

**Stoney Brook Homeowners Association
Minutes of the Meeting of the Board of Directors
May 18, 2022
Stoney Brook Clubhouse and via Zoom**

Approved by the Board - June 22, 2022

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

Others Present: Angela Miller, General Manager

Homeowners Present: Katrina Shanks (Unit 311), Larry Harper (Unit 340), Carnig Izmirian (Unit 131), Terri Bunker (Unit 452), Lorri Stonbraker (Unit 449), Steve and Martha Lederer (Unit 451), Jan Melson (Unit 214), Ellen Epstein (Unit 393), Bill Taylor (Unit 11), Kerry Santambrogio (Unit 8), Jerry Gordan, (Unit 323), Tom and Linda Watson (Unit 132), Nancy Winski (Unit 428), Michael Cook (Unit 375), EJ Karsten (Unit 442), Vincent DiBiase (Unit 380), Kay Ceilley (Unit 378), Dolly Bunke (Unit 128), Kathy Anderson (Unit 105), Amy Turner (Unit 22) and JoAnn Taylor (Unit 455)

Call to Order: Mr. Bulkley called the meeting to order at 6:34p.m. with a quorum established.

Homeowners Comments: Mr. Harper thanked the Board for having the Insurance meeting last week and thought it was extremely informative. Mr. Harper expressed his concern about the proposed increase in the clubhouse usage fee that was discussed at the April Board meeting. Mr. Harper requested that before the Board decides on the usage fee consider these questions: In the last 12 months how many gatherings have occurred with less than 20 people, how many were for more than 20 people, and how many gatherings were reserved for less than 20 people but actually more than 20 attended? How are we keeping track of the usage and fee? Mr. Bulkley suggested Mr. Harper be involved before any final revision is made for changes to the clubhouse policy.

Mr. DiBiase mentioned effective June 17, 2022, a new area code (983) will be added in Colorado.

Approval of the Minutes: Mr. Letson requested a correction to the wording in the sentence in the New Business section to clarify that the word "he" be changed to "Mr. Lynch. Corrected: Mr. Klatskin had the discussion with Mr. Lynch that once *Mr. Lynch* speaks to Fidelity he is to confirm that *Mr. Lynch* won't have an adverse tax consequence and encourage Fidelity to relieve the HOA of any fiduciary liabilities. A **motion (Kiner/Fireman)** to approve the April 27, 2022, Meeting Minutes as amended passed with no opposition.

President's Message: Mr. Bulkley reported our HOA Insurance representatives, Mr. Towne and Mr. Loner did a presentation with an open forum on May 4, 2022. The meeting link and the insurance summary are on the website. Mr. Bulkley stated the review process of insurance renewal proposals will begin in June and he hopes to have a policy proposal by July's meeting. Mr. Bulkley cautioned that he anticipates anywhere from a 13% to 30% premium increase. Mr. Weber added that for the last two years the timing of when we have gotten the renewal policy

quotes has been subsequent to the July Board meeting, therefore a special meeting was needed for review/approval.

Mr. Bulkley mentioned that completion of the Pond 4 repair has been delayed by water seeping along the bottom of the pond. Due to the seepage, the contractor decided to postpone further work since they would not be able to warranty the liner, if installed. Mr. Bulkley stated we have reached out to two engineers for their opinion. Mr. Frobel, the engineer, is available to meet, May 23rd. Mr. Dominguez suggested doing the Shotcrete method which could last 6-8 years. Mr. Bulkley relayed Mr. Lynch's comment if we must wait until the fall to finish the pond, we should not lose too much water due to the repairs we have done so far. Mr. Fireman stated if we do delay through this season, we can still have the pond filled with water and when we are ready to proceed with the repairs there will not be an extensive clean out process when the pond is drained in the fall. Mr. Bulkley mentioned the contract with NPW has yet to be canceled, since we are waiting for the second engineers' response, and we expected to pay for the power wash and trip fees.

Mr. Lynch's last day is June 10, 2022. Mr. Lynch has requested not to have a retirement party.

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

ONGOING PROJECTS:

- Pine needles clean up
- In-house trimming and pruning
- Mowing and edging/string trim
- Pool – prepping pool to open Memorial Day weekend
- Arbor Garden: Tree Removal & Pruning per contract; any outside requests will be at owner's expense
- Paint Units – carpentry work will begin, weather permitting
- Sod installation and seeding
- Common area – in-house tree spraying (prevent diseases)

NEW PROJECTS:

- Pond 4 –NPW update

COMPLETED PROJECTS:

- Common area plantings – behind Units 418 and 471

Homestead Paint Proposal: Mr. Weber stated after completion of the Spring paint inspection and the “hotsy” power wash sample procedure, which did not have the results we anticipated, the Committee agreed to add four buildings to this year's paint schedule. Costs for painting the additional units will remain within the budget and minimize the paint list for the next two years. A **motion (Weber/Fireman)** to accept the Homestead Paint revised 2022 proposal in the amount of \$76,500 passed unanimously with no opposition.

Treasurer's Report: Mr. Fireman provided and discussed the April 2022 financial reports. Mr. Fireman reported \$256K in the operating bank account, and \$259K in the Capital Reserve bank account. Mr. Fireman stated there is an item for Fidelity, General Manager's defer compensation which should roll off to Mr. Lynch's personal account next month. Mr. Fireman reported in

terms of variances for the monthly budget: we are starting to see the impact of inflation in the costs for utilities, fertilizer, office supplies, and other various items. The staff salary increase is reflected in this as well. The Chateau has paid their balance to date. Master Planting over budget (\$2.8K) Sewer laterals currently under budget (\$4K). The Tree Maintenance will be starting and hoping the recent storm damage does not impact the budget. The balance sheet as of the end of April reflects consolidated reserve balances of \$621,798 of which \$530,123 is in bank checking or investments accounts, and another \$115,358 is in prepaid insurance, which will result in increased cash flow over the next 4 months as a result of being a non-cash item in the Profit and Loss Statement.

Finance Committee: Mr. Fireman discussed and reviewed the sign contracts submitted by Architectural Signs for the replacement of the signs at the main entrances as well as the monument signs in the amount of \$13,841.31 and the interior directional signs in the amount of \$9,411.70. Mr. Fireman stated that Ms. Stonbraker has worked on these signs for two years, designing, and negotiating to make sure it comes under budget, and she has done a phenomenal job. The stonework and solar light were not included therefore expect to be over budget (\$3.7K). Ms. Stonbraker will investigate if we can store the signage materials (2022 prices) on-site. **A motion (Fireman/Letson)** to accept the Architectural Signs contracts in the amount of \$23,253.01 passed unanimously with no opposition.

Long-Range Planning Committee: Mr. Weber reported the communication notice for Court 3 is in the works, once reviewed and approved an email blast will be sent. The LRP and Finance Committees met Monday, May 16, 2022, via zoom with Mr. Farley of Association Reserves (completed our current Reserve Study). A significant outcome from the meeting is the plan to use the UPlanIt software tool to assist staying on track with accurate reserve funding information and updating.

Architectural Review Committee: Ms. Wolach reported three ARC requests and approvals in April – Units 102 and 451 deck replacements; and Unit 393 replace garage door and outside carriage lamp. In May five requests so far, with three of them already approved. The committee will be meeting next month to finalize the paint color proposal for the June Board meeting and to discuss the use of artificial turf.

Landscape Committee: Ms. Lederer reported the planting materials irrigation and multiple plants have been installed into the terraced planters along Temple Drive, so this project is completed. The Committee is trying to repurpose plant material, when available. . Ms. Lederer mentioned we had some donated grasses that were transplanted along the Yosemite fence line and on the back side of the berm at the Yosemite/Union corner; transplanted some minimal maintenance ground cover behind Units 449 and 471; transplanted several ground covers to the bare area along the pathway between Units 414 and 416. Ms. Lederer mentioned her concern about the water source along the street side of the Yosemite fence, the sprinkler lines and sprayers were disassembled and she's not sure if its Denver Water or Comcast property, the Committee is concerned about planting in this area if it is going to be removed.

Insurance Committee: Mr. Bulkley mentioned Mr. Beakes did an excellent job communicating the insurance information alongside the Moody agents. The link to the May 4th insurance presentation is on the website.

Social Committee: Ms. Bunker confirmed the Food Truck event with activities will be on July 21, 2022. Drinks on the Deck is on June 14, 2022. Ms. Bunker stated a Holiday party is on hold for now.

Clubhouse Committee: Ms. Burke's report on the clubhouse reservation form is on hold until the June meeting.

Communications Committee: Any articles for the July/August newsletter should be submitted by June 24, 2022.

Old Business: Pool Furniture: Ms. Goff reported the samples have arrived and the Committee will be meeting in June for a decision to propose to the Board. Mr. Bulkley suggested displaying the samples for the community to see them as well. Ms. Miller stated the crew did an inventory of our current furniture and will be re-strapping the chairs as needed in the interim before a final decision is made about purchasing replacement furniture.

Mr. Bulkley mentioned the Board meetings will continue to be hybrid (in-person/zoom). Mr. Bulkley related from Mr. DiBiase the search for a new website platform is on hold and we will continue using our current platform.

New Business:

Landscape Committee responsibilities: Mr. Kiner reported the responsibility of the Landscape Committee has evolved since he started on the ARC/Grounds, which were a combined committee years ago. Mr. Kiner reiterated the responsibility of ARC is per our Bylaws and suggests the Landscape Committee should be a separate committee from ARC. Mr. Kiner provided a Landscape Committee Rules and Responsibilities report for review. The Landscape Committee should have a set number of members and serve as an advisory role to the General Manager and the Board for the common area.

New owners need to be reminded to start reviewing the rules, follow the procedures, and confirm approval from ARC before making any changes within their plot.

Executive Session: At 7:37 p.m., a **motion (Kiner/Weber)** to adjourn into an Executive Session to discuss personnel matters which passed unanimously. At 7:48 p.m., a **motion (Kiner/Weber)** to resume the regular session passed unanimously.

Adjournment: At 7:48 p.m., there being no further business, a **motion (Kiner/Weber)** to adjourn until Wednesday, June 22, 2022, passed unanimously.

Respectfully submitted,
Angela Miller, Recording Secretary