

**Stoney Brook Homeowners Association  
Minutes of the Meeting of the Board of Directors  
November 17, 2021**

Approved by the Board – December 15, 2021

**Directors Present:** Stan Trout, John Cowan, Craig Weber, Jack Kiner, Robert Bulkley, Debbie Wolach, Andy Klatskin, Uli Kappus, and Bill Letson

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

**Others Absent:** Oliver Lynch, General Manager

**Homeowners Present:** Evelyn Burke (Unit 44), Bill Taylor (Unit 11), Katrina Shanks (Unit 311), Jerry Gordon and Laura Goff (Unit 323), Mark and Nancy Winski (Unit 428), Ellen Epstein (Unit 393), Kay Ceilley (Unit 378), Holli Benkelman (Unit 379), Paul Anderson (Unit 105), Bonnie Markman (Unit 111), JoAnn Taylor (Unit 455), Lucille Zwanzig (Unit 456), Kerry Santambrogio (Unit 8), Thomas and Linda Watson (Unit 132), Stephen Miller and Diane Jarbawi (Unit 10), Kate O'Brien Minson (Unit 473) and Amy Turner (Unit 22)

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

**Homeowners Comments:** Mr. Taylor referenced the statement in the October Board meeting minutes of “people are saying we are not doing our job correctly”, then mentioned he recently observed another HOA meeting to discuss their 2022 budget where their Board was not prepared as our Board of Directors.

**Approval of the Minutes:** Mr. Trout prefers to add the word Committee (in italics) in the following sentence of the Grounds section: Porfie had his last day for the Grounds *Committee* and hoping he returns for next Spring. A **motion (Cowan/Weber)** to approve the October 27, 2021, Meeting as amended passed with no opposition.

**President's Remarks:** Mr. Trout mentioned the passing of Ila Adams earlier this week with the remembrance of her always taking pictures at the social events and a memorial will be held Friday, November 19th at the Stoney Brook Clubhouse or by zoom. Mr. Trout stated Xfinity (Comcast) will be upgrading their system, any downtime or outages should be minimal during this process.

**General Manager's Report:** Mr. Lynch provided the following report:

**ONGOING PROJECTS:**

- Leaves clean up
- Pond & Stream clean up
- Painting to be completed by the end of November

**NEW PROJECTS:**

- Retaining Wall @ Unit 370

**COMPLETED PROJECTS:**

- The 2007 & 2009 GMC truck repairs (steering and front bearings) = total cost \$6,236  
Mr. Cowan mentioned two trucks were repaired totaling \$6.2K, this will most likely put the Vehicle Expense over budget \$4K for year end.

**Treasurer's Report:** Mr. Cowan provided the October 2021 Financials. Maintenance salaries over budget (\$4K) due to an approved salary increase and a new hire. Legal over budget (\$2K) due to review of contracts, declaration amendment and miscellaneous HOA fees related to our terms; Sewer Laterals under budget (\$3.8K) and anticipate it to be under for the year; Master Replanting over budget (\$3.8K) YTD due to the availability and price for retaining blocks to install terraced planters at Union. Exterior Paint under budget due to timing of project. Trash removal over budget (\$3K) due to daily dump fees of leaves. Utilities under budget (\$10K) year to date; Operations YTD cash flow under budget by \$4K. Mr. Cowan mentioned Court 1 will not be resurfaced until next year due to late in the season, currently \$12K in the budget anticipating being billed for half since the pickleball nets have been installed. The Road Assessment shows \$25K still owing in the accounts receivable report. At the end of October, the balance sheet reflects consolidated reserve balances of \$511,509 with \$245K in our checking or investments accounts, and another \$237K is in prepaid insurance, which will result in increased cash flow over the next 9 months as a result of being a non-cash item in the Profit and Loss Statement.

**Long-Range Planning Committee:** Mr. Weber mentioned they are still waiting to receive the Reserve Study. Mr. Weber, Ms. Stonbraker and Ms. Wolach met to assess the signage to determine the amount to place in the LRP budget. Ms. Markman mentioned the committee will be meeting next week to discuss pool furniture.

**Finance Committee:** Mr. Cowan stated the 2022 Proposed Budget was submitted to the homeowners, the estimate of what to expect for 2021 and the 5-Year plan in addition a letter explaining the bullet points of the proposed budget.

*Insurance:* increase of \$30K.

*General Manager:* GM replacement funds of \$25K for contingency.

*Reserves:* Capital Reserve instead of the \$44K funded from HOA dues, beginning in 2022 \$74K will be funded from dues and added to the \$100K in the anticipated new owner fees. Operation Reserve expecting to reach \$282K by year end. The Capital Reserve is estimated to total \$160,000 at year end some of which is residual from assessments less costs.

*Capital Reserve Fee:* should anticipate \$25K by year end from 2021 purchases.

*Future Reserve Expenditures:* other than normal expense items the following are included in the budget clubhouse, signs and finishing the fence along Yosemite. The stone pillars on the Yosemite fence, which we will defer until we have the staff availability - estimating April 2022.

*Homeowners Comments:* Mr. Miller asked if some people haven't paid at all towards the Road assessment? Mr. Cowan mentioned owners have set up a payment plan if they weren't able to pay the full amount. All are paying as agreed and should be fully paid within a year.

Mr. Kappus was shocked how much the gas (utilities) has doubled and have we planned for this increase in the proposed budget. Mr. Cowan will check to see if this line item will need to be adjusted for the clubhouse/pool gas item.

**Architectural Review Committee:** Ms. Wolach reported two approvals and three requests in progress.

**Grounds Committee:** Porfie has been working for the Grounds Committee until last month and is now under the general ground duties until the end of November. Ms. Wolach pointed out the community has Kentucky Blue grass which uses a lot of water and suggested considering a turf expert to determine what variety should be used to eliminate so much water consumption. In regard to the signage, Ms. Wolach and her committee will be presenting a proposal to replace directional signs to make them less confusing and keep the logo even on the monumental sign at the corner of Yosemite and Union. The terraced planting and water source will need to be installed at this corner and along Union. Mr. Klatskin asked about an update on the ash-borer. Ms. Wolach responded the ash-borer is

coming and there is a treatment (not sure how effective), which is a concern down the road. Mr. Cowan mentioned the common area trees are already being treated.

**Safety Committee:** Mr. Kiner noticed many garage bulbs are not working, contact the office if the bulbs need to be replaced. Mr. Kiner mentioned recent issues with cars being left outside unlocked and shame on you since the precautions have been discussed many times. Mr. Kiner advised to check the batteries in your smoke and carbon monoxide detectors, also check your fire extinguishers. BE VISIBLE - carry a flashlight or wear reflective clothing if walking at night.

*Chat Conversation:* Ms. O'Brien Minson suggested considering xeriscaping to reduce water consumption. Ms. Wolach responded all replacement plants are xeriscape.

Ms. Silverberg Jarbawi asked about the \$25K in the GM Transition Allowance. Mr. Bulkley reassured we are looking at property management companies, in-house and will advertise through CAI program for potential candidates. No one is being paid for the GM search.

**Insurance Committee:** Mr. Trout mentioned Mr. Beakes is trying to confirm a community meeting with Mr. Towne, agent from Moody Insurance.

**Communications Committee:** Any articles for the January/February newsletter should be submitted by December 17, 2021. Mr. Trout mentioned looking at Mr. DiBiase notes from the latest newsletter of how to navigate the website to be more user friendly.

**Social Committee:** Mr. Trout received a message from Ms. Bunker, the committee agreed no indoor Holiday event this year due to the rise in covid. The Committee is arranging a Holiday Food Drive for December 12th where residents may drop off donations at the clubhouse parking pad and preparing a small Holiday goody bag with a greeting for anyone that stops by with a donation. The Social Committee has requested using any remaining budget funds for good quality outdoor chairs for the pickleball/tennis courts. Mr. Cowan prefers working with the LRP Committee to make any decision.

#### **Old Business:**

- *Altitude Law Renewal Proposal:* Mr. Trout provided the proposal and in addition the YTD legal expenses at \$6K (\$2K is for retainer fee and the remaining is overage due to road, capital reserve fee...). Mr. Trout expressed concerns of the firm's legal review and how much the fees were charged even though their suggestions didn't change the proposed original documents drastically. It has been suggested to look at other firms or accepting the Altitude Law at \$250/month option which includes more email consultations.
- *Annual Meeting update:* Mr. Trout mentioned the hybrid meeting at the clubhouse (zoom and in-person limiting attendees). Ms. Miller mentioned the Denver School application process has been completed and will be contacted if Samuels Elementary or Thomas Jefferson HS (2<sup>nd</sup> choice) will be available on January 26, 2021. Mr. Weber choice is not to do an in-person at the school with Ms. Wolach and Mr. Letson in agreement. Mr. Bulkley suggested having the regular board meeting on January 27, 2021, Mr. Trout agreed. Mr. Anderson recommended doing the annual meeting via Zoom Webinar. Mr. Trout proposes each Committee chairpersons do a synopsis of their duties and a recap or plans from the committee; also RUN FOR THE BOARD.
- *Solar panels update:* Mr. Klatskin is waiting to hear back from our Association's attorney.

**New Business:** No new business to report at this time.

**Final Questions:** Mr. Kappus asked why the projected dues are increasing by \$40/month, he assumed the money left over from the road assessment was going back to the owners by not increasing the dues.

Mr. Cowan responded the breakdown of the increase is explained in the letter to the owners; we are still waiting on the Reserve Study; the increase in dues means we will be in a better position to build the reserve and handle other increased expenses without assessments. The Board agreed how the \$100K road assessment overage should be funded on the next Agenda.

Mr. Trout received a dog complaint. The HOA rules state for the dogs to be leashed at all times in the common area and pick up their poop for a resident to be fined, but they need to be caught in the act – we have devices to easily snap a picture for evidence of a complaint; for a vicious dog this goes beyond our authority this will need to be filed with animal control or City/County of Denver.

**Executive Session:** At 8:03 p.m., a **motion (Kiner/Klatskin)** to adjourn into an Executive Session to discuss compensation, which passed unanimously. At 8:58 p.m. a **motion (Cowan/Weber)** to resume the regular session passed unanimously.

**Adjournment:** At 8:58 p.m., there being no further business, a **motion (Cowan/Weber)** to adjourn until Wednesday, December 15, 2021, passed unanimously.

Respectfully submitted,  
Angela Miller, Recording Secretary