supervision. ***Rentals for events involving non- Stoney Brook members are limited to 55 persons.***
- **9.1** - Clean-up of the Clubhouse is the sole responsibility of the Renter. All of the above rentals will be required to make a deposit of \$300 to cover the cleaning and damage fee in the event the facility is not returned to pre-rental condition. If clean-up is unsatisfactory a minimum of \$125 (***Fee subject to change based on cost of outside cleaning services***) will be deducted from the \$300 deposit. ***In addition, all parties involving non-Stoney Brook guests, a non-refundable \$100 usage fee will apply.*** There is no usage fee for gatherings of all Stoney Brook/Chateau members. If a renter chooses not to perform the cleaning tasks, the renter may opt to voluntarily pay the \$125 cleaning fee.
- ***\* To the extent any portion of these Clubhouse Rules conflict with any other existing rules or policy of the Association, these rules shall control effective (Date TBD).***

**Communications Committee:** Any articles for the September/October newsletter should be submitted by August 26, 2022.

Mr. Trout had a request that the HOA would be obliged to notify the community anytime somebody had a funeral or some other event in the clubhouse. Mr. Trout wanted to make it clear the HOA is not obligated to broadcast an event, memorial service, or rental unless requested by the renter or a family member.

### **Old Business:**

*Educational Meeting:* Ms. Burke has volunteered to chair this committee. The meeting will be held in October for new owners and current residents.

*New Policies to comply with recent laws:* Mr. Klatskin mentioned that the updated rule enforcement and collection policies from our HOA attorney which comply with the new laws were sent to the membership for any comments before being finalized. Paul Anderson stressed the importance of the Board's following the specifics of the new laws.

### **Collection Policy:**

- **Due Dates:** Ms. Epstein suggested the policy should be revised to reflect our ACH withdrawals policy which are currently processed on the 10th of each month and should not be considered delinquent. Mr. Klatskin proposes: Installments of the annual assessment as determined by the Association and as allowed for in the Declaration shall be due and payable on the 1st day of each month. Assessments or other charges not paid in full to the Association within 10 days of the due date shall ***be considered past due and delinquent and shall*** incur late fees and interest as provided below. ***ACH payments scheduled with the Association to be withdrawn by the 10th day of each month shall not be considered past due if, through no fault of the Unit Owner, the withdrawal occurs after the 10<sup>th</sup> day of any month.*** In the event notice of acceleration is given to delinquent Owner(s), the Owner(s) of the unit shall also be charged any costs incurred by the Association in giving notice of such acceleration.
- **Late Charges on Delinquent Installments:** The Board agreed to keep our existing policy of 10% late charge on a balance owing, not the suggested \$25.00 late charge. The per annum on the amount owed increased from 6% to 8%.
- **Collection Procedures/Time Frames:** 10 days after due date

### **Rule Enforcement Policy:**

- Received no homeowner comments
- Mr. Klatskin suggested revising the Fine Schedule for Violations fees.

A **motion (Fireman/Weber)** to accept Mr. Klatskin's recommendation for the Collection Policy, ACH payments withdrawn on the 10th shall not be considered past due; late fee to be 10% versus the template policy of a \$25 late fee charge and the Rule Enforcement violation fee change to a max of \$500 not \$250, passed with no opposition.

The Board discussed the Procedure of Conducting a Meeting policy that took effect August 9, 2022 which allow homeowners to make a comment with a time limit before a Board takes a vote

on an issue The Board agreed to allow recording of the meeting. Mr. Klatskin will make the revisions to send to the homeowners for comments.

**Executive Session:** At 8:08 p.m., a **motion (Kiner/Weber)** to adjourn into an Executive Session to discuss account in arrears, which passed unanimously. At 8:39 p.m. a **motion (Weber/Kiner)** to resume the regular session passed unanimously.

**Adjournment:** At 8:40 p.m., there being no further business, a **motion (Burke/Fireman)** to adjourn until Wednesday, September 28, 2022, passed unanimously.

Respectfully submitted,  
Angela Miller, Recording Secretary