



## HOMEOWNERS' ASSOCIATION NEWSLETTER

July/August 2021 VOLUME 20 No. 4

### President's Message



Summer's here and the time is right for dancing in the street. Or at least, we hope that it will be soon.

We are nearing the end of our massive road replacement project. Completion is expected a week or so later than expected because of weather, and we are cautiously optimistic that the project will come in under budget. This last conclusion isn't written in stone, yet. So let's wait to start dancing on our new roadways, until we have all the invoices in hand. Again, a big thank you to our neighbor Hal Fireman for managing this project for us. He has done a wonderful job in getting the job done with a minimum of inconvenience. In the meantime, please be careful around the construction equipment.

Just in case you've missed some of the earlier discussion, we are considering a Capitol Reserve Fee on the sale of units at Stoney Brook. As proposed, it would be a \$5,000 fee due at closing, with cost-of-living adjustments in the future. This fee will support our efforts to build a reasonable reserve fund, based on our recently completed Capital Reserve Study. Per our founding documents, this is not an easy change to make. It requires board approval, which we have. But it also requires 67% homeowner approval. The people who wrote our founding documents wanted to be sure a change like this one has a more general approval from homeowners, than just a simple majority. It is incumbent on all of us to study this proposal and decide about what is best for Stoney Brook.

Here are some resources which may be helpful in understanding this proposal that are available in the office:

- 1) the Capital Reserve Fee homeowner presentation
- 2) the draft proposed Capital Reserve Fee amendment as prepared by the HOA attorneys and
- 3) a set of frequently asked questions and corresponding answers which are available on the home page after login
- 4) The CRF zoom meeting is located on the website home page or you may view the link:  
<https://www.youtube.com/watch?v=ifwdSmR-rg>

Our pool has been open for about a month and I am happy to report that it seems much quieter than last year. The rules have been changed slightly for this year, so please be sure to take a look at them on the door as you enter. If we can get everyone to follow the rules, we'll have a happier Summer. And finally, enforcement of our rules at the pool often falls to the residents who happen to be there at the time, something that few of us are trained to do. Please be careful, not all Stoney Brook residents are eligible for AARP membership. The person who looks younger than the average Stoney Brook resident, may be your new neighbor, a good time to be friendly.

## Save the Dates –

- 07/20/21 4:30 – 6:30pm Girl's Night Out
- 08/15/21 9:30 – 11:00am Coffee on the Deck
- 09/12/21 5:00 – 7:30pm Summer Celebration

## NEWS YOU CAN USE

### DON'T GET MISSED...

In 2021, service will be delayed one day following the holidays listed below:

- Independence Day - Monday, July 5, 2021 (observed)
- Labor Day - Monday, September 6, 2021

### CITY OF DENVER BRING YOUR BAG PROGRAM

Starting on July 1, 2021

Bring your own Reusable Bags for shopping to avoid a 10 cent fee for each disposable bag, click on picture for more information.

## NOTES FROM THE STONEY BROOK OFFICE

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**Road Reconstruction:** The office will keep you updated of the schedule for any access or road closures. It is recommended to review your contact method on the website [www.sbhoa.org](http://www.sbhoa.org) to be informed.

**Assessment Payments:** If you have yet to pay the \$3,200 for the Road Assessment it is advised to pay this ASAP to avoid any late fees, this was due on June 1, 2021.

**Summer Work Orders:** As we start into summer, work order requests are on the rise. Oliver Lynch, General Manager, supervises the staff and determines the priority of requests. Irrigation system repairs and maintenance take priority during the season.

**Ponds and Streams:** Stoney Brook water features are for all to enjoy! *Please do not throw any rocks or any sort of object into the ponds and streams; this could cause damage and costly repairs.* Thank you for your consideration.

**Be Responsible, Report Suspicious Activity:** Please don't hesitate to contact the Non-Emergency Denver Police at 720-913-2000, if you witness any situation or circumstances that are suspicious in our community.

**Wildlife:** Please refer to Rule 6. *The feeding of all wildlife is prohibited in the Community, except for hummingbird feeders.* Please do not leave your garbage cans, food, pet food, etc. outside of your unit that can attract any wild animals.

**Remaining 2021 Board Meetings:** July 28, August 25, September 22, October 27, November 24, December 22. All Board meeting dates are on Wednesdays beginning at 6:30 PM, via zoom or located in the clubhouse.

# The HOA will continue to follow the City of Denver Regulations and Guidelines for the amenities

## INFORMATIONAL GUIDELINES FOR POOL AND HOT TUB

1. Pool and hot tub hours are 8 am - 10 pm.
2. Residents and guests must abide by Stoney Brook HOA rules.
3. Location of nearest emergency phones are NORTH & SOUTH CLUBHOUSE ENTRANCES.
4. A first aid kit is located on the EAST WALL IN CLUBHOUSE.
5. Life saving equipment is located at SOUTH & EAST OF POOL.
6. Pool, pool area and hot tub are under 24 hour surveillance.

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## STONEY BROOK POOL AND HOT TUB RULES

Warning, No Lifeguard on Duty! Swim at your own risk.

1. No diving or disruptive behavior.
2. Children 12 and under must be accompanied by an adult. *2a - Occupants must be over 12 years of age to enter the hot tub*
3. Swim diapers or plastic pants are required when necessary.
4. Alcohol, smoking, drugs or vaping are prohibited within the pool and hot areas.
5. No pets allowed.
6. Guests must be accompanied by a resident.
7. Flotation devices not allowed on the weekend and holidays. Exceptions are noodles and baby/toddler floats.
8. Food and drinks are not allowed in pool, on pool edge or the hot tub.
9. No glass containers or breakables.
10. All persons should shower prior to entering pool and hot tub.
11. Persons with contagious or infectious health conditions are not permitted in pool or hot tub.
12. 8 guests per residents are allowed to use the pool and pool area. Larger groups must have pre-approval by SB HOA Board Committee. Request must be requested at least 7 days in advance.
13. The maximum number of swimmers allowed in the pool is TBD and City of Denver Guidelines

## HOT TUB RULES

1. Maximum capacity of 6 persons.
2. Occupants must be over 12 years of age.
3. Anyone suffering from heart disease, diabetes, or high blood pressure should consult a physician before using the hot tub.
4. Pregnant women should not use the hot tub without consulting a physician.
5. All pool rules apply to hot tub.

**VIOLATION OF ANY OF THESE RULES MAY RESULT IN LOSS OF POOL AND HOT TUB PRIVILEGES.**

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# Spotlight on Peggy Munroe

by Ann Kochenberger



**P**eggy Scott grew up during the twenties and thirties, a time when children lived carefree lives as they safely played outside with friends. Night games like kick the can brought neighborhood kids together.

Jack and Caroline Scott had five children— Lillian, Jack, Peggy, Joanne, and Jerry, the youngest, who is Peggy's only living sibling. Her sister Lillian was her best friend. Ruth Handler lived next door to the family and the two sisters spent much time with her.

The three girls were often together while sharing many adventures. It was years later that Ruth and her husband developed the beloved Barbie, the famous doll that has been in the hands of thousands of little girls throughout the years.

Peggy attended Steel Elementary, Byers Junior High and South High School before moving on to college at DU, where she pledged Pi Beta Phi.

She married Pat Munroe in 1941 and it was he who founded Power Rental Equipment, a company that rented heavy equipment to builders to erect buildings and roads that were needed as Denver continued to expand. One could say that Pat built Denver.

He loved cars and had many over the years – Jaguars and MG's were common purchases. Peggy fondly remembers the yellow and white 1955 Chevy convertible that they owned. She bought a gold and brown Mercedes hard top convertible for herself, a car that she loved.

Peggy and Pat raised three children, Vicki being the eldest followed by Scott and Rod. Vicki has two daughters and Rod's only child is his daughter Laely. Vicki's daughter, Mandi, lives with and cares for Peggy, the grandmother she and her sister Aimee call Mumcie.

The two adored their grandparents and spent much time with them. Pat was like a dad to Mandi. With a mother who worked, Peggy or Pat picked the two girls up from school each day. Peggy took them to many musicals and they always saw *The Nutcracker* at Christmas time. She often allowed them a treat, a McDonald's Happy Meal that they loved since their mother served only healthy food.



**M**y Uncle Bud often talked about going to *dances at Elich's* (see pic) and Lakeside where the Big Bands played during the World War II years. Peggy and her husband, Pat, along with Peggy's sister Lillian and her husband Warren Hammel were most likely there because the four of them went often.

The two couples traveled extensively – taking many trips to Scottsdale, AZ and, always, the annual Grand Lake family vacations. Going beyond our borders, they visited Cuba at a time when Fulgencio Batista was President. In Europe, they explored Spain, France, and Greece as well as other countries, and Japan in Asia was also a favorite. It was no surprise that they loved Scotland and Ireland since Peggy's DNA test has revealed that she is 96% Scottish and Irish – the rest being English.

She is an avid lover of golf and bridge and played tennis as well. She was young when she was introduced to golf and has always followed the careers of the top golfers. She particularly admires Phil Mickelson and Tiger Woods because of all that they have done for the sport worldwide.

There have been downtimes in Peggy's life, such as times when she was ill and told to "take it easy". This was not what she liked to do but she used that time to make afghans because doing nothing has never been an option.

The family worshipped at St. John's Cathedral in downtown Denver. She belonged to the Denver Assistance League, an organization that does much for the community. She often went to the theater, especially musicals, with her granddaughters, Mandi and Aimee.

Peggy and Pat Munroe were married for 64 years before he died in 2006. It was during the next year that she moved to Stoney Brook. She remembers being attracted to our community during the time that it was being built. Residents in her cull de sac got together often for many years. This occurs less frequently but they do get together now and then.

Peggy, now age 99, is most likely Stoney Brook's oldest resident. She has had a long, fulfilling life. She has used her time well, devoting it to family and friends while reaching out to those in need. She has lived her life the way many of us hope to live ours.

*Note: The Communications Committee encourages residents to suggest someone to be featured in future Spotlight articles. Please send an email to [annie.koch@centurylink.net](mailto:annie.koch@centurylink.net)*

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# Minutes of the Meetings of the Board of Directors

May 26, 2021

**Amended by the Board – June 23, 2021**

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

**Director Absent:** Christine Walker

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

**Homeowners Present:** Mike Davis (Unit 17), Mark Winski (Unit 428), Trina Shanks (Unit 311), Peter & Lucille Zwanzig (Unit 456), Evelyn Burke (Unit 44), Joseph & Karen Palaoro (Unit 118), Jan Melson (Unit 214), Hal Fireman (Unit 459), Dolly Bunke (Unit 128), Stacy Beakes (Unit 462), JoAnn Taylor (Unit 455), Jerry Gordon & Laura Goff (Unit 323), Paul & Kathy Anderson (Unit 105), Vincent DiBiase (Unit 380), Holli Benkelman (Unit 379), Jenny Austin (Unit 135), Lenora O'Connor (Unit 38), Tom Watson (Unit 132), Kay Ceilley (Unit 378), Judi Hutson (Unit 408), Jennifer Hilger (Unit 417), Donna Gleditsch (Unit 444), Lois Leder (Unit 21), Bill Taylor (Unit 11)

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

**Homeowners Comments:** Ms. Zwanzig asked about liquid nitrogen tank on a truck parked on a nearby parking pad. Mr. Trout mentioned it should not be on a residential street.

**President's Comments:** Mr. Trout commented about that the recent security concerns, reminder lock car/unit doors, remind visitors/contractors to lock their vehicles, and may want to notify a neighbor if their garage door is open; also report incidents to the Denver police, they still keep statistics of thefts in the neighbor hoods. Mr. Trout pointed out that owners and contractors should be aware of the no parking area signs and curve parking to limit any traffic concerns. Road Assessment is due on June 1, 2021. If you have yet to pay the assessment it is advisable to pay to avoid late fees.

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

## ONGOING PROJECTS:

- Pond 6 - unable to spray liner due to incoming water – will have to install rubber liner (in-house) & concrete (receiving bid)
- ARBOR GARDEN: Pruning & tree removal
- Pond & Stream clean up
- Bi-weekly: string trimming & edging

## NEW PROJECTS:

- Respraying stream @ Units 128-130
- Pool opening May 28th

## COMPLETED PROJECTS:

- Pond 7 liner installed
- Sprinklers are turned on

**Work Order Priorities:** lights, sprinklers, and pond repairs

Mr. Palaoro asked when the water will be turned on in the pond behind Unit 114. Mr. Lynch informed we are trying to locate a leak and repair in the lower stream.

**Approval of the Minutes:** A motion (Cowan/Kiner) to approve the April 28, 2021, Meeting Minutes as written passed with no opposition. Mr. Klatskin questioned from the Social Committee section that Porfie will be working for the Grounds Committee one day a week. Mr. Lynch reassured this is correct.

**Treasurer's Report:** Mr. Cowan provided the April 2021 Financials. Mr. Cowan was happy to announce the Chateau's payment has been received and is current through May 2021. The Overtime account is over budget (\$5K) by cause of the snowstorm season.; Workers' Comp dividend received (\$2K); Legal over budget (\$1.8K) due to advisory of contracts and declaration amendment; Fertilizer account under budget (\$2K) due to timing; Ponds & Streams account over budget YTD (\$4.7K) due large

purchase of treatment chemicals; Utilities are under budget (\$3.7K); Tree Maintenance/Removal under budget (\$53K) due to timing; The activity of the Capital Reserve for the pond and road assessments were available for review of what has been collected as of April 30, 2021. The account receivable report was reviewed for the amount owing on the assessments. Mr. Cowan highly encourages owners to pay their assessments to avoid the board pursuing the collection policy process. The balance sheet as of the end of April reflects consolidated reserve balances of \$445,938 with \$625,803 in the bank checking or investments accounts, and another \$87,384 is in prepaid insurance, which will result in increased cash flow over the next 3 months as a result of being a non-cash item in the Profit and Loss Statement. Mr. Bulkley thanked Mr. Cowan for all his hard work & time during these projects.

**Finance Committee:** Mr. Cowan reported the recent meeting was in conjunction with the Long-Range Planning Committee. Mr. Cowan presented a Reserve Study to the committees which indicated reserve fund requirements to help avoid situations where future assessments may be required. The community is 45 years old, therefore it is necessary for the study to come up with a dollar amount to build our Capital reserve. so unexpected issues don't crop up and we find we have insufficient cash reserves to pay for things. We will continue budgeting for things the same way with their operational reserve. We meet each year and review projected expenses over the next five years funded with approximately \$300,000 of annual cash flow from current homeowner dues. The other category of reserve items is called the capital reserve. We recognized two years ago this reserve was needed. It was established it a year and a half ago and we have been funding it for two years now at the rate of \$44,000 a year. That represents \$13.00 per month of every homeowner's monthly dues. The new Reserve Study calculated \$190K a year is actually needed to fully fund capital reserve items., If paid by homeowner dues, it we would need to increase in dues to \$610 / month in 2022 up from the \$570/month originally planned. The Finance Committee is researching an alternative option by initiating a contribution of 10x the monthly dues from new buyers which would be \$5700 per sale. There will be a full explanation of this process, Ms. Walker will assist in preparing a presentation for a homeowners' meeting with a Q&A session and a recommendation from the board for owners to vote for amending the covenants to include this new homeowner fee to help fund the capital reserve.

**Long Range Planning Committee:** Mr. Weber, Mr. Cowan and Mr. Bulkley met with Mr. Lynch to discuss each line item of the 30-year plan. Mr. Weber reported this plan has two broad categories as Mr. Cowan referenced: infrastructure reserve items i.e., painting every year and items that are budgeted for every few years which are generally less than \$10K; the other category is capital reserve which is the repaving, the remaining pond liners, and trucks. The items were reviewed in terms of the expected lifespan and current cost. There was one suggested change and that was related to Court 3 where the outcome was that it is an eyesore that could be addressed on a phase basis to avoid an assessment. In fact, we've had four assessments in the last decade that kind of lead to the decisions that were made by the board previously to consider getting some additional funding from new homeowners. We are working on this proposed change to our declarations now that would help fund this reserve as Mr. Cowan pointed out. If the if the homeowners vote positively for that recommendation when it is put forth, we are looking at dues at the \$570 range next year. If the homeowners vote against this new fee, then expect dues closer to be \$610/month next year, or roughly a \$40 increase. That increase would continue every year thereafter so the dues would be higher than they would be otherwise. This is going to be the basic question that will get posed. Ms. Walker is working on a slide deck presentation to all homeowners which will then also be posted on online or our website along with FAQ's that are answered that as we go forward. It's been a long process, but the recommendation was unanimous from the Long-Range Planning and the Finance Committees to the full board in terms of the direction we are moving. Mr. Trout noticed it appears we found software that will let us do our own reserve studies. Mr. Cowan mentioned Mr. Anderson, a new owner, is a property manager of several HOA properties and he recommended the software.

**Architectural Review Committee:** Mr. Kiner mentioned if anyone wants to attend ARC meetings, they are scheduled the second Thursday each month. Same rules as the Board meetings apply with owners speaking first then the committee has their meeting. Mr. Kiner informed that Mr. Kappus requested to be no longer on the committee. Mr. Kiner recommends to the Board Ms. Stonbraker as his replacement. She is currently on the Grounds, Signage, and Pool Rules Committees. A **motion (Cowan/Weber)** to accept Mr. Stonbraker as the new ARC member passed unanimously. Mr. Klatskin pointed out the bylaws requires three board directors to be on the ARC committee. Mr. Kiner confirmed there are three directors. ARC reviewed and approved requests from Units 109, 117, 423-425. Mr. Kiner mentioned the committee discussed a proposed change for tree/shrub removal on common area at owner's expense. The requirements included below along with a form for ARC/General Manager approval and neighbors' comments.

## **Tree/Shrub Removal in Common Area When requested and Paid by Homeowner**

*Purpose:* The removal of a tree or scrubs in Stoney Brook requires thoughtful consideration.

*Instructions:* In order for a homeowner to request removal of a tree/shrub in common area and at the homeowner's expense the following must happen.

1. An ARC application must be completed and sent to the ARC Chairman.
2. A picture of the tree or shrubs in question.
3. A Neighbors Comment form signed by all neighbors who have full view of the area in question, sent to the ARC Chairman.
4. ARC Committee must sign off. General Manager must sign off.
5. Process can take up to 45 days.
6. Any tree/shrub planted in common area without approvals, may be removed by our maintenance crew or an approved source and at homeowners' expense.

Mr. Kiner reassured this procedure does not interfere with Mr. Lynch's responsibilities of common area tree decisions. Mr. Weber thanked the committee for the guidelines of tree removals and suggested Mr. Trout inform the community that the guidelines have been developed and where they can be found on the website. Mr. Lynch commented if a homeowner requested to better the common area and is willing to pay for it and should be allowed, not ignored of their requests. Ms. Hilger mentioned there is an open view of her unit's window from the parking pad where a tree was removed. Mr. Kiner will follow up with Ms. Wolach. The process for tree/shrub removal within an owner's lot remains the same at this time.

**Safety Advisory Committee:** Mr. Kiner mentioned that State of Colorado, City and County of Denver have experienced an unbelievable increase in vehicle theft. Mr. Kiner advises the owners need to be vigilant and follow safety procedures, close garage doors, lock doors, make sure garage lights are working, install a personal security camera or motion lights in hopes of decreasing thefts in the area. The police will take a report, but currently they are short staffed to complete any lab report, etc.

**Insurance Committee:** Mr. Beakes and Mr. Trout had a conference call with Mr. Towne of Moody Insurance. The Pinnacle Workers' Comp renewal is ready for consideration with premiums down about \$600 from previous year. A **motion (Weber/Cowan)** to accept the renewal of the Workers' Compensation Insurance with Pinnacle Assurance in the amount of \$16,363 passed unanimously. The master policy renewal for August was discussed. Mr. Beakes mentioned the replacement cost of our community increased, so that we are now under insured and expects a 15-20% premium renewal increase, in part because of the increase in replacement cost. The analysis is the HOA is better off purchasing association coverage versus trying to transfer the entire cost to individuals which could be \$1800 per owner. Mr. Beakes recommends owners to purchase loss assessment coverage. Mr. Cowan stated we are allowed 100% coverage per our covenants. Mr. Bulkley questioned if we are able to get insurance coverage and are we researching other agents besides Moody's insurance. Mr. Beakes replied yes to coverage and is confident in Moody's insurance has access to these markets. Mr. Kiner questioned the loss assessment coverage, does this applies coverage towards the current projects that owners are being assessed. Mr. Beakes replied it applies to fire or wind/hail damage claims, it is not tied to wear and tear in depreciation or maintenance. Mr. Kiner commented why this is the first to hear about the HOA being under insured. Mr. Beakes can't speak of prior years but mentioned the current increase in material and construction labor costs are a factor. Mr. Kappus commented there is a major problem if we are under insured with home values at \$300K when the units sold last year at an average price of \$700K. Mr. Cowan explained the \$300K is the original built construction replacement cost value. Mr. Beakes mentioned the key issue is not when there is a total loss but a partial loss. Mr. Letson gave an example of loss assessment coverage when his unit was damaged after the last large hailstorm. Mr. Letson's unit was the only one of four roofs damaged so the insurance company determined that his roof was totally gone and had to be replaced. Mr. Letson's insurance company mentioned \$18K to replace the roof the deductible that related to our four units was all put on my loss and that was \$16K. Mr. Letson was assessed \$16K of deductible and fortunately has loss assessment insurance so Mr. Letson's insurance company paid \$16K of the \$18K loss because they insured me against loss assessment, I had to pay \$2K that is how the loss assessment works. Mr. Trout mentioned the annual process of the renewal is making sure to have the right coverage and all the parameters are correct. Mr. Letson recommends owners need to review their personal coverage policies – the exterior shell of unit: HOA responsibility everything else inside: owners' responsibility. The insurance summary is available on the website. Mr. Beakes mentioned they plan to investigate adding Cyber liability to the coverage (\$1K) for the renewal. Mr. Kappus recommends asking your personal agent about the loss assessment cap amount. Mr. Bulkley would like to see a meeting with Moody's Insurance either with the Insurance Committee or community meeting to explain in detail, if needed.

**I-25 Interchange:** Mr. Zwanzig had nothing to report at this time.

**Road Reconstruction:** Mr. Fireman reported to date the curb/concrete work and parking pad except one have been completed. Mr. Fireman mentioned we had a cost increase of extra work to cut down the base under thin asphalt and build it up where we have thick asphalt so that will put us about \$10K roughly over what we anticipated to bring in and allocated road base, especially



where it couldn't be compacted. Mr. Bulkley asked about contracting an engineer. Mr. Fireman responded the engineer will be for the asphalt and compact testing, not for the concrete or milling phases. Mr. Fireman will update Ms. Miller to inform owners daily. Mr. Kiner passed along from Mr. Davis the area near Units 16-17 of the Terraces; the concrete/gutters were not done properly. Mr. Fireman mentioned the Terraces are an engineering nightmare making a small fix impossible. The contractor replaced the curb/gutter and sidewalk in front of units 16 -19 because there was a significant ponding problem in front of unit 16. The contractor and Mr. Fireman flooded it and verified significant ponding the water moved up into the driveway and out into the street because of the way the Terraces are engineered there is virtually no fall in that section which means water does not move readily so we are trying to have the contractor look at what we could do to mitigate it we can't totally correct the problem because they're just nowhere that you can move the water without significantly raising the sidewalks are lowering the roadbed and that's going to be phenomenally expensive so the sidewalks between Units 16 and 18 where the curb/gutter was replaced and was raised about 7 1/2 inches to create a half a percent fall to get water to shed towards the cross pan between Units 15 and 16. It will significantly reduce the ponding and there will still be water left in the gutters but that's to be expected. Mr. Fireman continued there are multiple areas throughout Stony Brook where fall is inadequate and water will stay in the gutter and as long as it stays in the gutter it's not an issue, but you don't want water ponding out into the roadway or up over the sidewalk. Therefore, this issue has been significantly mitigated but because of the overall engineering you can't just fix a small section without moving the problem in front of another section that's just the way the Terraces were engineered. Mr. Fireman suggested the only solution is that you rip out the road lower than the roadbed about 8 inches, tear out all the sidewalks and gutters, lower those eight inches because just fixing the gutters and sidewalks you have to change the driveways and because so many of those driveways are so short you end up with a situation where a car has its front wheels on the garage slab and its rear wheels still on the asphalt and it causes the rear ends to drag and so it's a delicate situation of getting an enough fall in the curb and gutter without significantly impacting the driveways so the areas between Units 16 and 18 were reengineered to get a half percent fall it should reduce the significant ponding there still will be a little water left in the gutters, but not as much as it was.

**Communications Committee:** Any articles for the July/August newsletter should be submitted by June 25, 2021.

#### **Old Business:**

- *Clubhouse usage fee* - Ms. Goff and Ms. Kassenoff provided the recommendation for a clubhouse fee only for non - Stony Brook events of 20 or more people. Mr. Bulkley does not have an issue charging a fee if it is a private event but is concerned of what type of account will be used. Mr. Cowan mentioned a separate checking account and a reporting from the Clubhouse Committee chairman what they recommend the money be spent on and handled, trying to avoid a line item on our budget. Ms. Miller confirmed \$125 cleaning fee will be charged if the HOA cleans after an event. A **motion (Letson/Weber)** to approve the recommended program from the Clubhouse Committee of an \$80 usage fee to be deposited in a separate Clubhouse account in which will be audited each year and use these funds for improvements for a private event of 20 or more passed with Mr. Bulkley and Mr. Kiner opposed.

#### **New Business:**

- *Fence* - Mr. Lynch received an excellent deal on fencing materials to install along Yosemite to Union. A **motion (Cowan/Weber)** to ratify an email vote to the agreement of purchasing \$28K in fencing materials at the fraction of today's cost passed with no objection.
- *Website* – Ms. Miller provided a new website platform proposal from Vintum premium plan. Mr. DiBiase recommends updating the website to integrate a better communication tool and has more feature functionality i.e. reserve courts. Mr. Bulkley questioned the cost and if it will be a user-friendly platform. The price will be about the same and not sure of the accuracy of an individual's level of website knowledge but should be easier to navigate than the current platform. A **motion (Weber/Cowan)** to authorize Ms. Miller and Mr. DiBiase to select a website program in the range of \$2K per year and report back.

**Final Questions:** Mr. Davis asked if Stony Brook be repairing the drainage issue in front of his building. Mr. Trout suggested he and Mr. Fireman will stop by and assess it. Ms. Zwanzig wasn't aware of any outside residents were using the clubhouse and what is the liability. Mr. Trout mentioned residents reserve and are responsible, must be present at the event. Chatroom: just paid \$3500 in road assessment fee and shouldn't have to pay for another fee. Mr. Cowan reassured any fee is for new buyers only, existing owners will benefit because it will replace having higher dues otherwise will have to pay. Mr. DiBiase believes this comment is referring to a current owner wants to buy/move to another unit do they have to pay the fee twice. Mr. Cowan assumes there is an exception when things transfer between family members, but not otherwise. Ms. Ceilley mentioned the HOA insurance only covers original shell of the unit and owners need their own loss assessment coverage. Ms. Gleditsch has concerns of the cost and location of the speed bumps. The speed bumps have been removed and will be replaced with gradual humps. Mr. Gleditsch asked what the homeowners dues will be next year. Mr. Cowan mentioned it could be \$570 or \$610/month.

**Adjournment:** At 8:35 p.m., there being no further business, a **motion (Kiner/Bulkley)** to adjourn until Wednesday, June 23, 2021, passed unanimously.

Respectfully submitted,  
Angela Miller, Recording Secretary

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**June 23, 2021**

**Preliminary – Not Approved by the Board**

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

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

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

**Homeowners Present:** Michael Pederson (Unit 458), Tracy Schreiber (Unit 15), Mike Davis (Unit 17), Mark & Nancey Winski (Unit 428), Trina Shanks (Unit 311), Lucille Zwanzig (Unit 456), Evelyn Burke (Unit 44), Hal Fireman (Unit 459), Dolly Bunke (Unit 128), JoAnn Taylor (Unit 455), Jerry Gordon & Laura Goff (Unit 323), Vincent DiBiase (Unit 380), Jenny Austin (Unit 135), Linda Watson (Unit 132), Kay Ceilley (Unit 378), Bill Taylor (Unit 11), Debbie Wolach (Unit 370), Lois Bradbury (Unit 119), Lorri Stonbraker (Unit 449), Martha Lederer (Unit 451), Diane Jarbawi (Unit 10), David & Lynn Stalker (Unit 367), Tonya Compton (Unit 506), Kate O'Brien Minson (Unit 473), Dorothy Davis (Unit 504), Allen Bowling (Unit 406), and Kerry Santambrogio (Unit 8)

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

**Homeowners Comments:** Ms. Shanks stated if a deposit is required for any member club gatherings at the clubhouse it needs to be posted in writing and on the website. Ms. Zwanzig inquired if a decision was made for the drainage area concerns at the Terraces (Unit 16-21) building. Mr. Trout replied we are in the watchful waiting stage after the asphalt project is completed to determine if anything else needs to be done. Ms. Zwanzig asked if anyone will speak about the new website platform. Ms. Walker mentioned yes it will be discussed. Mr. DiBiase commented when Yosemite St. has any incidents occur the traffic gets directed through the neighborhood. We should be aware of the increase in traffic since we are repaving our roads, safety, and security concerns. Mr. Bulkley mentioned installing security gates were considered but would be way too expensive. Ms. Walker mentioned two accidents did occur on Yosemite this week and are there any other options to propose for redirecting traffic from the neighborhood. Ms. Ceilley suggested having an in-person homeowners' meeting to discuss the significant change to the covenants proposed by the Finance Committee. Ms. Walker mentioned it was decided to do a Zoom meeting a couple months ago to present the information to the homeowners due to Covid 19 gathering restrictions, but if it turns out there is not enough participation on the June 28th Zoom meeting then an in-person meeting will be considered. The presentation slide will be available on the website and in the office prior to the June 28th meeting. Mr. Taylor had a question for Mr. Fireman of what type of technology is used to determine the bad spots in the roads. Mr. Fireman replied visual observation based on the depths of the cracks to be determined if the portion of the road needs to be cut out and replaced or just sealed. Mr. Taylor inquired about the contingency funds for the road project. Mr. Cowan replied at this time better than we budgeted. We should know more in a couple of weeks when the invoices are received and doesn't think we will use all of the budget projected for the subgrade repairs. Mr. Davis insists the drainage concerns in front of his unit is a safety concern and in compliance with the City of Denver regulations and what the board intentions are to repair. Mr. Trout repeated we are waiting for the road project to be completed to understand what the options might be; trying to convert your drainage situation to what it was previously may make matters worse. Mr. Cowan suggested no more comments from the Board since Mr. Davis has mentioned placing the Board on notice for potential liability. Ms. Shanks inquired if there is money left over from the road project will it be refunded to the owners or the capital reserve fund. Mr. Cowan answered no discussion has taken place yet, but he will recommend to the Board that it stay in the Capital reserve account. Ms. Shanks specified the assessment was for roads, not the capital reserve fund and should be voted on. Mr. Cowan agrees.

**Approval of the Minutes:**

- Mr. Trout recommends adding the words in italics from the Road Reconstruction section; the water moved up into the driveway and out into the street because of the way the Terraces are engineered there is virtually no fall in that section which means water does not move readily so *we* are trying to *have the* contractor look at what we could do to mitigate it ...
- Mr. Letson asked that the motion from the Old Business Clubhouse Usage fee be revised as noted in italics: **A motion (Letson/Weber)** to approve the recommended *program from the Clubhouse Committee of an \$80 usage*

*fee to be deposited in a separate Clubhouse account in which will be audited each year and use these funds for improvements for a private event of 20 or more passed with Mr. Bulkley and Mr. Kiner opposed.*

**A motion (Bulkley/Kiner)** to approve the May 26, 2021, Meeting Minutes as amended passed with no opposition.

**President's Remarks:** Mr. Trout advises for owners and their guests to read and follow the posted pool/hot tub rules. Mr. Trout mentioned the Road project is closely coming to an end, so we appreciate your patience through this process. Mr. Trout mentioned there will be more discussion tonight on the Reserve Fund, it's a good topic to be informed about and to amend the covenants it requires a 67% membership approval.

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

**ONGOING PROJECTS:**

- Tree Spraying
- ARBOR GARDEN: Pruning & tree removal (delays could happen to avoid asphalt construction areas)
- Pruning in-house
- Pond & Stream clean up
- Bi-weekly: string trimming & edging

**NEW PROJECTS:**

- Complete landscape behind Units 7-9 adjacent to Chateau parking lot

**COMPLETED PROJECTS:**

- Pond 6 – should be completed next week
- Grounds spraying
- Resprayed stream @ Units 128-130 & Pond 8 (behind 214)

Mr. Cowan updated on Pond 6 which was could not be repaired as initially planned since subsurface water was coming it; therefore, we had to install concrete and add a rubber liner to prevent any water underneath damaging the liner, this was an approved additional \$10K expense. The poly-liner should be installed today. Mr. Letson asked the difference of our crew and Arbor pruning – the Board responded height limit for our crew and the severity of damage. Mr. Cowan mentioned the stream along Units 128 – 130 is still not running. Mr. Lynch is waiting on the contractor to reschedule and determine how to repair the pipe near Units 338-339.

**Treasurer's Report:** Mr. Cowan provided the May 2021 Financials. Mr. Cowan mentioned currently to date we are within \$2k of the operational budget; \$13K savings in the Utilities water account; equip repairs are over budget due to repairing trucks and the OT from the snowstorms; Mr. Cowan is researching the QB software to report separate the operational reserve account from the capital reserve account. The current amount owing for the Pond Assessment is \$1,100 and Road Assessment \$65K. Mr. Cowan said delinquent owners were notified of their unpaid assessment and along with the collection policy procedure which will be enforced if payment is not received or have contacted us to set up a payment plan. The fence materials were purchased at the 2019 prices at \$28K to install along Yosemite Street. Mr. Cowan mentioned the budget for Seal Coat, Concrete, and Major Ponds Repairs will be used for the cost of the fencing materials. Mr. Kiner requested to meet with Mr. Lynch and the Grounds Committee to discuss the fence plans. Ms. Walker inquired the status of Court 1 if installing the pickleball courts still being considered for the fall. Mr. Cowan responded yes for October. Mr. Lynch has been speaking with the contractor in hopes to start in September; Court 1 pickleball court project is a \$12K budget item; The proposal is \$9K; The committee has requested to install a middle net/fencing between the courts (\$4.5K) which is over the budget and purchase tables with umbrellas for the court area. Mr. Kiner mentioned the Grounds Committee needs more advance notice of any plan or schedule changes and curious of the status for hiring a new grounds maintenance. The balance sheet as of the end of May reflects consolidated reserve balances of \$343,220 with \$887K in the bank checking or investments accounts, and another \$65,484 is in prepaid insurance, which will result in increased cash flow over the next 2 months as a result of being a non-cash item in the Profit and Loss Statement.

**Finance Committee:** Mr. Cowan provided the final June 10, 2021, committee minutes. The committee has been researching for several months of ways to fund the Capital Reserves in part by asking new owners to pay their share to contribute to this fund. The new Reserve Study calculated \$190K a year is actually needed to fully fund capital reserve items., The Finance Committee recommended previously an option by initiating a contribution of 10x the monthly dues from new buyers. Ms. Bradbury recommends the fee not to exceed \$5K. The Finance Committee is in agreement and recommended to the Board a charge for new buyers of a onetime fee of \$5,000. The fee will automatically increase 3% per the COL (cost of living) increase. Mr Letson expressed concern that the document presented did not allow for the Board to change the fee itself, which is what he was expecting. There was discussion with each Board member expressing their opinion. Most had some concern that changes like this should be a homeowner decision and only be changed by vote. **A motion (Bulkley/Cowan)** to present to membership for a

majority approval the amended declaration Section 6.7 Capital Reserve fee “See Amendment” **attached to these minutes** passed with Mr. Letson against and Ms. Walker abstaining.

**Long Range Planning Committee:** Mr. Weber has nothing to report this time.

**Architectural Review Committee:** Mr. Kiner reported four approvals with no pending requests. Mr. Kiner mentioned at the next ARC meeting the members will discuss possibly adding different color change/options for the units, colors of landscape rock and pavers.

**Safety Advisory Committee:** Mr. Kiner reported it has been quieter with no recent issues. Please contact Mr. Kiner if anyone needs the license plate torx screws. Mr. Kiner will reach out to the police district contact to discuss the directing traffic through the neighborhood concerns.

**Insurance Committee:** Mr. Beakes had nothing to report at this time. Mr. Trout signed the broker of record letter for insurance renewal process.

**I-25 Interchange:** Mr. Zwanzig had nothing to report at this time.

**Road Reconstruction:** Mr. Fireman reported the existing condition of the concrete base was way better than anticipated, without the need for 30% base reconstruction. He said there may be as much as \$100,000 that may not be needed. Currently the contractor is completing the crack filling areas. Monday June 28th, the contractor will start the paving at Penrose Ct and Verbena cul-de-sacs first then head toward Spring Creek and Temple Drive cul-de-sacs. Mr. Fireman received several requests of installing more speed humps than plan for Verbena and upper Spring Creek, this could be a \$1500/hump. Mr. Fireman expressed the locations of the planned speed humps will not interfere with any driveway. Mr. Fireman expects the project to be done by the 2nd week of July, weather permitting. Mr. Cowan thanked Mr. Fireman for his work during this project. Residents may park in the parking pads and street, with the exceptions of Fire lanes and front of any driveways, when paving the cul-de-sacs. Mr. Kappus reported City of Denver has done the mill and overlay for the Radcliff/Verbena Circle and noticed they did not sweep or a tack coat prior to install the asphalt, doesn't expect to last more than six years. Mr. Fireman recommended to the Board, since the roads do have a cement stabilized base, to put a policy in place if any excavation in the roadway that the top 6” of base be replaced with either flow fill or flash fill to help maintain of the base.

**Communications Committee:** Any articles for the July/August newsletter should be submitted by June 25, 2021. Ms. Miller has access to the new website platform to start building it and will have the Communications Committee review prior to going live.

New Business:

- *Pond 6 Concrete* - A **motion (Trout/Walker)** to ratify an email vote to the agreement of Mr. Lynch signing the Perfect Patch concrete installation contract in the amount of \$9K to repair Pond 6 passed unanimously.
- *Signs* – Mr. Trout noticed the main Pool/Hot tub rule 2 does not include the hot tub rule for children 12 and under are not allowed in the hot tub. Mr. Trout proposes Rule 2A- Occupants must be over 12 years of age be included as well. A **motion (Kiner/Cowan)** accepts adding Rule 2A – Occupants must be over 12 years of age to enter the hot tub to the main pool/hot tub rules and signage.

**Executive Session:** At 8:32 p.m., a **motion (Cowan/Kiner)** to adjourn into an Executive Session to discuss a legal matter, which passed unanimously. (**Klatskin/Cowan**) 9:10 PM

Adjournment: 9:15 PM (**Kiner/Weber**) adjourn until Wednesday, July 28, 2021, passed unanimously.

Respectfully submitted,  
Angela Miller, Recording Secretary