

Stoney Brook Homeowners Association
Minutes of the Meeting of the Board of Directors
July 28, 2021

Amended by the Board - August 25, 2021

Directors Present: Stan Trout, John Cowan, Craig Weber, Jack Kiner, Robert Bulkley, Christine Walker and Bill Letson

Directors Absent: Uli Kappus and Andy Klatskin

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

Homeowners Present: Mark & Nancy Winski (Unit 428), Peter & Lucille Zwanzig (Unit 456), Evelyn Burke (Unit 44), Hal Fireman (Unit 459), Dolly Bunke (Unit 128), Jerry Gordon & Laura Goff (Unit 323), Vincent DiBiase (Unit 380), Jenny Austin (Unit 135), Kay Ceilley (Unit 378), Bill Taylor (Unit 11), Debbie Wolach (Unit 370), Lois Bradbury (Unit 119), Kerry Santambrogio (Unit 8), Joe & Karen Palaoro (Unit 118), Jan Melson (Unit 214), Jennifer Hilger (Unit 417), Paul Anderson (Unit 105), Lenora O'Connor (Unit 38), Holli Benkelman (Unit 379), Stacy Beakes (Unit 461), and Rita Alexander (Unit 1)

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

Homeowners Comments: Mr. DiBiase mentioned since there have been several incidents at the pool there should be stricter actions given other than just a warning towards owners/guests who violate the amenities rules. Mr. DiBiase had requested several months back for any major projects multiple bids need to be presented for review. Mr. DiBiase inquired if multiple bids were received for the storm pipe repairs. Ms. Zwanzig asked about the status of the signage that were posted on the website, believes the proposed signs look generic from our current unique signage and *do* the residents have a say in the decision. Mr. Kiner responded a sign committee has been formed, this is a proposed 2022 budget in the range of \$25K item to repair, replace and install new signs. The committee did post the sample drawings of the new entrance signs at the clubhouse and on the website to view/comment. Mr. Palaoro assumes the lawn between Units 114 & 118 is dead from over fertilization and communication of how to care for the lawn to the owners would have been nice to prevent this from happening. Mr. Lynch stated it will come back with watering.

Approval of the Minutes: A motion (Cowan/Kiner) to approve the June 23, 2021, Meeting Minutes as written passed with no opposition.

President's Remarks: Mr. Trout mentioned the Proposed Declaration Amendment ballot was mailed out last week and the deadline to return is August 27, 2021, if there are any questions, please contact a board member. The bulk of the asphalt project is completed and kudos to Hal Fireman.

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

ONGOING PROJECTS:

- Tree & Weed Spraying
- Pond & Stream clean up
- Bi-weekly: string trimming & edging

NEW PROJECTS:

- Yosemite Fence installation
- Carpentry to start on the units that are *on* the paint list
- Painting should start mid- August if paint is available

- Landscape behind Units 7-9 adjacent to Chateau parking lot – on hold

COMPLETED PROJECTS:

- Summer Fertilizing
- Pruning & Tree removal
- Wastewater line repaired between Units 338 & 339
- Sod replacement @ Unit 513 due to a hydraulic fuel failure (asphalt contractor)

Ms. Walker requested the board to address the earlier question if multiple bids were provided for the waste- water or storm drain repair? Mr. Lynch mentioned bids ranged from \$25K - \$40K to repair with some contractors not providing a bid unless they open up the area to determine a cost to repair. Mr. Cowan apologized to the board of not registering the bid amount prior to the invoice being received even though Mr. Lynch did mention it in a previous meeting. A **motion (Cowan/Bulkley)** to ratify the email vote of the storm drain repair in the amount of \$25K passed with no opposition. Mr. Cowan mentioned researching culverts (storm drains) and adding this item to the capital reserve in case of any repairs or replacements. Mr. Fireman mentioned a technology available from Insitu to consider as an option if the pipe is not disjointed to insert an inflated sleeve or harden compound for possible longevity to the pipes/lines.

Mr. Cowan wanted to remind owners of the priorities of the work order flow and not to expect the request to be done immediately i.e., sod could be installed when purchased in bulk with multiple requests. Ms. Walker suggested communication with the owners that their request has been received and recorded in the system.

Treasurer's Report: Mr. Cowan provided the June 2021 Financials. Mr. Cowan mentioned the Chateau is a couple of months behind but planning to keep account current. Year to date, not many units sold to even out the transfer fees to budget. Salaries account is over budget (\$4K) for the YTD due snowstorms in February. Maintenance expenses under budget (\$3K) mainly to timing of projects; Pool/Hot tub repair account over budget (\$6K) from installing the pool hand rails and hot tub cover replacement; Utilities under budget (\$15K); Cash flow ahead (\$4K) for the first six months. The current amount owing for the Pond Assessment is \$300 and Road Assessment \$38K. Mr. Cowan mentioned the delinquent owners were notified of their unpaid assessment and along with the collection policy procedure. Since no communication/payment has been received an invoice with 10% late fees included were sent to them. We are in position to follow the collection policy steps and halt privileges (access cards, voting, etc.) per the by-laws. The balance sheet as of the end of June reflects consolidated reserve balances of \$947,172 with \$879K in the bank checking or investments accounts, and another \$43,584 is in prepaid insurance, which will result in increased cash flow over the next 1 month as a result of being a non-cash item in the Profit and Loss Statement. Mr. Cowan stated the two speed humps and striping are the last items of the asphalt project.

Finance Committee: Mr. Cowan provided a memo for the Board and the Committee to review a couple of items that have come up since the last committee meeting. Mr. Cowan restated the Mr. Lynch will be researching for any additional storm sewer drains/culverts and plan to include them in the Capital Reserve. Mr. Cowan mentioned approximately \$100K under budget of the \$902,400 Road Assessment. The Finance Committee will need to recommend and submit to the Board if any excess funds be returned to the owners via dues or to the Capital Reserves. Mr. Cowan discussed the Reserve Study funding in which \$190K in annual contribution is needed but will be recalculated if approved to move any excess funds from the Road Assessment to Capital Reserves. The Chateau has approached us to maintain their grounds and we plan to discuss further with their management company. Mr. Letson stated our crew already works hard and the management company should find someone else.

Architectural Review Committee: Mr. Kiner disclosed five approvals with one rejection and received three more requests in the last couple of days to review. Mr. Kiner mentioned the Grounds Committee is planning to have a monthly meeting to include Mr. Lynch, Mr. Cowan, Mr. Kiner and Mr. Bulkley. Mr. Kiner overheard the new fencing may not have the stone columns as planned due to increase in the cost. Mr. Cowan commented he has the fencing into 3 different phases of construction and expenditures. Mr. Lynch revealed the cost for the stone will be \$70K from Unit 27 to Unit 227 excluding the caps (no available price at the time of the meeting). Mr. Lynch said the first phase will need 21 columns @ \$700/column or the possibility make the columns smaller; the cap size also determines the size of the column. The current status of the stone columns (every 12 feet) is based on the financial and availability of the materials. Mr. Cowan stressed the ARC Committee will need to be aware of any plans and final decisions in relations to the fence. Ms. Walker inquired how the tree removal authorization policy process, how is a replacement tree determined and notifying people. Mr. Kiner responded a couple of requests have been turned in for review, no issues at this time of notifying people; the committee, Mr. Lynch and the arborist may determine the type of tree to plant for a replacement and water source; more in favor of trying not to replace trees since the community is overgrown with them.

The tree forms are on the website and just a reminder neighboring comments are reviewed but doesn't determine final decision.

Safety Advisory Committee: Mr. Kiner reported speeding is still an issue throughout the community and surrounding streets i.e., Yosemite and Union. The district police are aware and with the possibility of installing the speed alert sign again on Temple/Union. The pool and hot tub incidents are becoming more of an issue this season. Mr. Kiner reiterated the amenities rules will be enforced, either the residents abide by them or risk losing privileges. Mr. Kiner proposes: *Resident acknowledges the amenity rules once their access card is used, if not the following offenses loses access to the amenities: 1st offense one week; 2nd offense one month; 3rd offense one year.*

Grounds Committee: Ms. Wolach reported Porfie has retired but is working for the Grounds Committee on Tuesdays maintaining the perimeter areas (weeding, cleaning, and trimming) then will work into the internal areas. The hot weather eliminates any planting. When the weather gets cooler (fall), Porfie will start planting and cleaning up the pond bunkers, then move onto the stream beds. Ms. Wolach provided a committee report:

2020

- Cleaned up and replanted pond bunkers and pond nearest DTC Blvd – Replanted existing areas where needed
- No Budget in 2020
- Presented multiple plans for the corner of Temple & Yosemite, but not completed
- Submitted plans for area behind Units 13, 14, and 15
- Re-landscaped and planted area behind Unit 11
- Build, design, and fill 3 sets of stone terraces on Temple
- Landscape around new fence on Yosemite
- Modify irrigation at Temple & Yosemite as needed
- Remove dead arborvitae on Yosemite and install fence
- Renovate and replant the Temple & Yosemite corner
- Replace mulch as needed on the entire property
- Start work on bunkers around all ponds

2021-2022

- Planted pots around pool at clubhouse
- Created and installed new pool signage
- Finalizing design and gathering bids for corner and entry signs
- Replant shrubs by pool fence behind Unit 11
- Build, design, and fill 3 sets of stone terraces on Temple
- Landscape around new fence on Yosemite
- Modify irrigation at Temple & Yosemite as needed
- Remove dead arborvitae on Yosemite and install fence
- Renovate and replant the Temple & Yosemite corner
- Replace mulch as needed on the entire property
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Porfy

- 2020 – Cleaned up and replanted bunkers around pond closest to DTC Blvd
- 2021 – Clean out beds around clubhouse and replant
- 2021 – Clean up and prune the Yosemite and the Temple borders of Stoney Brook
- 2021 – Clean up Broadmoor-Penrose perimeter (North end of Yosemite to 4505 entrance)
- 2021 - Clean up and landscape area east of pond at 4605 entrance
- 2021-2022 – Clean up stream beds on the entire property

Insurance Committee: Mr. Beakes reported the renewal proposals should be available soon for review. Mr. Beakes anticipates increases due to property valuations and overall condition to the property market in general. Mr. Cowan inquired the amount of increase to expect. Mr. Beakes stated the property market is in bad shape, worse than he has noticed in the past 40 years and would not be surprised if there was a 20% increase. Currently the insurance market is called a hard market (slow to perform) where people are trying to get as many options as possible and layers of coverage. Mr. Beakes suggested having Moody come to speak to the owners.

I-25 Interchange: Mr. Zwanzig reported the next meeting is expected in August prior to the board meeting.

Road Reconstruction: Mr. Fireman provided the final report covering the history, the methodology and technical aspects of the reconstruction project, and recommendations for future maintenance of the roadways. Ms. Walker noticed the black circular patches, especially in the parking lot. Mr. Fireman mentioned they are scuff marks, where vehicles do a hard turn of the wheels. These marks are not structural or have a longevity effect.

Communications Committee: Any articles for the September/October newsletter should be submitted by August 27, 2021. Ms. Walker mentioned the plan is to have an in-person resident meeting, not Zoom, for a Capital Reserve Fee presentation on August 17, 2021, at 6:30 p.m.

Mr. Trout mentioned a date for the Education Meeting (new and current owners) needs to be set, usually in October.

Mr. Bulkley asked the status of the new website. The website is not ready, it's in the building/uploading items stage.

New Business:

Revisions to the CRF Amendment – The attorneys modified the amendment with the board in 100% agreement to present to the owners. A **motion (Cowan/Walker)** to ratify an email vote to finalize the revised Capital Reserve Fee Amendment passed unanimously. Mr. Cowan mentioned August 27th is the deadline for ballots to be turned into the office.

Pool Furniture – The Board received a letter from an owner describing the wear/tear, dated pool furniture and suggested funding to go towards furniture options. Mr. Cowan believes it's reasonable to high pressure clean the furniture. Mr. Bulkley added Mr. Lynch has a vendor that can replace the straps, not until October, at \$10/commercial grade strap or possibly receive a price break with a bulk rate. A few chairs have pine sap which can't be removed, along with some umbrella(s) are broken. The Board agreed to recommend the Clubhouse committee do the research and present to the Finance Committee.

Chat Conversation: Do we have the ability to store the furniture in the winter? The furniture is covered and stored.

Final Questions: Ms. Ceilley inquired if contracts or multiple bids are presented to the Board for review/approval. Mr. Lynch is required to receive approval of \$5K or more before signing a contract. Ms. Ceilley asked what was planned for the excess funds from roads to make sure we just didn't spend the money. Mr. Cowan will consult with the Finance Committee of how to expedite any excess funds from the assessment. Ms. Ceilley requested if she can be on the list to run a camera to assess the storm sewer drain from the road to the pond behind her unit.

Adjournment: At 8:33 p.m., there being no further business, a **motion (Bulkley/Kiner)** to adjourn until Wednesday, August 25, 2021, passed unanimously.

Respectfully submitted,
Angela Miller, Recording Secretary