

**Stoney Brook Homeowners Association**  
**Minutes of the Meeting of the Board of Directors**  
**February 24, 2021**

Approved by the Board - March 24, 2021

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

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

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

**Homeowners Present:** Trina Shanks (Unit 311), Vincent DiBiase (Unit 380), Michael Cook (Unit 375), Sharon Kassanoff (Unit 212), Kay Ceilley (Unit 378), John Vondras (Unit 436), Evelyn Burke (Unit 44), Carnig Izmirian (Unit 131), Kerry Santambrogio (Unit 8), Stacy Beakes (Unit 462), Hollie Benkelman (Unit 379), Rick Sholz (Unit 200), Jim & Dolly Bunke (Unit 128), Jane Salzer Richter (Unit 371), Jerry Gordon & Laura Goff (Unit 323), Bill Taylor (Unit 11), Peter & Lucille Zwanzig (Unit 456), Chris Dunn (Unit 215), Jennifer Hilger (Unit 417), Kathy Kaufman & James Weides (Unit 374), JoAnn Taylor (Unit 455), Larry Harper (Unit 340), Lois Leder (Unit 21), Mark Winski (Unit 428), Matt Palaoro (Unit 114), Rich Reichler (Unit 219) and Debbie Wolach (Unit 370)

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

**Homeowners Comments:** Mr. DiBiase requested the directional sign at Radcliff/Verbena list Units 380 and 381 as proposed earlier. Mr. Vondras inquired if the Board received majority (67%) of homeowners' vote for the asphalt road assessment from referencing Article 3.4 of the Declarations. Mr. Trout mentioned a majority vote had approved the line of credit, which he signed for today. Mr. Klatskin followed up that the contract for the road project is not a debt secured by the assets of the association, it's an assessment by the owners. Ms. Goff revealed throughout her career one of her tasks given was to review the policies and procedures of the institution she was going to work for, a description of her particular role. Each of the board members have valuable information about their roles. In an effort to make it easier for new board members to learn about their new role, Ms. Goff proposes that each board member write up a policy of their position. This policy could detail the responsibilities and provide bullet points for each job/task. Moving forward if a board member takes on a new task that too could be added to the policy. Ms. Goff believes this information would be valuable to new board members and to the community at large. The Board will review and discuss at the next meeting.

**Approval of the Minutes:** Mr. Klatskin and Mr. Letson had noticed two words need to be revised: *mediation to remediation and council to counsel*. A **motion (Walker/Kiner)** to approve the January 27, 2021 Meeting Minutes as amended passed with no opposition.

**President's Comments:** Mr. Trout revealed at his recent physical appointment he overheard three women with one mentioning that minimum wage is now \$15/hour with one relaying its under consideration, but it's not the law today or it might not be. The reason Mr. Trout brings this up and ties it with Stoney Brook, we are in a phase where there are people trying to explore ideas and think there are actual conclusions and going to happen. Mr. Trout reminded if things are under consideration they are under consideration and doesn't mean they will happen. So, don't prematurely get upset and dump the apple cart.

**Old Business:** Mr. Zwanzig and Mr. Dunn have been active in the I-25/Belleview/Union project process and expressed the concerns for potential traffic impact it could have for the Stoney Brook HOA area. Mr. Zwanzig provided a SE Mobility Hubs Study flyer, from Ms. Black's team (our District

Councilwoman) seeking community members to join the Belleview stakeholder working group by emailing Kathy Gile (kathy.gile@denvergov.org) if anyone is interested in participating.

A **motion (Letson/Cowan)** to approve forming a sub-committee with Mr. Zwanzig and Mr. Dunn as official Stoney Brook representatives who will continue to evaluate I-25/Union project by informing the Board and representing the SBHOA owners passed with no objections.

Mr. Kappus mentioned this project will need to be monitored, it is not funded and it's 10-15 years down the road for a possible start, but not looking forward to seeing more 18-wheelers using Yosemite/Union if this project is ever completed.

**General Manager's Report:** Mr. Lynch provided a report. Mr. Cowan mentioned projects are going to be delayed due to five maintenance guys have tested positive for COVID-19, hoping they will be able to return to work by next week.

#### ONGOING PROJECTS:

- Flooring – Clubhouse lower level
- New liner/concrete stream from Units 440-444, weather permitting
- Pine needles & Stream clean up
- ARBOR GARDEN: Tree removal & pruning to begin next week, weather permitting

#### COMPLETED PROJECTS:

- Lower Retaining wall behind Unit 428
- Tree Removal @ Unit 471
- Union/Temple Fence installed/sprayed

Mr. Cowan mentioned the 2021 Budget has a \$12K budget item to install permanent pickleball courts on Court 1. Mr. Lynch provided the Renner proposal to include installing permanent posts, pickleball nets, center strap, restripe for pickleball court 2" lines, coating, and patch any cracks in the amount of \$9K for Court 1 (this court will no longer be used as a tennis court) and an additional proposal to resurface and restripe Court 2 in the amount of \$5,800. Mr. Cowan does not propose doing Court 2, since it is not in the budget. The Board will need to approve Mr. Lynch to sign the proposal of \$9K to get us on the schedule, hopefully first available in June 2021. Mr. Weber asked how this will integrate with the paving project? Mr. Cowan responded they can access the court from the Terrace area or be scheduled to avoid the milling or resurfacing phase of the clubhouse parking lot. Mr. Bulkley wanted to confirm when this project was approved. Mr. Cowan informed this was approved last year through the Finance and Long - Range Planning for the 2021 Budget. Mr. Bulkley and Ms. Walker inquired about the plan for the courts; Mr. Cowan specified Court 1 will have two pickleball courts and Court 2 will still be used for tennis. Mr. Bulkley asked if the community was aware, they are losing a tennis court. Mr. Weber indicated it's been in the previous minutes. Mr. Cowan made a motion to accept the Renner contract of \$9K for Mr. Lynch to sign and schedule subject to letting the vendor know we may need to cancel after more discussion with the homeowners. Ms. Walker believes the residents should be aware even though it has been discussed prior in meetings, etc. Mr. Kiner advised this proposal has nothing to do with Court 3, just Court 1. Ms. Walker continued that Court 1 project was budgeted and is not an assessment. Mr. Weber, reflecting on the asphalt paving discussion over the past year, commented that as a result of the asphalt paving estimates, the proposals regarding an assessment for Court 3 renovations were put on hold. He noted that the various proposals for addressing Court 3 also impacted Courts 1 and 2 including making the temporary pickleball courts on Court 1 permanent and leaving Court 2 exclusively for tennis. However, the LRP learned that such changes for Courts 1 & 2 could be done incorporated in the 2021 budget, without an assessment, for approximately \$12,000 leaving the question of what to do with Court 3 for the longer-term future. That \$12,000 item was then built

into the 2021 budget by the Finance Committee and that was then shared with the homeowners, vetted, and approved by the Board of Directors.

Ms. Walker inquired if there will be two entrances for the pickleball courts. Mr. Cowan replied the entrances will remain as they are currently, one for Court 1 and one for Court 2. Mr. Trout mentioned we have the possibility to alert residents in the newsletter about this project and vote on the proposal prior to the next meeting. Ms. Walker also mentioned informing the residents of how to reserve a court. Ms. Miller is researching an online reservation software to integrate with our website.

**Treasurer's Report:** Mr. Cowan provided the January 2021 Financials. Mr. Cowan reported an operational cash flow of \$44K for January. The balance sheet as of the end of January reflects consolidated reserve balances of \$340,489 of which \$218,197 is in bank checking or investments accounts, and another \$150,048 is in prepaid insurance, which will result in increased cash flow over the next 6 months as a result of being a non-cash item in the Profit and Loss Statement. As of February 19, 2021, we have received \$39K for the pond assessment. Mr. Cowan provided auditor's recommendation of two Resolutions for the Board approval. A **motion (Weber/Walker)** to accept the Resolution that any excess of membership income over membership expenses shall be applied against the subsequent tax year member assessment as provided by IRS Ruling 70-604. A **motion (Weber/Kiner)** to accept the Resolution of the Allocation of 2020 Assessments to the Reserve Fund in the amount of \$215,155 passed with no objections. Mr. Trout mentioned he signed the documents for the line of credit at the bank today.

**Finance Committee:** Mr. Cowan consolidated the Finance Committee Report with the Treasurer's report.

**Long-Range Planning Committee:** Mr. Weber mentioned the extensive discussion from owner's meeting from last week (02/17/21) grew out of the work of this past year from the Finance/LRP committees. Mr. Bulkley mentioned it was a great meeting and thank you.

**Architectural Review Committee:** Mr. Kiner reported two approvals and one withdrawal due to further discussion between the owner and the committee certain request might not make sense for the community if proceeded. Mr. Kiner updated the status of the entrance signage and Yosemite/Union sign, currently on hold to determine if the City of Denver is planning on widening the turn lane at the Yosemite/Union intersection which could affect the location of this signage.

**Safety Advisory Committee:** Mr. Kiner reported the neighborhood association, across the street reached out to Mr. Kiner in regards of the increase in crime they have been experienced and asked what we are doing. Mr. Kiner informed we have established a neighborhood smart watch committee, communicate safety tips to our residents and have provided steal proof screws for license plates. Mr. Kiner mentioned some patio light fixtures concerns. Mr. Bulkley inquired about the missing 4505 numerals at the Yosemite entrance sign if they will be installed in the interim of waiting on the new signage. Mr. Kiner should have an answer shortly. Mr. Walker wondered why our community street signs don't appear on Google maps and do we need these street names. Mr. Kiner expressed some map apps do list the community streets.

**Insurance Committee:** The Board had no objections of appointing Mr. Beakes as Insurance Chairman.

**Committee Organization:** The Committee volunteer list was provided; the final list will be posted on the website. Ms. Walker will be added to the Education Committee.

**Communications Committee:** Any articles for the March/April newsletter should be submitted by February 26, 2021.

**New Business: A motion (Weber/Trout)** to adopt the Banking Resolution 2021.02.001 presented with a new signer and bank account passed with no objections.

Mr. Cowan discussed briefly about considering adapting a new homeowner HOA Buy-in fee. For instance, Vince Dibase moved from the Landmark where they have a \$10K fee. This fee would unlikely be close to \$10k but probably some multiple of the monthly dues. The funds would go towards building up the reserve fund. Mr. Cowan will be making a recommendation to the Finance Committee to implement this option. Mr. Bulkley suggested we should consider changing the verbiage from Buy-in to a more appropriate legal name, Mr. Cowan agreed. Mr. Kappus concurs with adding the fee to cover large expenditures to keep from raising dues each year.

Mr. Trout will map out a schedule of when we can open the clubhouse for events.

*Chat conversations:* Mr. Palaoro asked about the communication method. Mr. Trout informed the Newsletter is available every other month and on the website the Education meeting video from last fall is posted for more information; In addition, contact the office if any questions or access to the website.

Ms. Hilger commented the clubhouse should be open. Mr. Trout explained we still need to continue following the City of Denver regulations.

Mr. Cowan mentioned the Board received a letter from an owner that was very thoughtful which listed several items that concerned him; one of their concerns was dues increasing \$40 each year for the next five years. Mr. Cowan responded six items of expense are 72% of our annual budget.

Between 2014 - 2021 (Maintenance salary  $\pm 34\%$ , GM salary  $\pm 9\%$ , Maintenance Exp  $\pm 35\%$ , Health Insurance  $\pm 74\%$ , HOA Insurance  $\pm 100\%$ , and Utilities  $\pm 57\%$ ) in addition the startup of \$13/unit each month towards the Capital Reserve. These increases in dues are needed to overcome these escalating costs. Mr. Kappus noted how much our properties have appreciated, increased by 40%, during this same period of time.

**A motion (Bulkley/Kappus)** for recognition and appreciation, the Stoney Brook HOA Board of Directors would like to acknowledge the hard work of Oliver Lynch, Angela Miller, and the maintenance staff. 2020 and now 2021 have been very difficult with the Covid-19 pandemic and the budget constraints they had to work with, keeping the quality of our community when dealing with any daily maintenance could be very difficult. They have done a superb job and we would like to thank them. Motion passed unanimously.

**Adjournment:** At 8:09 p.m., there being no further business, a **motion (Kiner/Cowan)** to adjourn until Wednesday, March 24, 2021 passed unanimously.

Respectfully submitted,  
Angela Miller, Recording Secretary