



HOMEOWNERS' ASSOCIATION NEWSLETTER

November/December 2021 VOLUME 20 No. 6

President's Message



Fall is clearly in the air, as we enjoy the lovely colors on display in our trees.

Earlier this year we heard an interesting comment from a resident when we asked him to vote on the Capital Reserve Fee. He said, "all the Stoney Brook HOA Board does is spend money and raise the dues." I don't think it was meant as praise for our activities, but it contains a lot of truth. That is a big part of our job and for the next couple of months it will be clearly on display. This issue of the newsletter contains the proposed budget for 2022, showing how we intend to spend the money we collect from our community to maintain our property and provide the services we offer. We all have an obligation to be good stewards in this process, so please have a look at the budget and ask us questions. In addition, there will be specific opportunities to ask questions and discuss the proposed budget at the next two board meetings (November 17 and December 15), before the board votes on the budget at its December meeting. This is the time to understand our spending plans for the next year.

We are still looking for a few good people to run for the board this cycle. Please have a look on www.sbhoa.org or contact Angela if you need the application form. Please contact me if you have any questions about serving on the board. I'll be happy to describe the satisfaction of serving our community and will likely suggest that you attend a board meeting, either in-person or via Zoom, if you'd like to understand what our board does.

Just as a reminder, our annual holiday fund letter will be arriving around Thanksgiving. As you likely already know, this is a completely voluntary gift to our maintenance crew for the services, big and small, they cheerfully provide throughout the year. Trina Shanks has graciously agreed to manage the collection and distribution of the funds to our crew this year.

One interesting point came up at the last board meeting that might be of general interest for anyone who uses Uber, Lyft, Grub Hub, etc., i.e. any service that needs to locate your unit for delivery purposes. Two people reported having excellent results (drivers not getting hopelessly lost) using their Stoney Brook street name, rather than their mailing address. For example, I would use 474 Lost Creek Court and not 8505 E. Temple Drive, Unit 474.

I haven't tried this approach myself yet, but if you've had any experience with this way of describing your location, please let me know and I'll report back on the results.

And a final reminder, if you leave your car outside overnight, you can expect to have unwelcome nocturnal visitors, as shown in the picture below. It seems that it isn't a question of *if* you'll be visited, it is a question of *when*. The safest course of action is to have your vehicles safely stored in your garage. Just think, if

potential thieves cruise through Stoney Brook and find no vehicles outside, they will go elsewhere, and that is a very good thing. Stay healthy.

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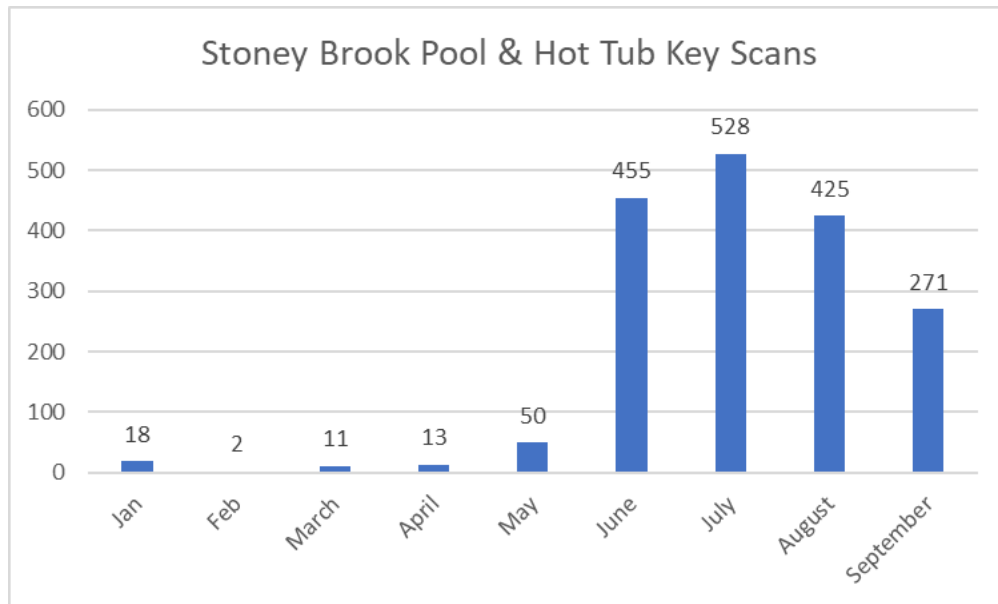
#### Upcoming Meetings at 6:30pm

- November 17, 2021
- December 15, 2021
- Annual Meeting – January 26, 2022 (location TBD)

## Important Notice of Upcoming 2022 Budget

In keeping with the Declarations of Stoney Brook HOA, the Membership is to receive formal notice of the meetings at which the Board of Directors will consider the annual budget. Included in this Newsletter mailing is the proposed budget for 2022. Please, read the documents carefully. The Board will be discussing the **proposed 2022 budget at its November 17, 2021 meeting and will be approving the final budget at its December 15, 2021 meeting**. All homeowners are encouraged to attend and comment at both meetings.

# NEWS YOU CAN USE



A couple of weeks ago, a resident asked me if anyone uses the hot tub. The answer is they do. We can get a rough idea of the usage from the number of key scans recorded every time someone or a group of people enter the area, as shown in the chart above for 2021.

However, we don't have an easy way to distinguish between pool and spa users, nor do we know how many people are entering the area with each key scan. But based on the months where the pool isn't open, it seems like the average at least one visitor per day, year-round. So yes, the spa gets used on a regular basis, although February seems to have light usage.

## GREAT SEASON OF WATER AEROBICS!



**IT IS NOT TO LATE...** Please consider running for one of the three open positions on the Stoney Brook Board. Résumé forms are necessary for each candidate to submit to the Stoney Brook office. Résumés need to be submitted by December 15, 2021.

# 2022 Painting Schedule

**CEDAR:** 205, 206, 207

**MASONITE:** 323, 324, 378, 379, 426, 427, 428, 441, 442, 443, 444, 445, 505, 506, 507

**(Note:** Serious problems with siding and trim may require repairs or replacement of significant portions of the siding and trim prior to painting. Homeowners will be notified of necessary repair work needed to be completed before painting.)

## NEW WEBSITE PLATFORM

Hello Stoneybrook residents,

Did you know that Stoneybrook has a new and improved website?

Did you register to become part of our new website?

Last month, on or around October 5th, you received an invitation to join the Stoneybrook new and improved new website.

Many of you responded to that email and registered...

Many of you have not...

There are a number of features on this new website that make communication at Stoneybrook much more effective.

By registering, you will be able to make on-line reservations for the pickleball courts, tennis courts, and the clubhouse.

It will ensure that you are notified and sent all HOA information, such as Board Meeting notes, House Painting recommendations and more.

Additional features such as a community calendar, service requests, community news, incident reporting, and a place to conduct surveys of our residents.

You can even download an App from the Apple Store or Google Play that will give you access to this information from your personal phone.

But you have to register.

In order to register, go to this website and use the email that you have registered with Stoneybrook. (if you are not sure what this is, Angela can confirm this information)

<https://sbhoaapp.vinteamneigbrs.com/frontend/public/#/confirmation>

**IF YOU HAVE REGISTERED... OR WHILE YOU ARE REGISTERING...** Let us suggest something.

Many of our registered members have not checked the box: Allow residents to send me private messages. Checking this box will allow you to chat with others in the neighborhood.

If you want to chat with another resident... If you want another resident, or Angela to chat with you.

If you want to chat with board members, or our management team, then you need to allow residents to send you private messages.

It's pretty easy to use, and this will allow you to chat with each other directly through the app.

It's easy to change. First off, sign into the website.

Once signed in... Go to the top right hand corner, click on your name/profile. Under your name " settings "will appear, click on settings.

This will give you your configuration screen. Check the box in front of: "Allow residents to send me private messages".

# Holiday Fund

*In* past years, your generous gifts to the Employee Holiday Gift Fund have been much appreciated.

Once again, you will soon be receiving the annual request in the mail.

You may drop a check or cash off at the office or return it by mail by **December 10th**, but please, **make your check payable to Katrina Shanks**. Then write *SB Employee Fund* on the Memo line of your check.

There is an accounting of the total funds received and how they are distributed in the office, but we are not keeping records of individual homeowner contributions. Your gifts are anonymous. *As always, thank you for your generosity.*

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## NOTES FROM THE STONEY BROOK OFFICE

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**Holiday Hours:** (please note these dates may change)

**HAPPY THANKSGIVING:** Staff will be dismissed at midday on Wednesday, November 24, 2021 and will not be back until Monday, November 29, 2021 for the Thanksgiving holiday.

**MERRY CHRISTMAS:** The office will be closed at noon December 23, 2021 and return to the office Monday, December 27, 2021.

**HAPPY NEW YEAR:** To bring in the New Year, Staff will be dismissed at midday on Thursday, December 30, 2021 and will not be back until Monday, January 3, 2022.

All of us on staff here at Stoney Brook wish all of you a very Happy and Safe Holiday season.

**Winter Storms and Snow Removal:** While we cannot predict this winter's snowfall, we can be prepared as much as possible. Unfortunately, not all streets can be cleared simultaneously. Therefore, Oliver would like residents to call us at the management office (303) 771-4656 should you be faced with an emergency during a heavy snowfall. His intent is to provide clear access in and out of Stoney Brook as soon as possible for all residents and visitors but would like to be advised if your particular area would require priority attention for medical or other emergency reasons. A reminder to all residents, and especially those of you in the Terraces – park your vehicles in garages during snowstorms. On-street parking is not allowed ANYWHERE IN THE COMPLEX. Our crew must have access to the streets and parking pads to clear and store snow. Operators will use sudden stops and turns, so please, keep a safe distance. In the event our office personnel is detained due to storms and cannot answer the phone, you may reach our maintenance staff at the following cell phone numbers:

720-926-2807 (*Saul*) and 303-349-7544 (*Oliver*)

The snow removal policy is inserted below, or you may obtain a copy of from the website [www.sbhoa.org](http://www.sbhoa.org) or contact the office for a copy. We wish you all a safe and comfortable snow season.

**Disconnect Garden Hoses:** To avoid frozen pipes and possible water damage, please check that all garden hoses are disconnected from exterior faucets.

**Shut off Valves:** To avoid extensive water damage - it is recommended each homeowner(s) locate their shut off valve for their unit. If needing assistance, please don't hesitate to contact the management office.

**Remaining 2021:** Board Meetings: November 17, and December 15

## The Savings That Keep On Saving

During the months of January and February, the amount of water actually used will determine the monthly sewer rate we will be charged for the entire next year. That means that if you wash your car during that period, we all will be paying for your carwash every single month for an entire year! Conserving water is always important, but during January and February, it saves us even more. Please be as conservative as possible for the benefit of all Stoney Brook residents.

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## RESIDENTIAL FIRE SAFETY EQUIPMENT REPORT

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The City and County of Denver Department of Safety (Fire Department) requires all homeowners in a multi-unit building to complete the attached report and submit it to the property manager of the HOA on an annual basis. Multi-unit buildings are defined as three or more units in each building. Freestanding or duplex units do not need to complete the form although it is recommended that all homeowners perform the inspections.

The Fire Department requires:

- Smoke alarms must be tested monthly and batteries changed at least once a year.
- Portable fire extinguishers be inspected once a year
- Carbon monoxide alarms must be tested monthly and batteries replace annually.

Homeowners are to complete the form attached to this newsletter and return it to the SB office by February 1st of each year.

## Minutes of the Meetings of the Board of Directors

**September 22, 2021**

**Approved by the Board – October 27, 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), Stacey Beakes (Unit 462), Katrina Shanks (Unit 311), Vincent DiBiase (Unit 380), Jerry Gordon and Laura Goff (Unit 323), Mark Winski (Unit 428), Ellen Epstein (Unit 393). Andrew Ehrnstein (Unit 393 contractor), and Kay Ceilley (Unit 378)

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

**Homeowners Comments:** Ms. Shanks reported someone needs to address the cracks in the roads as soon as possible. Mr. Trout responded the contractor plans to be on-site to assess the roads.

**Approval of the Minutes:** Mr. Cowan would like to see the word owner be plural in the motion with the corrections in italics:

• A **motion (Bulkley/Weber)** to authorize Mr. Trout and Mr. Cowan to do what is necessary to accelerate collections towards the *owners* in arrears passed with no opposition.

A **motion (Kappus/Kiner)** to approve the August 25, 2021, Meeting as amended passed with no opposition.

**President's Remarks:** Mr. Trout welcomed our newest Board member, Ms. Wolach. The Capital Reserve Fee is now active for any new buyers. Mr. Trout thanked the Social Committee for a successful summer event. Mr. Letson commented the event was terrific, everyone seemed to have a great time and we should consider doing



these types of events more frequently. Please include a brief statement or synopsis if a new business item needs to be added to an agenda. The new resident meeting is October 6, 2021, current residents are welcome to attend as well. If you plan to park your vehicle outside of your garage per the Denver police department lock your car and no visible items to prevent break-ins.

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

**ONGOING PROJECTS:**

- Pond & Stream clean up
- Bi-weekly: string trimming & edging
- Common area pruning
- Water is turned off to the central location ponds temporary to assess any leaks
- Yosemite Fence installation from 4605 entrance to mailbox (fence will eventually have stone columns)

**NEW PROJECTS:**

- Painting: starting 09/20/21 if paint container is delivered - Mr. Trout inquired of the paint schedule. Ms. Miller replied the contractor is waiting for the paint container to arrive either this week or next week. Update as of 09/23/21: the paint container has arrived and currently working on Units 449-451. Exterior surface temperature has to be at least 50 degrees or higher to paint
- Landscape behind Units 7-9 adjacent to Chateau parking lot

**COMPLETED PROJECTS:**

- Remaining fencing materials stored at court 3
- Replaced row of trees between Units 205 and 469

**POOL CLOSING END OF SEPTEMBER, WEATHER PERMITTING**

**Treasurer's Report:** Mr. Cowan provided the August 2021 Financials. Mr. Cowan mentioned that the Chateau is current with their fees and has paid the weekly mowing expense. Comcast is over budget due to receiving funds sooner than the September budget. Salaries Overtime item over budget YTD due to seasonal snow removal and pool maintenance. Pond maintenance over due to algae treatment. Utilities over budget in common water for August but will be expecting a credit due to error in meter reading. Any items in the operational reserves that are under budget due to mostly timing. As of August 31st, \$37K has yet to be collected for the Road Assessment. \$772K has been spent for the road project, which leaves it at \$131K under budget; however, we had the storm sewer line repaired at an un-budgeted \$25K expense; Pond liner expense over budget \$7K due to concrete repair in Pond 6. Therefore, a net of \$100K capital reserve cash flow. The Finance Committee agrees no decision would be made about the residual cash flow until all invoices have been received. The anticipation is to keep it in reserves and pay it back by lowering future dues. The balance sheet as of the end of August reflects consolidated reserve balances of \$511,708 with \$195K in the bank checking or investments accounts, and another \$287K is in prepaid insurance, which will result in increased cash flow over the next 11 months as a result of being a non-cash item in the Profit and Loss Statement. The current amount owing from homeowners from the Road Assessment is \$30K.

Mr. Kappus suggested when the decision has been made, the owners deserve an explanation where the funds from Road Assessment will be distributed.

**Finance Committee:** Mr. Cowan reported no meeting since August. Mr. Lynch recommended a raise increase for our crew in September to prevent any loss to other job opportunities; the committee approved Mr. Lynch's recommendation effective September 15th pay period. The Finance Committee approved moving forward with a new Reserve Study, the company will start from fresh by not using any current data from previous studies and provide us software to allow us to continue to update when needed. The study process will take about 8 weeks to complete.

**Architectural Review Committee:** Mr. Kiner reported four approvals and two received via email today. Mr. Kiner reported Unit 353 plans to replace their driveway/sidewalk and is advisable to seek an engineer's analysis of their front slope drainage issue.

**Safety Advisory Committee:** Mr. Kiner advises residents should walk facing traffic, be aware, wear reflective vest or carry a light while walking at night. In addition, watch your speed while driving through the community.



**Grounds Committee:** Ms. Wolach reported plants and a water system were installed at the berm area (east side of Chateau parking lot). Porfie continues to maintain the common area grounds and will be here on Tuesdays through the season (end of October). Ms. Wolach mentioned the committee is researching type of plants to be installed at the new Yosemite fence.

Ms. Ceilley questioned the use of the large white rock at the berm near the Chateau. Ms. Wolach commented the size of the cobble helps with keeping mulch and soil in place, the smaller the rock could slide into the stream, etc....

**Education Committee:** Mr. Bulkley mentioned the new and current owners' meeting for October 6, 2021, at 6:30 p.m. Mr. Kiner will not be able to attend therefore Ms. Wolach will discuss ARC and Mr. Bulkley will handle Safety Advisory.

**Insurance Committee:** Mr. Beakes plans to have Mr. Towne, agent from Moody Insurance, to do a presentation for residents not only to talk about HOA insurance, but personal insurance and acquiring loss assessment coverage in later in October.

**Communications Committee:** Any articles for the November/December newsletter should be submitted by October 29, 2021.

**Old Business:** Ms. Goff has received one bid for the pool furniture replacement and will try to have more bids by next Board meeting.

**New Business:**

- *Renewable Energy Devices Insurance Requirement (ARC):* Ms. Epstein has requested to install solar panels but finds the requirement in section 4 of the Rules Governing Renewable Energy Generation Devices to be a problem. Ms. Epstein states this rule requires homeowners who receive approval to install solar and carry no less than \$2 million of liability insurance with the HOA named as an additional insured, and to notify any prospective purchaser that they must carry the same upon purchase of any home with a renewable energy device. Ms. Epstein is concerned that this type of rule is inconsistent with current law, which provides that a covenant, restriction, or condition affecting the transfer or sale of real property that effectively prohibits or restricts the installation or use of a renewable energy generation device is void and unenforceable. Stoney Brook's insurance requirement falls squarely within this statutory provision in that it effectively prohibits or restricts the installation of solar in Stoney Brook, and inappropriately encumbers the future sale of her home. Ms. Epstein urges the Board to repeal this requirement either this evening or if necessary, after consultation with counsel. Mr. Bulkley stated per our insurance agent, this requirement is in place to protect the HOA of any damages/issues that may occur in common area. Mr. Trout will forward this to our HOA attorney for review and comments if we can enforce the \$2M liability insurance.
- *Update Bank Resolution to add Ms. Wolach:* a **motion (Cowan/Weber)** to adopt the Banking Resolution 2021.09.001 presented for Ms. Wolach to be a new signer with no objections.
- *Unit 513 Driveway (General Manager & Roadway):* Perfect Patch contractor will submit an insurance claim of the hydraulic oil machinery malfunction along with oil residue in the asphalt that has caused this residue to stain Unit 513's driveway and tracking into owners' garage. The contractor plans to redo the asphalt in this area and power wash the driveway.
- *Clubhouse handicapped accessibility:* Mr. Letson seeks for an egress solution in case a person may develop a situation where they are not able to exit the pool/hot tub area safely. Mr. Klatskin reminded the Board this area has an annual inspection for ADA compliant by the City of Denver and Stoney Brook has three handicap parking at the Chateau. Mr. Taylor suggested the HOA could purchase a wheelchair to keep at the clubhouse. A defibrillator was also suggested to have at the clubhouse. The gate opening to the Chateau provides wheelchair access to the handicap spots with no steps. Perhaps there should be some posting of that on the gate.

**Executive Session:** At 7:53 p.m., a **motion (Cowan/Bulkley)** to adjourn into an Executive Session to discuss personnel matter and accounts in arrears, which passed unanimously. At 8:44 p.m. a **motion (Kiner/Kappus)** to resume the regular session passed unanimously.

**Adjournment:** At 8:58 p.m., there being no further business, a **motion (Bulkley/Cowan)** to adjourn until Wednesday, October 27, 2021, passed unanimously.

Respectfully submitted,  
Angela Miller, Recording Secretary

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October 27, 2021

Preliminary – Not Approved by the Board

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

Others Present: Oliver Lynch, General Manager and Angela Miller, Office Manager

Homeowners Present: Evelyn Burke (Unit 44), Bill Taylor (Unit 11), Stacey Beakes (Unit 462), Katrina Shanks (Unit 311), Vincent DiBiase (Unit 380), Jerry Gordon and Laura Goff (Unit 323), Mark Winski (Unit 428), Ellen Epstein (Unit 393), Kay Ceilley (Unit 378), Holli Benkleman (Unit 379), Paul and Kathy Anderson (Unit 105), Jan Melson (Unit 214), JoAnn Taylor (Unit 455), Lucille Zwanzig (Unit 456), Michael Cook (Unit 375),

Call to Order: Mr. Trout called the meeting to order at 6:32 p.m. with a quorum established.

Homeowners Comments: Ms. Epstein suggested the following revisions and comments for the Policy Solar device language that was advised by the HOA counselors.

- *Section 3a:* ...Images and manufactures information must be provided showing the overall appearance of the Solar Device, including a datasheet for the proposed style, color and materials to be used.
- *Section 3b:* substitute the word “blend” with match or be painted to match.
- ARC application states “within 45 days” from the receipt of a request for the committee to determine a decision, but Section 3d states “no later than 60 days” (proposed by HOA attorney). Which one applies? Mr. Klatskin explained 45 days is no later than 60 days which falls into the guidelines per the ARC application.
- *SBHOA Energy Device document:* Section 2 calls for a licensed engineer’s certification that the installation will be safe, Ms. Epstein stated it seems to add an additional certification requirement on the engineer’s license, which is not required by the city of Denver.

Ms. Goff provided a list of items that need to be addressed at Unit 322. Ms. Goff updated the Board; she has been in contact with the estate attorney. Ms. Goff suggests the HOA hold back on the repair deadlines because the attorney plans to meet with the contractor to repair the items of concern or possibility to sell the unit. Ms. Goff suggested the Board consider limiting the number of rentals allowed in Stoney Brook. Mr. Anderson reminded the Board this would require an amendment to the Declarations, with a majority of the membership (67%) and Board approval.

Approval of the Minutes: A **motion (Kiner/Wolach)** to approve the September 22, 2021, Meeting as written passed with no opposition.

President’s Remarks: Mr. Trout wishes Mr. Kiner a speedy recovery. Mr. Trout mentioned since people are saying we are not doing our job correctly. Mr. Trout encourages owners to run for the Board, so people can come to their meetings and say they are not doing their job correctly. Mr. Trout reminded owners to assess their gutters and downspouts, especially this time of year to prevent any drainage issues.

General Manager’s Report: Mr. Lynch provided a report and the 2022 Homestead Paint proposal.

ONGOING PROJECTS:

- Leaves clean up

COMPLETED PROJECTS:

- Fall aeration and fertilizer
- Sprinkler blow out
- Pool closed and winterized

A **motion (Weber/Bulkley)** to authorize Mr. Lynch to sign the Homestead Paint proposal as presented was passed unanimously. The 2022 Paint schedule is posted on our message board (just outside the office) and on the website; it will be included in the next issue of the newsletter.

Treasurer's Report: Mr. Cowan provided the September 2021 Financials. Mr. Cowan mentioned Operations YTD cash flow under budget by \$4K. Mr. Cowan expects YE to be close to \$5K-\$6K under subject to utilities. Based on \$1.3 million of income and expense, we are pleased to be this close to meeting our budget. The Exterior Paint has yet to be invoiced against the \$80K budget. The Capital Reserves Road Assessment \$2.5K was posted for the installation of the speed bump, striping and engineer fees. Mr. Cowan anticipates a net of \$116K in Capital Reserve cash flow from pond and road assessments after all costs are included. The Finance Committee recommends retaining these funds in the Capital Reserve. At the end of September, the balance sheet reflects consolidated reserve balances of \$529,639 with \$244K in our checking or investments accounts, and another \$284K is in prepaid insurance, which will result in increased cash flow over the next 10 months as a result of being a non-cash item in the Profit and Loss Statement. The accounts in arrears were reviewed and deemed acceptable after some discussion about specific units

Long-Range Planning Committee: Mr. Weber, Mr. Cowan and Mr. Lynch walked around Stoney Brook to identify the units to be on the 2022 painting schedule. The group plans to meet again in the Spring to determine if any additional units will need to be added to the list. The HOA has been successful in terms of the quality of paint, preparation and application; therefore, the painting cycle has moved to an eight year or more basis. Mr. Weber reported a Reserve Study is underway and expect to have a report by mid-November.

Finance Committee: Mr. Cowan provided the October 21, 2021 preliminary Finance and LRP Committee meeting minutes, proposed 2022 Budget and 5-year plan for the Board to review. When the committee did their plan for the LRP, it was determined \$190K per year to be contributed towards the Capital Reserve Fund to repair major items without having an assessment and hoping the reserve specialist can confirm this number is efficient. The committee has forecasted the \$176K from dues and the new approved homeowners' capital reserve fee.

Summary of expenditures from the Budget (more detailed in the minutes posted on the website, newsletter, and the office)

- *Painting:* one major expense of the budget with an average of \$90K per year based on an 8-year cycle.
- *Master Replanting:* the \$15K budget is to focus working with Grounds Committee for the terraced landscaping project.
- *Clubhouse Floors:* downstairs floors are refinished; flooring materials have been purchased in 2021 for the upper-level flooring, therefore this line item was budgeted at \$12K but dropped to \$1.5K in 2022 for miscellaneous materials.
- *Pool Furniture:* Ms. Goff researched three bids averaging \$25K and will provide samples/pictures for review at a later date. An option of cost comparing different quality level of furniture was requested as well.
- *Monument Signs:* a lot of research was put into planning and receiving proposal designs for Union/Yosemite corner sign; Ms. Wolach mentioned the plans are for the corner sign, there will be no logo changes, directional, 8505 entrance, and 4505 entrance signs needs to be addressed. Mr. Weber mentioned the consensus of the committee believes the LRP and Sign Committee should have a joint discussion, to avoid any miscommunicated gaps.
- *Court 3:* the Committees were in an agreement to begin improvements of the court in phases sooner than 2026 where it is currently placed in the budget. The Reserve Study information will assist in recommendations of improvements for court 3, pond liner expenses, etc.
- *Yosemite Fence:* all fencing materials have been purchased and one-third section has been built, the remaining fence will be built when the crew has time. Stone columns (as the pool fence) and landscape design along the fence are also being considered.
- *Management Succession:* Mr. Lynch will be retiring in 2022 and selecting a replacement for Oliver might require extra costs and was recommended to add \$25K line items for any potential expenses.

The Committees' responsibility is to provide a proposed 2022 Budget to the homeowners which includes the \$570/month dues, and a plan of expenditures down the road as pointed out in detail of the minutes. Mr. Weber pointed out the \$570 amount was projected at the annual meeting back in January. A **motion (Weber/Bulkley)** to approve the proposed 2022 Budget to be presented to the homeowners passed with no opposition.

Architectural Review Committee: Ms. Wolach reported four approvals and one request still waiting; two more submissions in the past two days.

Grounds Committee: Porfie had his last day for the Grounds and hoping he returns for next Spring. Ms. Wolach mentioned the committee is researching type of plants and materials for the terrace planters along Temple/Union. Mr. Bulkley suggested including a description and/or sketch of the planters for the newsletter.

Education Committee: Mr. Bulkley thanked the Board and members who assisted at the new owners' meeting. Mr. Bulkley mentioned five to six new owners attended the October 6, 2021, meeting complying with the State of Colorado.

Insurance Committee: Mr. Beakes will confirm a November or December meeting with Mr. Towne, agent from Moody Insurance, to do a presentation for residents not only to talk about HOA insurance, but personal insurance and acquiring loss assessment coverage.

Communications Committee: Any articles for the November/December newsletter should be submitted by October 29, 2021.

Old Business:

- *Pool/deck furniture:* Ms. Goff provided three bids ranging from \$25K - \$27K
- *Unit 393 solar panels insurance requirements:* Mr. Klatskin thanked Ms. Epstein for her comments, and we will be forwarding them to the HOA counselor to consider. The draft policy eliminated the \$2M insurance requirement. Mr. Kiner is still waiting to hear back from Moody Insurance what liability requirement is needed.
- *Unit 513 driveway:* Mr. Lynch mentioned the contractor has been notified to make the repairs within 10 days. Update: Contractor will be on-site this week to remove and patch the worst area of the asphalt.

New Business:

- *Collection of Road Assessment:* all communication will be turned over to HOA counselor
- *Annual Meeting location/dates:* Ms. Miller will contact the Denver School district to complete the application process to reserve Samuels Elementary School for the annual meeting for January 26, 2022, if available. Mr. Trout mentioned an option for a hybrid meeting Zoom and an in-person at the clubhouse. Final location will be presented in the annual meeting notices.
- *Employee Holiday Fund Letter:* Mr. Cowan will prepare the letter and Ms. Shanks has volunteered to handle the funds to distribute to the crew.
- The 2022 renewal of Altitude Community Law was provided with no changes in legal services or retainer fees for review, the Board decided to postpone signing until next meeting.

Final Questions: Ms. Ceilley commented that the 8-year paint cycle would not work for her unit, since more repairs are needed than if her unit was painted the year before last. Mr. Trout mentioned that 8 years is a target, not fixed and units are inspected annually and owners are welcome to appeal the painting decision. Ms. Benkleman mentioned the cul-de-sac signage and google maps street names (i.e. Spring Creek) are confusing for deliveries, etc. since her address is a Yosemite St. and wondered if this has been addressed. Ms. Anderson suggested using the map street address, not your mailing address for deliveries.

Executive Session: At 8:00 p.m., a **motion (Bulkley/Weber)** to adjourn into an Executive Session to discuss accounts in arrears, which passed unanimously. At 8:20 p.m. a **motion (Weber/Bulkley)** to resume the regular session passed unanimously.

Adjournment: At 8:40 p.m., there being no further business, a **motion (Bulkley/Weber)** to adjourn until Wednesday, November 17, 2021, passed unanimously.

Respectfully submitted,
Angela Miller, Recording Secretary

SEPTEMBER Event - Sunday FUNDAY!



Profit & Loss Budget vs. Actual

January - September 2021

	Jan - Sept 2021	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
Homeowner Dues	1,345,140.00	1,345,140.00	0.00
Less Capital Reserve Allocation	(33,003.00)	(33,003.00)	0.00
Chateau Fees	8,443.00	4,913.00	3,530.00
Interest-Operating Funds	0.33	0.00	0.33
Transfer Fees	1,125.00	2,250.00	(1,125.00)
Late Fees	640.00	675.00	(35.00)
Misc. Income	15,870.15	14,250.00	1,620.15
Reserve Interest Income	(45.00)	675.00	(720.00)
Total Income	1,338,170.48	1,334,900.00	3,270.48
Expense			
Salary & Benefits	494,523.94	493,618.97	904.97
Administrative Expenses	32,879.93	26,978.00	5,901.93
Maintenance Expenses	104,364.20	96,397.00	7,967.20
Pool/Clubhouse Expense	21,005.31	16,000.00	5,005.31
Utilities	241,363.75	254,413.00	(13,049.25)
Fixed Expenses	203,553.04	203,700.00	(146.96)
Income Taxes	668.00	0.00	668.00
Total Expense	1,098,358.17	1,091,106.97	7,251.20
Cash Flow From Operations	239,812.31	243,793.03	(3,980.72)
Other Reserve Expense			
Reserve Expense			
Cap -Landscape	70,567.66	78,000.00	(7,432.34)
Cap - Site Improvements	49,095.50	44,000.00	5,095.50
Cap - Exterior Paintng	0.00	80,000.00	(80,000.00)
Cap - Clubhouse & Maint Bldng	4,620.27	7,000.00	(2,379.73)
Cap - Allowance for Reserve Study	2,149.00	5,000.00	(2,851.00)
Cap - Pool & Tennis Courts	0.00	12,000.00	(12,000.00)
Cap - Ponds & Streams	10,994.81	25,000.00	(14,005.19)
Total Reserve Expense	137,427.24	251,000.00	(113,572.76)
Net Other Income	(137,427.24)	(251,000.00)	113,572.76
Year To Date Cash Flow	102,385.07	(7,206.97)	109,592.04
Capital Reserve			
Capital Reserve Revenue			
Dues Paid to Capital Reserve	33,003.00	33,003.00	0.00
Assessment for Ponds	84,600.00	84,600.00	0.00
Assessment for Road Reconstruction	872,989.00	902,400.00	(29,411.00)
Total Capital Reserve Income	990,592.00	1,020,003.00	(29,411.00)
Capital Reserve Expenses			
Expenses Pond Related	91,574.39	84,600.00	6,974.39
Expenses Road Repair Related	774,361.12	902,400.00	(128,038.88)
Expenses Storm Sewer Line	24,850.00	0.00	24,850.00
Total Capital Reserve Expenditures	890,785.51	987,000.00	(96,214.49)
Cash Flow from Capital Reserve	99,806.49	33,003.00	66,803.49
Total Cash Flow Current Year	202,191.56	25,796.03	176,395.53

Balance Sheet

As of September 2021

September 30, 2021

ASSETS	
Current Assets	
Checking/Savings	
Operating Funds	162,071.12
Reserve Cash Accounts	81,917.00
Total Checking/Savings	243,988.12
Accounts Receivable	
HOA Accounts Receivable	24,090.33
Total Accounts Receivable	24,090.33
Other Current Assets	
Comcast Commission Rec'v	4,334.13
Fidelity-G.M. Deferred Comp	119,142.17
Prepaid Expenses	283,790.75
Prepaid Federal Income Tax	1,650.00
Total Other Current Assets	408,917.05
Total Current Assets	676,995.50
TOTAL ASSETS	676,995.50
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	336.00
Total Accounts Payable	336.00
Other Current Liabilities	
Income Tax Payable	668.00
Deferred Revenue	9,851.56
Accrued Expenses	2,500.00
Payroll Liabilities	10,855.99
Prepaid Dues	4,029.95
Total Other Current Liabilities	27,905.50
Total Current Liabilities	28,241.50
Long Term Liabilities	
Fidelity-G.M. Def'd Comp Liab	119,142.17
Total Long Term Liabilities	119,142.17
Total Liabilities	147,383.67
Equity	
Reserve Fund Balance 12-31-2020	43,954.00
Operating Fund Balance 12-31-2020	249,055.27
Contributions & Exp Capital Reserve	38,003.00
Year To Date Cash Flow	198,599.56
Total Equity	529,611.83
TOTAL LIABILITIES & EQUITY	676,995.50

STONEY BROOK HOA NOTICE OF BOARD MEETINGS TO CONSIDER THE BUDGET

Dates: November 17, 2021, and December 15, 2021

Times: 6:30 PM

Place: Stoney Brook Clubhouse and ZOOM

The Finance Committee submitted a 2022 Budget and 5-Year Financial Plan to the Board on October 27th for review and discussion at the November and December Board meetings. In keeping with Section 6 of the Stoney Brook HOA Declarations, we are sending each resident formal notice of these upcoming Board meetings where the budget for 2022 will be discussed. Comments from homeowners about the 2022 budget are welcome at both the November and December Board meetings.

The 2022 final budget will be approved by the Board at its December meeting, after it has heard from the membership, and it will be submitted to the membership for consideration at the Annual meeting on January 26 or February 2, 2022.

Attached you will find the Committee's 2022 budget recommendation as well as our expectations for 2021, compared to budget. As forecasted last year, the Committee and Board are recommending a \$40 per month increase in dues for 2022.

Insurance and other escalating expenses

Insurance premiums continue to be a major HOA cost and concern. The increase this year was 10.4%. That is \$28,000 or just over \$8/month for each of us. Another of our major costs, painting, went up 11%. Across the board we are dealing with substantial cost increases. Inflation reports in the news are not optimistic, so we anticipate this trend to continue. This year we made an unplanned mid-year wage increase for our maintenance workers, just to stay competitive. This was an important move, since our crew is the heart of Stoney Brook and we want to do everything we can to keep them with us. Please be generous when you receive a request for a Holiday donation later this month. It means a lot to them because it comes from you, not the HOA.

General Manager

As most people are aware, Oliver Lynch is retiring next year. We recognize that after 20 years of managing our property, those will be tough shoes to fill. A committee, under the direction of Bob Buckley, is currently putting together a search committee and a transition plan. The Finance Committee recommended a budget of \$25,000 be allocated if necessary. While we don't anticipate we will need it, the committee thought we would be remiss in not recognizing there may be costs associated with hiring and training.

Reserves

Funded by our \$13/month contributions, our new *Capital Reserve* will finish 2021 a balance to \$88,000 solely from Homeowner dues. The road reconstruction cost came in well under budget, while pond and storm sewer lines were slightly over budget. We anticipate the net surplus cash from both assessments after costs will be about \$116,000. The Finance Committee and Board propose we retain these funds in the Capital Reserve which allows us to raise the dues by \$40 per

month instead of \$45 per month, which would have been necessary otherwise. This will bring the YE balance to \$248,000. An updated reserve study is in progress, and it is anticipated the report will support this decision. In 2022 budget we plan to increase the Capital Reserve by an additional \$30,000, funded by the proposed \$40/month dues increase.

The *Operational Cash Flow Reserve* is expected to grow from \$240,000 to \$282,000 by YE. This is still short of our historical \$300,000 average and our ultimate \$400,000 goal. These funds are important because they allow us to avoid interest charges by paying our annual August insurance premiums in full without financing, as well as having the necessary funds for big painting years. While this fund may be less than desired, we also have a \$100,000 line of credit with our bank to provide an addition cushion, should we ever need it.

Capital Reserve – New Homeowner Fee

The amendment to our Declaration is recorded and functioning after the overwhelming vote to implement it. We have collected our first \$5,000 and expect more this year. This fee plays a critical role in helping us build the Capital Reserve by sharing investment from current homeowner dues and new homeowner contributions. A big thank you to Craig Weber for working so hard on communicating with homeowners and to Andy Klatskin for his drafts and legal guidance and Vince DiBiase for suggesting it and researching its viability. We all miss Chris Walker and her vital help directing homeowner communications with this project.

Future Reserve Expenditures

The attached summary of revenue and expenses includes detail for projects budgeted for next year and our plans for future years. Some may change or shift years as we get closer to 2022 and review the results of our new reserve study. Other than the normal items with on-going expenses we have every year, we have budgeted for some new lawn equipment and pool furniture. We plan to complete the installation of more terraced planting areas along Union as well as installing a new corner-facing monument sign. We also plan to build two more sections of fence along Yosemite, and install new upstairs flooring in the clubhouse. There is little cost for any of this since we purchased the materials early when they were available and less expensive. Eventually we plan to install stone columns all along the new fence, like the pool fence and the old existing fence along Yosemite. We plan to clean out another pond next year and replace the liner. It is big pond and an expensive project, but thanks to the new Capital Reserve, there will be no assessments.

A special thanks to the active participants on the Finance, Long Range committees who contributed substantial time and expertise planning our future and creating the 2022 budget. They are Craig Weber, (Chair of LRP), Jack Kiner, Katrina Shanks, Bob Bulkley, Bill Letson, Hal Fireman, Mark Winski, Vince DiBiase, Stewart Lowenstein, Michael Pederson, and Uli Kappus.

Homeowners are welcome to address the Board with their questions or concerns at the November 17 or December 15th Board meetings.

John Cowan, Treasurer

STONEY BROOK HOA										
2022 BUDGET AND 5-YEAR PLAN										
PROPOSED 2022 BUDGET FOR HOMEOWNERS										
						1	2	3	4	5
		11/1/2021								
		Monthly Dues		\$530	ESTIMATED	\$570	\$610	\$650	\$690	\$730
				BUDGET	9/30/2021	BUDGET	\$40	\$40	\$40	\$40
				2021	2021	2022	2023	2024	2025	2026
		Income								
		Homeowner Dues		\$ 1,793,520	\$ 1,793,520	\$ 1,928,880	\$ 2,064,240	\$ 2,199,600	\$ 2,334,960	\$ 2,470,320
		Less Capital Reserve Allocation		\$ (44,000)	\$ (44,000)	\$ (74,000)	\$ (44,000)	\$ (104,000)	\$ (94,000)	\$ (94,000)
		Combined other Revenues		\$ 29,451	\$ 33,621	\$ 30,351	\$ 30,548	\$ 30,750	\$ 30,958	\$ 31,173
		Net Operational Revenue		\$ 1,778,971	\$ 1,783,141	\$ 1,885,231	\$ 2,050,788	\$ 2,126,350	\$ 2,271,918	\$ 2,407,493
		Operating Expenses								
		Total Salary & Benefits		\$ 695,564	\$ 696,469	\$ 749,594	\$ 775,602	\$ 802,662	\$ 830,828	\$ 860,155
		General Manager Transition Allowance				\$ 25,000				
		Total Administrative Expenses		\$ 37,300	\$ 43,087	\$ 40,100	\$ 41,303	\$ 42,542	\$ 43,818	\$ 45,133
		Total Maintenance Expenses		\$ 125,200	\$ 133,167	\$ 136,000	\$ 140,080	\$ 144,282	\$ 148,611	\$ 153,069
		Total Pool/Clubhouse Expense		\$ 18,800	\$ 23,805	\$ 20,900	\$ 21,527	\$ 22,173	\$ 22,838	\$ 23,523
		Total Utilities		\$ 345,100	\$ 334,663	\$ 352,400	\$ 375,458	\$ 400,326	\$ 427,162	\$ 456,140
		Insurance Expenses		\$ 278,900	\$ 278,753	\$ 307,400	\$ 341,174	\$ 378,662	\$ 420,272	\$ 466,459
		Income Taxes		\$ -	\$ 668	\$ 2,550	\$ 2,550	\$ 2,550	\$ 2,550	\$ 2,550
		Total Operating Expenses		\$ 1,500,864	\$ 1,510,613	\$ 1,633,944	\$ 1,697,694	\$ 1,793,198	\$ 1,896,080	\$ 2,007,029
		Cash Flow From Operations		\$ 278,107	\$ 272,529	\$ 251,287	\$ 353,093	\$ 333,152	\$ 375,838	\$ 400,464
RESERVE ACCOUNTS										
		REPAIR AND REPLACEMENT PAID FROM OPERATING CASH RESERVES								
		Trees, Landscape improvements, Pond & Streams		\$ 105,000	\$ 98,662	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
		Street & Concrete Maintenance		\$ 20,000	\$ -	\$ -	\$ 15,000	\$ 4,000	\$ 15,000	\$ 4,000
		Sewer Laterals & Retaining Wall Replacement		\$ 30,000	\$ 30,309	\$ 25,000	\$ 35,000	\$ 25,000	\$ 25,000	\$ 25,000
		Fence Yosemite Wood Fencing Purchased			\$ 28,787					
		Painting with Contingencys & Inflation		\$ 80,000	\$ 51,900	\$ 80,000	\$ 174,561	\$ 98,424	\$ 205,385	\$ 96,570
		Chouse, Pool, Court maintenance		\$ 19,000	\$ 21,820	\$ 1,500	\$ 20,000	\$ -	\$ -	\$ -
		Pool Furniture		\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ -
		Carts and Mower Replacement & Miscellaneous		\$ 5,000	\$ 4,000	\$ 10,000	\$ 6,000	\$ -	\$ 6,000	\$ -
		Total Operation Reserve Expenses		\$ 259,000	\$ 235,478	\$ 236,500	\$ 350,561	\$ 227,424	\$ 351,385	\$ 225,570
		Cash Flow Increase or (Decrease)		\$ 19,107	\$ 37,051	\$ 14,787	\$ 2,533	\$ 105,728	\$ 24,454	\$ 174,894
		OPERATING RESERVE BAL End of Year		\$ 264,395	\$ 282,339	\$ 297,125	\$ 299,658	\$ 405,386	\$ 429,840	\$ 604,734
								5-Year Cumulative Cash flow		\$ 322,395
CAPITAL RESERVE										
				2021 Budget	2021 Estimate	2022	2023	2024	2025	2026
		Revenue from allocation from Dues		\$ 44,000	\$ 44,000	\$ 74,000	\$ 44,000	\$ 104,000	\$ 94,000	\$ 94,000
		Capital Reserve New Homeowner Fees			\$ 25,000	\$ 100,000	\$ 103,000	\$ 106,090	\$ 109,273	\$ 112,551
		Total Revenue from Dues or Fees		\$ 44,000	\$ 69,000	\$ 174,000	\$ 147,000	\$ 210,090	\$ 203,273	\$ 206,551
		Assessment for Streets and Ponds		987,000	987,000				\$ -	
		Funding this Year All Sources		\$ 1,031,000	\$ 1,056,000	\$ 174,000	\$ 147,000	\$ 210,090	\$ 203,273	\$ 206,551
		Expenses for Capital Reserve								
		Court Three Rebuild								\$ 150,000
		Road Repairs and Pond Liner Replacement		\$ 987,000	\$ 870,936					
		Seal Coat All Streets and Pads					\$ 48,454			
		Truck Replacements 2022 and 2024						\$ 40,000	\$ 45,000	\$ 45,000
		Monument Sign Replacement Entrances (Remove)				\$ 25,000				
		Expenses for Storm Sewer			\$ 24,850					
		Materials for Pillars Yosemite Fence					\$ 83,000			
		Tennis Court 2 Resurface								\$ 10,000
		Pond Linner Replacement & Clean +Xtra liner allowance				\$ 87,483		\$ 87,158		\$ 40,607
		Total Capital Reserve Expenses		\$ 987,000	\$ 895,786	\$ 112,483	\$ 131,454	\$ 127,158	\$ 45,000	\$ 245,607
		Capital Reserve Cash Flow Increase or (Decrease)		\$ 44,000	\$ 160,214	\$ 61,517	\$ 15,546	\$ 82,932	\$ 158,273	\$ (39,056)
		CAPITAL RESERVE BALANCE End of Year		\$ 88,000	\$ 248,214	\$ 309,731	\$ 325,277	\$ 408,209	\$ 566,482	\$ 527,426
								5-Year Cumulative Cash flow		\$ 279,212
		Consolidated Reserves at End of Year		\$ 352,395	\$ 530,553	\$ 606,857	\$ 624,936	\$ 813,596	\$ 996,322	\$ 1,132,160
								5-Year Cumulative Cash flow		\$ 601,607

A close-up photograph of a person's hand in a yoga mudra, with the index and thumb fingers touching. A large, semi-transparent red circle is overlaid on the upper portion of the image, partially obscuring the hand and the background. The background is a blurred indoor setting with soft lighting.

Hatha & Restorative Combination Yoga All levels welcome

Join us
Monday evenings
Dec 13, 20, & 27th

6:00 - 7:30 pm

NAMASTE

Join us for a
Vinyasa Yoga
session

Wednesday mornings
December 15, 22, & 29
10 - 11:00 am





Residential Fire Safety Equipment Report

Homeowner: As a homeowner or tenant in a multi-unit residential facility, you are required to complete this report **and submit it to the property management or homeowners' association (HOA) annually**, unless the management is doing the required maintenance for you. We recommend that detectors be tested in the spring and fall—same time you change the clocks for daylight savings time. Portable fire extinguishers must be inspected once a year and hydrostatically tested every five years.

Property Manager or HOA Administrator: As a property manager or homeowners' association administrator, you are required to obtain Residential Fire Safety Equipment Reports for each unit annually. The reports must be kept on file and ready for inspection by Denver Fire Department personnel for three years.

You may download additional forms at: www.denvergov.org/fire

Date: _____

Name: _____

Address: _____ Unit # _____

Denver, CO _____

TYPE OF SMOKE DETECTORS: BATTERY _____ 120 VOLT _____

COMBINATION CO/SMOKE: BATTERY _____ 120 VOLT _____

CARBON MONOXIDE : BATTERY _____ 120 VOLT _____

I / We, the Owner (s) of this condominium / townhouse unit (s), do certify that
smoke detectors, either 120 Volt A/C or battery powered, have been installed and tested as required by
Section 907.20.5 of the Denver Fire Code and National Fire Protection Association 72, and that I / we
have replaced the battery with a 10-year lithium ion battery.

CARBON MONOXIDE ALARM *(must be tested monthly and batteries changed at least annually)*

Number of carbon monoxide alarms in residence? Year of manufacture _____

Date test was completed _____ Batteries changed? Yes ____ No ____

SMOKE ALARM/Combination Alarm *(must be tested monthly and batteries changed to a 10-year lithium battery)*

Number of smoke alarms in residence _____ Year of manufacture _____

Date test was completed _____ Batteries 10-year lithium? Yes ____ No ____

1. Tested for proper function (required every 6 months, by occupant). "Test" button only tests the condition of the power source and horn. To test the sensor, use actual smoke or a consumer product, "Smoke Detector Testing Spray"

DATE: _____

2. If the detectors are battery operated, replace batteries (As of 01/01/2019 10-year lithium batteries are required, installed by either Management/HOA or occupant.

DATE: _____

3. Certify that we have sent the Residential Safety Equipment Report to our Owner/HOA/Management Company via E-mail or US Postal Service with the expectation that they complete the Smoke Detector Certificate of Compliance.

DATE: _____

PORTABLE FIRE EXTINGUISHER *(must be inspected once a year hydrostatically tested every five years)*

Number of portable fire extinguishers in residence _____ Year(s) of manufacture _____

Date of last inspection _____

OWNER/OCCUPANT SIGNATURE

DATE

02/11/19