



# Homeowners Association Newsletter

November/December 2020 | Volume 19 No. 6

## Upcoming Events

### **Annual Meeting**

**January 27, 2021  
6:30pm**

## **In This Issue**

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## **President's Message**



It seems that the coronavirus is not done with us yet. Under state orders, the [City of Denver](#) instituted Safer at Home Dial Level 3 restrictions for us, along with the mandatory wearing of masks on

October 27. At Stoney Brook, we have asked Angela Miller to go back to working from home and we now have had two reported positive tests for COVID-19 among our residents. At our last board meeting, we decided to keep the Clubhouse closed, despite pleas to open it. While we are all tired of the pandemic (see the [article from UCHealth](#) in this newsletter), we cannot let down our guard just yet. Please be careful out there for everyone's sake.

Our annual meeting will be on January 27, 2021. We are at least 99% certain that we will need to have this meeting virtually, and we are planning accordingly. This format has worked reasonably well with all our meetings since mid-March. If you would like to get an idea of how this format works before our annual meeting, please attend either the November 18 or December 16 board meetings. You won't need to wear a mask.

On October 7, we held our annual new resident educational meeting. It was a well-attended event, organized by Bob Bulkley. Because it was a virtual meeting, we recorded the meeting and posted it on our website. We hope this video will be helpful for future new residents, who can at least hear and see the topics covered, without having to wait until October 2021 for the next meeting.

Thanks to Oliver, our maintenance crew and Mother Nature for allowing our swimming pool to remain open until October 11. From the comments I received, having the pool open late was a special treat this year. I'm glad that we were able to do it.

Just a reminder that we will vote for three directors, just before the annual meeting in January. If you have ever wondered how much fun it is to be on the Stoney Brook HOA board, this might be your chance to find out. There is still time to submit your application to Angela. Currently, the board has no women members. I'm hoping that will not be true in 2021.

One community concern that we have just started to follow is a possible modification to I-25 at Belleview Avenue. Because of the congestion at this intersection,

- September Financials
- **Notice 2021 Proposed Budget**
- Fire & Safety Report

*You don't have to ask, just wear a mask*



CDOT is evaluating either an enhanced exit, like the one at I-25 and University or creating an entrance and exit at Union. Your HOA will follow this issue and register our concerns with the agencies involved in the project. However, it would be wise for all homeowners to learn about this project and voice any concerns as individuals directly to the same agencies. A good starting place to learn more about the project is [GV Voices](#). A critical point is that this project is not yet funded, so it appears to be several years off.

You'll find an updated 2021 painting schedule in the board minutes for October. After hearing owner appeals at the September board meeting and further inspection, several units were added to the list for next year.

And finally, for anyone with a question about how things work here in Stoney Brook or for any sort of neighborhood information, always check the web site or send a question to our email box at: [sbhoainfo@gmail.com](mailto:sbhoainfo@gmail.com).

## Important Notice of Upcoming 2021 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 2021. Please, read the documents carefully. The Board will be discussing the proposed 2021 budget at its **November 18, 2020** meeting and will be approving the final budget at its **December 16, 2020** meeting. All homeowners are encouraged to attend and comment at both meetings.



**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, which can be found on the [SBHOA website](#). Résumés need to be submitted by December 8, 2020.

## Important Notice: 2021 Painting Schedule

**9 Cedar:** 112, 113, 114, 118, 119, 120, 125, 126, 127

**6 Masonite:** 423, 424, 425, 449, 450, 451

### Touch-up Only Pending Inspection in Spring 2021

134, 135, 136, 138, 139, 140, 141, 142, 143, 205, 206, 207, 378, 379, 420, 421, 422, 426, 427, 428, 441, 442, 443, 444, 445, 466, 467, 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.)

## In Search of Self-Insurance Expertise

One of the benefits Stoney Brook has historically provided is property insurance to cover

losses from storm damage to the outside (including roofs) of owners' homes. Largely because of hail damage claims, this type of insurance has become difficult to obtain and when obtained, has become more restricted and increasingly more expensive. It now costs us \$239,000 per year, representing about 17% of our expenses (excluding infrastructure maintenance). Moreover, because of the increased deductibles in the available policies there is almost no real direct insurance coverage for wind and hail damage. The only real benefit we receive is a loss assessment provision which serves to activate coverage provided by the loss assessment provisions of homeowners' individual policies.

It has been suggested that one of the potential ways of significantly reducing this cost and/or improving our coverage is joining a cooperative which provides group insurance and a loss assessment. I am looking for volunteers to serve on a committee to study this opportunity. I know of one company which has recently adopted such a plan and could provide original guidance. If interested call Angela at (303)771-4656 and I will get back to you.

Bill Letson

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## 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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## STONEYBROOK HOA MAINTENANCE CREW

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Porfie Acosta - 12 years



Saul Dominguez - 15 years



Manuel Fuentes - 11 years



Jose Ginez - 9 years



Jaime Hernandez - 15 years



Alfredo Ibarra - 7 years



Ruperto Montoya - 10 years



Jose Perez - 1 year

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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 25, 2020 and will not be back until Monday, November 30, 2020 for the Thanksgiving holiday.

**MERRY CHRISTMAS:** The office will be closed December 24, 2020 and return to the office Monday, December 28, 2020.

**HAPPY NEW YEAR:** To bring in the New Year, Staff will be dismissed at midday on Wednesday, December 30, 2020 and will not be back until Monday, January 4, 2021.

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

### GUTTERS AND DOWNSPOUTS

Per the SBHOA Declarations, maintenance of each unit is the responsibility of the owner. Please be advised that failure to keep gutters and downspouts clear may result in water damage or roof collapse. Stoney Brook staff is available after hours if you wish to hire them to inspect and clean your gutters and downspouts. Please call the Stoney Brook office to arrange for this service if you wish. Alternatively, commercial contractors may also provide this service.

**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 2020 Board Meetings:** November 18, and December 16

### Residential Fire Safety Equipment Report

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 replaced annually.

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

## Snow Removal Policy

### No Street Parking Allowed During Snowstorms

**Plowing:** Officially, plowing of streets begins when the depth reaches 3". However, when labor and equipment are available, we generally plow lesser amounts to reduce icing. Streets are our first priority. Plowing starts at 4:00 a.m. during the week and at 7:00 a.m. on weekends. PLEASE BE AWARE OF SNOWPLOWS MOVING THROUGH STONEY BROOK AND LEAVE EXTRA SPACE BETWEEN THEM AND YOUR VEHICLE TO ALLOW FOR SUDDEN TURNS AND STOPS.

Next, we plow cul-de-sacs, which are plowed when the depth reaches 3", but again are generally plowed with lesser amounts. Starting times vary but are generally plowed concurrent with streets.

The driveways are cleared next using a combination of mechanical equipment and personnel with snow shovels. Though we strive to have driveways cleared within 8 hours once it stops snowing, due to limited personnel and equipment, it may take up to 24 hours to get all the driveways cleared.

Following driveways are the walkways servicing units' front doors. However, because of limited available personnel on weekends and holidays, walkways may not be cleared until the next regular workday.

Paths that do not lead to the residence door will be shoveled if personnel are available.

**Sanding:** We generally sand streets at stop signs and mailboxes and will sand other areas when requested by a resident. Residents must call each time sand is needed as it will not be done on a regular basis.

Ice melt is very rarely used as this product will get washed into our ponds and can cause major damage to fish and other living organisms in the ponds. Ice melt may be applied depending upon location when requested.

As we all know, with winter in Colorado, we get snow and ice buildup from time to time, and it is impossible to provide an absolutely clear street, walk, drive, etc. at all times. We will do our best to maintain safe conditions for everyone.

If there is a true emergency, call the office at 303-771-4656, and we will respond as quickly as possible.

## Stoney Brook Safety and Security Tips

- Please keep your garage doors closed. If you leave it open for short periods, please lock the door from the garage into your house.
- If your car has an alarm, leave your keys on your nightstand. If you hear unusual noise, you can set off the car alarm which may deter someone unwanted from your home area.
- Use a home alarm system and motion sensor lights.
- Set outside lights to remain on at night.
- If away for more than a few days, please notify the Stoney Brook office. Also, communicate

- with your neighbors. Cancel your newspaper delivery.
- If your vehicle is parked outside, be sure to keep it locked.
- While walking through our neighborhood, walk facing oncoming traffic. Keep pets in close proximity to you. At night, wear reflective clothing and use a flashlight that will be easily visible to drivers.
- Observe all speed limits, stop signs and no parking areas. Please follow all rules pertaining to using the pool, tennis courts and clubhouse.
- If you observe threatening or other situations of a major concern, call 911. Any non-emergency issues please call 720-913-1300.



### The \$avings That Keep On \$aving

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.

## Here are a few problems with high water pressure:

### \* **Water Heater Leaks**

The high pressure causes your temperature and pressure safety devices to open and leak.

### \* **Banging Pipes**

The velocity of your high water pressure can slam into your pipes causing them to rattle.

### \* **Dripping Faucets**

Pressure can force out water through your faucets and damage internal parts.

### \* **Damaged Appliances**

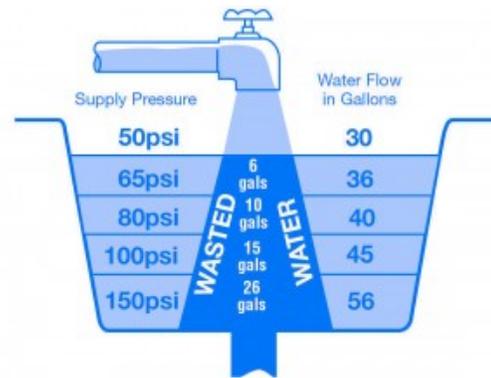
Excessive pressure can wreak havoc on the valves and cartridges that turn your appliances off and on.

### \* **Leaking Pipes**

Excessive pressure causes water piping to fail prematurely.

### \* **High Water Bills**

The higher the pressure, the higher the flow. Which results in a higher monthly cost.



The diagram on the above shows how water pressure can affect water usage which in turn directly affects cost. This is a diagram of a faucet with a 10-minute running time. As you can see, more water is used to perform the same task. For instance, taking 10 minutes to shower with normal water pressure vs high pressure has a difference in cost. So, reducing high water pressure can really have long term savings.



## Spotlight on Jim Lake's Bench

Jim Lake was a perfect example of an eccentric. He was a man who did what he wanted regardless of what he was expected to do. In all the years he lived in our community, a huge ladder stood in the middle of his living room. It was visible through the large glass window and those who passed by might assume that he was in the midst of doing a home project but would then

realize that the ladder remained right where it was, a permanent fixture.

The governing board of our community once asked Jim to meet with them over several concerns

that they had regarding his “decision-making”. Bird feeders are not allowed in Stoney Brook because seeds ruin the grass, but Jim put up a couple of them regardless. He never had his dogs on leashes even though it was a rule that they should be. This was of little concern to his neighbors because the dogs would bask beside him as he worked in the yard. He loved to garden so he and the dogs as well as one or two of his cats spent much time out in front of his house. He had a stash of dog treats in his garage, which was always open, and dogs knew it. Our dog Chloe would strain at the leash to get over to Jim so he could give her a treat.

I doubt that anyone knew Jim well. Neighbors waved or stopped to talk because he was well liked. He was a man of few words who often held a cigar in his mouth. There were a few, however, who had no love for the man. They disagreed with his insistence that bird feeders remain and that his dog were unleashed. Most, though, liked Jim and some admired his spunk and independence ~ maybe even envied it.

Jim died unexpectedly, discovered in his front yard early one morning. I was at a family reunion close to Cresta Butte, CO when a friend called me that summer morning to let me know. His death hit many of us hard. Bob Buckmaster was a good friend of Jim’s. He and his wife, Barb, spearheaded a drive to raise money so that a bench could be placed in the park in which he walked his dogs. It would be a way of providing a tribute of sorts. Those who wanted to send in donations did so and, with the money collected, a bench was purchased to be erected at the top of the park. “In memory of Jim Lake” followed by the year Jim died is written on a gold plate along the back of it. The Buckmaster’s would like to thank those who donated.

I love that bench and sit on it for brief amounts of time while walking our dog Ginger. It looks over grass that turns from green to brown during the year. The busy street below is visible as are many of the office buildings that stand in the Denver Tech Center. And, as I sit there, I think about the beauty of life ~ the lush green grass below through which water moves along a canal and I wonder about the people who drive cars along that busy street. What are they like, and where are they going? But my thoughts always include Jim Lake, the man none of us knew well, whose independence we understood and perhaps admired or envied and who returned our greetings each time we walked past his house.

The evening Jim met with our board of directors, he listened to what was said, then stood and replied, “If I wanted someone telling me what to do, I would have married”. He then left the room and walked down the driveway toward home where bird feeders were in plain view and dogs slept in the driveway...unleashed.

*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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## NEW RESIDENTS FEATURE

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There have been many people move into Stoney Brook over the past year. We’d like to introduce you to all of them, but each family is asked if they would like their name and information about them to appear in the newsletter and on the website. We do not publish information without the owners’ permission. We have not heard from most, but it is never too late. Email me with your information and it will be in a newsletter in the near future.

**We welcome three new Stoney Brook residents.**

**Jan & Martin Halzel**  
8505 E. Temple Drive  
Unit 507

We’ve been in Colorado over 39 years. We moved from Centennial to Grand County about 6 years ago. Stoney Brook is our Denver home.

Jan is a research scientist with Biogen, a biotech company out of Cambridge, MA. She works from home. I retired from Cisco Systems, and now operate Eagle Wind Home and Office Network Solutions, or just plain Eagle Wind for short, a company that installs and fixes home networks. The website is [www.ewhons.com](http://www.ewhons.com).

One of our daughters lives nearby just off of Belleview. She has two boys, ages 9 and 7. Our other daughter lives in Edwards and has a 2 year old.

We both ride bikes a lot and love to ski.

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**Deborah & Stewart Loewenstein**  
Unit 354

We are excited and grateful to call Stoney Brook our new home. We have looked on & off in the Stoney Brook neighborhood for the past eight years and finally found the unit that met our criteria – with a little remodeling which we hope to have completed by **March 2021**. We have previously lived in the Platt Park neighborhood of Denver and Greenwood Village with our two kids. We are both currently winding down our professional careers in the finance and real estate industries and transitioning our skills to more charitable ventures. We both enjoy the Colorado outdoors and enjoy trail running at Cherry Creek State Park along with most other outdoor activities. We both have a passion for reading, the arts and sports but most of all spending time with our family and friends. We look forward to integrating ourselves into the Stoney Brook neighborhood and meeting new friends.

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**Sheryl “Bear” McDonald**  
4505 South Yosemite Street  
#343

I’m thrilled to be living in Stoney Brook! My 24 year old daughter, Emma, and friends have christened my home “Bear’s Cottage”.

I watched Stoney Brook being built in 1977. I lived in Cherry Hills Village and was a member of Cherry Hills Country Club. My ex-husband and I are among the 15 founders of Colorado Golf Club. I enjoy tennis and golf and look forward to learning pickle ball. I also love to play cribbage and backgammon.

I will be 60 on Feb 18. I was born and raised in Colorado. My grandmother and mother christened me with the nickname “Bear” when I was little. You will always see me wearing pearls given to me from my grandmother and mother. I am very close with my family. When we are together, we laugh until we cry, sing at the top of our lungs and dance like no one is watching!

Sheryl or “Bear” is extremely active in the Denver community with a number of philanthropic endeavors, most notably as the Founder of SaddleUp! Foundation, an equine facilitated non-profit organization. She has a passion for helping others.

Those of you who walk dogs will have more of an opportunity to meet Sheryl than will those who do not. When you see a lady who looks to be about 60 and is wearing pearls while walking along Stoney Brook’s paths and streets with a 9 year old Bernese Mountain Dog named Gus, introduce yourself.

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## **Stoney Brook HOA – Committee Focus**

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**Focus:** Long Range Planning Committee, Craig Weber Chairman

As a second in our series to learn more about the work of our Stoney Brook Committees, this quarter, we focus on the Long Range Planning Committee (LRP) and its’ Chairman, Craig Weber. We are grateful to Craig and the rest of the Long Range Planning committee for all they do for us. Members of the Long Range Planning Committee include: Bob Bulkley (BOD), John Cowan (BOD), Stan Trout (BOD), Ginny Schneider, Mark Winski, Uli Kappas (BOD), Bill Letson (BOD) and Hal Fireman.

Below is a bit more info about their charter and accomplishments:

**Q) Please describe the overall responsibility of the Long Range Planning committee?**

*The Long Range Planning committee was first formed in 2009 to meet the requirements of a*

Colorado Law (HB 1359). This law, signed by then Governor Bill Ritter to promote responsible governance of common interest communities. HB 1359, known as the Colorado Common Interest Act, required HOA's to have adequate operating funds and capital reserves to protect residents of communities with shared interests.

*The Long Range Planning committee has three basic functions:*

- a) To maintain The Reserve Funding Study (referred to as the Long-Range Plan or 30-year Plan) and ensure it is updated annually to make certain that it adequately addresses the current inventory of assets, their anticipated future conditions, their remaining useful life, and that replacement costs appear adequate.*
- b) To advise the Stoney Brook Finance Committee regarding what is needed to fund the planned operating fund and capital reserve fund expenditures and to maintain the reserve fund above the stipulated level.*
- c) To prepare a summary of the 30-year plan for the Board of Directors no later than the October Board meeting and then share it with residents at the January Annual Meeting.*

**Q) How long have you served on this committee?**

*I've been part of the Stoney Brook Long Range Planning Committee for 5 years. I joined the LRP Committee in 2016, became Vice Chairman in 2017 and Chairman in 2018*

**Q) How are priorities set each year?**

*Priorities emerge from the 30-year plan which provides guidance as to which assets need to be maintained, repaired, or replaced.*

**Q) What are your top priorities for 2020?**

- 1. Determining the condition of the Stoney Brook roads and what is needed to maintain them in optimal condition.*
- 2. Updating the 30-year plan and determining which item(s), if any can be moved back a year or more and which should be moved up a year.*
- 3. Revising the maintenance and repair schedule for the ponds and streams. Note: leaks in the ponds and streams can result in significant water loss and replacement cost.*

**Q) What are some of the things that your committee has accomplished so far this year?**

*Our key accomplishment in 2020 has been developing a recommendation for Stoney Brook roads.*

*Our sub-committee did a fabulous job and collectively spent hundreds of hours to finalize this recommendation. The work they did included: interviewing two engineering firms and following up to check their references. After getting the assessment and recommendation from the firm selected, AGW, the sub-committee also talked With individuals from 4 different construction companies to develop the recommendation made to the Board of Directors at its September meeting (referenced elsewhere in the newsletter).*

**Q) What should a resident do if they have questions for your committee?**

*Interested residents should plan to attend Board meetings; the dates of which are posted on the Stoney Brook web site: [www.sbhoa.org](http://www.sbhoa.org).*

*For those who cannot attend, minutes are also posted on the web site. If residents have specific questions or concerns, they are welcome to sit in on LRP meetings, or send any question to our new Q&A mailbox at: [sbhoainfo@gmail.com](mailto:sbhoainfo@gmail.com)*

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## Street Paving & Court 3 Update

**Pavement Remediation Recommendation:** Because Stoney Brook's pavement is showing significant deterioration and serious cracks in a number of areas and recognizing it is approximately 40 years old, the Pavement Sub-Committee (Committee) was charged with obtaining expert professional evaluations and remediation options. After 22 months of study, the Committee submitted its recommendation to the Board at the 9/23/20 meeting. The recommendation suggests remediation of the roads in the next 3-4 years. The exact start date will

be determined by monitoring the condition of our roadways. A current ballpark price for the work is approximately \$1.5 million. We anticipate that the work will be done over two years and will include a total surface replacement (called mill & overlay) with the subgrade foundation replaced where necessary. You may notice entries in the new 5-year plan for this work but remember that these are just placeholders and will be reviewed and possibly adjusted in the future.

As is typical with all major projects at Stoney Brook, there will be access to all units during construction and traffic will not be impeded however there will be some short-term inconvenience. The community will be notified well in advance when construction is planned to begin.

**Court 3:** Subsequent to the recommendation provided to the Board by the Court #3 committee at the August meeting, the plan to restore the court for additional recreational uses that would result in more homeowner usage has been suspended pending resolution of other capital projects such as the roads and ponds. The project serves as a place holder for 2025 in the 5 yr. budget with an estimated cost of \$150,000.

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## SBHOA – FREQUENTLY ASKED QUESTIONS SECTION

**Q) We've have many grounds men, new and seasoned. Would it be possible to supply them with name tags with their FIRST NAMES in large print? With masks on, it's not easy to identify them. Easily affirming their first name will make it easier to wave, converse with, or thank them. The name tags could be followed up in the next newsletter with a page of their recent pictures (without masks), names and years of service. We printed out last year's page and it has been quite helpful, but we need an update.**

*Oliver confirmed that the staff already have name tags. However, the maintenance crew has not been good about wearing them. Oliver has committed to getting them wear them on the outside of their jackets while the weather is cold. Look for an updated list of the crew with names, photos and years of service in the next newsletter.*

**Q) Would the powers that be consider developing a small, unobtrusive, perhaps 5" x 5" insignia/symbol/plaquard that could be placed, over or under the numerals or the front door of a unit which is for sale. These would be removed the moment the unit is sold. Many residents have friends who might be interested in moving to SB, and friends are people we would like to encourage to move to SB. Houses are shown on the website, but to my knowledge not listed in the newsletter. This type symbol would keep residents well informed.**

*We know how much our residents love our community and understand that you'd like to be among the first to know when units come up for sale (or rent) so you can share that info with interested friends or family.*

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## WELLNESS FOCUS

Please click on the link for an article of ***Tips for Handling Pandemic Fatigue*** from UC Health <https://www.uchealth.org/today/5-tips-for-handling-pandemic-fatigue/>

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## Minutes of the Meetings of the Board of Directors

**September 23, 2020**

Amended by the Board – October 28, 2020

**Directors Present:** Stan Trout, John Cowan, Uli Kappus, Craig Weber, Jack Kiner, Ron Branish, 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), Eric Gary (Unit 450), Vincent DiBiase (Unit 380),

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

**Approval of the Minutes:** Mr. Trout recommends revising the "motion section" of the September 3, 2020 Meeting Minutes as follows in italics: to authorize Mr. Lynch to sign the proposal from NPW Contracting, Inc. for \$14K plus \$55/linear foot allowance for any additional crack sealing to repair the stream passed with no opposition. A **motion (Kappus/Branish)** to approve the August 26, 2020 Meeting Minutes and the amended September 3, 2020 Special Meeting Minutes both passed with no opposition.

**President's Message:** Mr. Trout encourages homeowners to run for the board. Mr. Trout mentioned he has been contacted about the drag racing that has been occurring in the area recently. Mr. Kiner provided an update that police are unable to chase the drag racers per the law and safety of the public. Mr. Kiner mentioned owners may contact their District 4 Councilwoman, Kendra Black at [kendra.black@denvergov.org](mailto:kendra.black@denvergov.org) to express their concerns of these issues.

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

**ONGOING PROJECTS:**

- Pond/Stream clean up (weather permits)
- Painting/Power wash to be completed week of 09/21-09/25
- Pruning in-house
- Arbor Garden removing oversized dead branches

**NEW PROJECTS:**

- Waiting on Contractor to spray stream from Units 128-130
- Crack seal to start on main roads (excluding cul-de-sacs & Radcliff Circle) week of 09/21/20
- Prep and redesign stream from Units 440-444 week of 09/21/20
- Running test on ponds for leaking pipes

**COMPLETED PROJECTS:**

- Stream repair near Units 328-338, 349-351 and 367-369

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- 2021 Revised Homestead Painting Proposal added Units 112-114 & moved Units 118-120 from power wash to paint
- POOL WILL CLOSE FOR THE SEASON 10/4/2020 @11PM

Mr. Gary expressed concerns of the power wash/touch up process. Mr. Gary mentioned from the July 2020 Meeting Minutes it states the inspection of the units on August 5<sup>th</sup> will include the units postponed for painting in 2020 and those scheduled for 2021, the proposed 2021 schedule does not include the 2020 units. If the Board is going to extend the interval 7-year paint cycle, Mr. Gary recommends owners to have an expert evaluate for any exterior concerns to avoid any long-term issues to their units. Mr. Weber explained the evaluation process and the owners' responsibility for the carpentry repair expense. Mr. Weber stated a final decision on the proposed 2021 paint schedule will not be determined until the power washed only units are evaluated. Mr. Cowan mentioned the Board has taken on the responsibility to assist owners with painting of their buildings in the best interest of Stoney Brook to achieve uniform and quality standards. Homeowners that have the capability, and the responsibility of the building, and may paint outside of the scheduled paint cycle. An appeal from Unit 425 was submitted to the Board for review. Mr. Lynch, Mr. Weber and Paint Contractor will be assessing these buildings that were appealed and the power wash units.

**Treasurer's Report:** Mr. Branish provided the August 2020 Financial reports. Mr. Branish reported finances are in line with budget. The cash flow is \$56K. The balance sheet as of the end of August reflects consolidated reserve balances of \$307,359 of which \$230,282 is in bank checking or investments accounts, and another \$81,200 is in prepaid insurance that will increase our cash flow as a result of being a non-cash item in the Profit and Loss Statement. *Mr. Cowan mentioned even though we have a commitment for a Line of Credit in place, the board is not allowed to move forward pending homeowners' approval.* Mr. Branish mentioned we met all the insurance billing requirements which the final premium policy payment of \$170K, which will be reflected in September financials.

**Finance Committee:** Mr. Cowan provided the September 16, 2020 Finance and LRP meeting minutes, which will be posted on the website. Mr. Cowan summarized the bullet points from the

meeting.

*Asphalt Repairs:* The Asphalt Committee, research engineers and several contractors provided recommendations along with estimates for repairing the streets to the LRP Committee. One of the engineer recommendations was to tear up and replace 30% of the streets (\$1M). This requirement is not known for certain until assessing the damage after milling the top layer. The LRP has placed this in the budget for 2023 and repairing the remaining streets, cul-de-sacs and the parking pads estimated at \$600K in 2024 both projects with an assessment of approximately \$5,400/unit.

*Ponds and Streams:* The maintenance crew has done in-house repair for any minor leaks to the ponds/streams. The pond behind 214 was repaired in 2015 by installing a fiber/rubber compound liner which should have long term results. Currently most of the streams are turned off to determine how much water is leaking from the ponds. The pond behind Unit 407 is losing water. If major repairs are needed the pond will be drained and cleaned out. LRP has a budget for a rubber compound liner in 2021 (\$30K). A bid was submitted to repair ten major ponds (\$411K) plus cleaning out sludge (\$10K) per pond. The LRP has planned about every 3-4 years for major pond repairs.

*Painting:* the 2021 proposed paint schedule will increase the budget by \$10K by adding two buildings to the list.

*Paths:* No specific plans, except for any in-house repairs.

*Court 3:* The committees agreed with so many other priorities (painting, ponds and asphalt) to hold off on this project at this time. A possibility for our staff to install a bocce ball court if time allows. This project was moved to 2025 in the budget as a place holder.

*Budget Status Review:* Currently looks good, but some of the items have yet to receive invoices or there is a timing issue compared to the budget forecast. The Year-End cash flow should be close to what was budgeted. The Capital Reserves are building at \$44K continuously each year. A truck (\$40K) is planned to be purchased in 2022. Mr. Kappus inquired when should we start collecting for the assessment? Mr. Cowan responded from recent committee discussions the plan is to start collecting in 2022 for the project starting in 2023.

**Long Range Planning Committee:** Since the Finance and LRP Committee had a joint meeting, Mr. Weber did not want to be redundant by covering Mr. Cowan's topics again.

**Architectural Review Committee:** Mr. Kiner reported the committee approved 7 projects and additional 2 approved this morning. Mr. Kiner expressed no exterior work can begin unless proper forms should be submitted to ARC for approval. ARC has 45 days to review/approve projects. ARC approval is needed for any tree to be planted within an owners' plot or common area. The Grounds Committee is exploring the idea of transplanting plants from around ponds to other areas in the community instead of purchasing plants. Mr. Kiner is contemplating filing a formal complaint towards an owner, if they continue to do any work on their deck without submitting any forms for ARC approval.

Declarations Article 8 (ARC)

**Section 8.2 Required Approval.** *No structures, including residences, accessory buildings, tennis courts, swimming pools, antennas, flag poles, fences, walls, exterior lighting, landscaping, or any other Improvement shall be constructed erected or installed on a Lot, nor shall any alteration or change to the exterior of the Improvements, the exterior of a residence, to a Lot or to any structure or any attachment to the exterior of a residence (including paint, awnings, patios, decks, or shutters) be commenced within the Community unless complete plans and specifications shall have been first submitted to and approved in writing by the Committee as outlined in the Rules and Regulations. The Committee may require that applications of Owners and their plans and specifications show exterior design, height, materials, color, location of the structure or addition to the structure or proposed Improvement (plotted horizontally and vertically), location and size of driveways, walls, windbreaks and grading plan, as well as such other materials and information as may be required by the Committee.*

**Section 8.3 Architectural Criteria.** *The Committee shall exercise its reasonable judgment to the end that all attachments, Improvements, construction, landscaping and alterations to Improvements on a Lot or landscaping of a Lot shall comply with the requirements set forth herein. The approval or consent of the Committee on matters properly coming before it shall not be unreasonably withheld, and actions taken shall not be arbitrary or capricious. Approval shall be based upon, but not limited to, conformity and harmony of exterior appearance of structures with neighboring structures, effective location and use of Improvements on nearby Lots, preservation of aesthetic beauty, and conformity with the specifications and purposes generally set out in this*

*Declaration.*

**Section 8.5 Reply and Communication.** *The Committee shall reply to all submittal of plans and specifications made in accordance herewith in writing within forty-five (45) days after receipt. In the event the Committee fails to take any action on submitted plans and specifications within forty-five (45) days after the Committee has received the plans and specifications, approval shall be deemed to be granted. All communications and submittals shall be addressed to the Committee at the office address of the Association.*

**Safety Advisory Committee:** Mr. Kiner mentioned a couple of safety incidents (drag racing, I-225 noise, truck convoys and homeless tents @ Micro Center) in the surrounding DTC area. As mentioned before please contact Kendra Black, [kendra.black@denvergov.org](mailto:kendra.black@denvergov.org) or non-emergency police, (720) 913-1300 to express any concerns in these matters.

**Insurance Committee:** Mr. Branish mentioned the \$262K insurance bill was paid in full. No claims reported.  
Mr. Letson inquired if the Line of Credit was established. Mr. Branish mentioned per the Declarations the majority of the membership (67%) and the Board will need to approve before moving forward on the Line of the Credit, this may take effect during a special or annual meeting with proper notice.

**Education Committee:** Mr. Bulkley invited Ms. Bunker, Social Committee Chair to attend the meeting as well. The Education meeting will be held October 7, 2020 at 6:30 p.m. via Zoom meeting for new and existing owners.

**Communications Committee:** Any articles for the November/December newsletter should be submitted by October 30, 2020.

**Old Business:** Rules Modification: A **motion (Cowan/Letson)** to adopt the new revisions as written for Rule 5 *Animals are not permitted on the tennis courts, in the pool or hot tub areas, or in the clubhouse, except for service dogs* and Rule 14 *There shall be no smoking or vaping (tobacco or marijuana) within the Clubhouse, deck, pool, hot tub, and tennis court areas. No glass containers are permitted in the pool or hot tub areas, on the deck or on the tennis courts* passed with no objections.

Mr. Kappus asked what is the limit of guests per unit at the pool? The pool rules state 4 guests per unit and the owner must be present. Mr. Letson suggested this number increases. Ms. Miller stated owners have extended the limit of guests and it is difficult to monitor until the following day or weekend.

**New Business:** Mr. DiBiase suggested the Board require a minimum of 2 bids for a major project or annual projects (trees and paint) to meet the needs of Stoney Brook and in writing with the Board changing every 3 years. The GM is required to receive Board approval of any bid in excess of \$5K. Mr Cowan said, while it is not a formal requirement, multiple bids are solicited whenever possible to confirm we have selected the best provider and price.

Mr. Weber recommended we contact the HOA attorney to receive a list of requirements for handling the annual meeting if it needs to be a virtual meeting.

**Adjournment:** At 8:18 p.m., there being no further business, a **motion (Letson/Klatskin)** to adjourn until Wednesday, October 28, 2020 passed unanimously.

Respectfully submitted,  
Angela Miller, Recording Secretary



**October 28, 2020**

Preliminary – Not Approved by the Board

**Directors Present:** Stan Trout, John Cowan, Uli Kappus, Craig Weber, Jack Kiner, Ron Branish, 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), Jerry Gordon & Laura Goff (Unit 323), John Vondras (Unit 436), Dolly Bunke (Unit 128), Debbie Wolach (Unit 370), Peter & Lucille Zwanzig (Unit 456), Audrey Held (Unit 4), Holli Benkelman (Unit 379), Paul & Kathryn Anderson (Unit 105), Larry Harper (Unit 340) and Mark Winski (Unit 428)

Call to Order: Mr. Trout called the meeting to order at 6:31 p.m. with a quorum established.

**Homeowners Comments:** Ms. Shanks asked Why aren't the cracks sealed on the street going up the hill towards Yosemite? The project is not completed due to weather. Mr. DiBiase inquired about the annual meeting. Mr. Trout will address the annual meeting options and policy as scheduled on the agenda. Mr. Harper thanked the Board for including the Clubhouse status on the agenda and hope they will consider reopening for events with proper restrictions.

**Approval of the Minutes:** Mr. Branish recommends revising the "Treasurer section" of the September 23, 2020 Meeting Minutes as follows in italics: *Mr. Cowan mentioned even though we have a commitment for a Line of Credit in place, the board is not allowed to move forward pending homeowners' approval.* A **motion (Cowan/Branish)** to approve the September 23, 2020 Meeting Minutes as amended passed with no opposition.

**President's Message:** Mr. Trout encourages homeowners to run for the board. Mr. Weber, Mr. Klatskin and Mr. Branish terms end. We have received Mr. Weber's application and expect Mr. Klatskin to run again. Mr. Trout mentioned the HOA should be aware and residents can voice their concerns regarding the I-25 project adding an exit at Union which could increase traffic on Union. Mr. Kappus mentioned the project has yet to be funded and if it gets funded it will be most likely in 10 years and to be monitored carefully due to high traffic from 1-25 to I-225. Mr. Letson asked if Union will be widened? Mr. Trout mentioned it would be widened at Union/I-25.

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

**ONGOING PROJECTS:**

- Leaf clean up
- Pond/Stream clean up (weather permits)
- Pruning in-house

**NEW PROJECTS:**

- Delayed due to leaves - Crack seal to start on main roads (excluding cul-de-sacs & Radcliff Circle)
- Redesign stream from Units 440-444 week -- prep is completed

**COMPLETED PROJECTS:**

- Sprinkler blowout
- Winter aeration & fertilizer
- Stream repair from Units 128-130
- Sewer Main lines clean out
- Pond pipes tested - results good
- Pool closed & winterized for season

**Updated - 2021 Painting Schedule**

**9 Cedar:** 112, 113, 114, 118, 119, 120, 125,126, 127

**6 Masonite:** 423, 424, 425, 449, 450, 451

**Touch-up Only Pending Inspection in Spring 2021**

134, 135, 136, 138, 139, 140, 141, 142, 143, 205, 206, 207, 378, 379, 420, 421, 422, 426, 427, 428, 441, 442, 443, 444, 445, 466, 467, 505, 506, 507

**Treasurer's Report:** Mr. Branish provided the September 2020 Financial reports. Mr. Branish reported several items were over budget without a budget established or timing of project for the month leaving a negative cash flow (\$25K). The YTD positive cash flow of \$30K. The balance sheet as of the end of September reflects consolidated reserve balances of \$285,536 of which \$62,877 is in bank checking or investments accounts, and another \$233,138 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.

**Finance Committee:** Mr. Cowan provided minutes from the October 21, 2020 meeting. Mr. Cowan also provided the proposed 2021 Budget and 5-year plan. Mr. Cowan thanked the Finance and LRP Committee for their time, much appreciated. The first two columns are 2020 Budget and the Estimated 12/31/20 year end results taking into consideration timing issues. We are still on target which has not been easy. Several expenses and unbudgeted items: HO Insurance and Water were big numbers to cover; additional Sewer line replacements, which were done earlier in the year. Mr. Lynch was able to cut some expenses to cover these. The Finance Committee recommends 2021 HOA dues be \$530 or \$40/month increase resulting in a cash flow of \$25K. The 5-Year plan plans

for a similar increase 2022-2025. Insurance increased this year by \$33K, this is \$10/month for each 282 owners. We are anticipating it will be a similar increase next year due to the fires, covid-19, etc. The Committee anticipates water and storm sewer to continue increasing and adjusted the 2022 – 2025 budgets accordingly.

**Ponds:** The Finance and LRP are addressing what to do and how to afford the problems associated with ponds working with liners that are 45 years old, which normally have a 25 year life span; The crew has been able to repair and maintain the outer edges of the ponds historically with reasonably inexpensive repairs of approximately \$10K. However, if any major breaks occur at the bottom of a pond then this entitles draining, cleaning, and re-lining. Five years ago, after much research a pond restoration was needed, and a polyurethane liner was installed with success. The Committees agreed to repair the 10 remaining ponds and have received a \$411K proposal + \$10K cleaning fee for 10 ponds. The plan was to spread it over for 20 years. Currently two ponds are in need for repair and losing water. The Committees recommend we move forward to repair them in 2021 at \$84K with an assessment of \$300/unit. This speeds up those repairs, lowers future needs and saves water.

**Painting:** The Committees are assessing the best way to maintain the integrity of the siding/trim of each unit and will revise the paint cycle to evaluate every 7 years and paint & trim every 8 years. The power washing only was not an effective solution.

**Asphalt repairs:** The streets' surface may look okay but the subgrade has been evaluated by professionals. About 30% are so bad they need to be replaced and the remainder may need just a milling overlay. We have an estimate from \$1.2M to \$1.5M. depending on the extent of the repair required. There is no recommendation for any repairs to take place in 2021 other than planning and getting firm one or both repair/replace scenarios to take place starting in 2023. Assessments are proposed to start in 2022. Discussions are ongoing of when to start and how much of an assessment is required.

A **motion (Weber/Branish)** to approve the distribution of the proposed 2021 Budget to the Homeowners passed with no opposition. Mr. Cowan will be sending the budget and 5-year plan to homeowners with Notice to Consider the Budget at the November and December meetings.

**Long Range Planning Committee:** Mr. Weber had nothing to report, since Mr. Cowan covered major points from his presentation.

**Architectural Review Committee:** Mr. Kiner mentioned the committee approved 6 requests and 3 are still pending. Mr. Kiner expressed gratitude for Debbie and the Grounds Committee for expediting the transplanting of plants from around ponds to other areas in the community.

**Safety Advisory Committee:** Mr. Kiner reported the police were contacted of the homeless sightings in the park area and they were removed. Mr. Kiner will be providing more anti-theft license plate screws soon, please contact him if interested.

**Insurance Committee:** Mr. Branish reported no outstanding claims. The current property policies are posted on the website

**Education Committee:** Mr. Bulkeley reported the Education meeting (via Zoom) was held on October 7, 2020 which was well attended with approximately 14 owners. The video of the meeting is posted on the website ([www.sbhoa.org](http://www.sbhoa.org)) if any new or existing owners want to view.

**Communications Committee:** Any articles for the November/December newsletter should be submitted by October 30, 2020.

#### **New Business:**

**Annual Meeting:** Mr. Trout mentioned the Annual Meeting will be on January 27, 2021. The office has yet to hear back from Denver Public Schools to reserve the Samuels Elementary Auditorium, therefore the meeting will be held via Zoom. A motion (Weber/Kiner) to authorize the \$400 fee for our HOA attorney to prepare a virtual meeting policy passed unanimously.

**Holiday Fund Letter:** Mr. Cowan will prepare the Holiday Fund letter and Ms. Shanks has volunteered to handle the funds to distribute to the crew.

**Clubhouse Status to reopen for events:** due to the rising Covid-19 cases and current regulations in place from the City of Denver the Board opposes opening the clubhouse for any events to take place.

**I-25 Belleview & Union exit proposals:** Mr. Klatskin and Mr. Kappus attended the October 7 meeting. Mr. Klatskin reported CDOT will be making a recommendation for either the Belleview interchange or the Union interchange along I-25 improvements at the same cost of \$105M each. Once a final approved list is available then that is when it is placed out for bids (approx. 5-10yrs). The consensus of owners and our District Councilwoman, Kendra Black, is not in favor of the Union/I-25 interchange.

**Adjournment:** At 8:01 p.m., there being no further business, a **motion (Kiner/Cowan)** to adjourn

until Wednesday, November 18, 2020 passed unanimously.

Respectfully submitted,  
Angela Miller, Recording Secretary

## **Stoney Brook HOA Current Financials**

### **Stoney Brook Homeowners' Association, Inc. Profit & Loss Budget vs. Actual January -September 2020**

|                                              | <u>Jan - Sept 2020</u> | <u>Budget</u>    | <u>\$ Over Budget</u> |
|----------------------------------------------|------------------------|------------------|-----------------------|
| Ordinary Income/Expense                      |                        |                  |                       |
| Income                                       |                        |                  |                       |
| Homeowner Dues                               | 1,243,620              | 1,243,620        | 0                     |
| Less Capital Reserve Allocation              | (33,003)               | (33,002)         | (1)                   |
| Chateau Fees                                 | 5,530                  | 4,770            | 760                   |
| Interest-Operating Funds                     | 6                      | 0                | 6                     |
| Transfer Fees                                | 2,250                  | 2,250            | 0                     |
| Late Fees                                    | 190                    | 675              | (485)                 |
| Misc. Income                                 | 13,991                 | 14,250           | (259)                 |
| Reserve Interest Income                      | 114                    | 675              | (561)                 |
| <b>Total Income</b>                          | <b>1,232,698</b>       | <b>1,233,238</b> | <b>(540)</b>          |
| Expense                                      |                        |                  |                       |
| Salary & Benefits                            | 481,271                | 477,973          | 3,299                 |
| Administrative Expenses                      | 21,507                 | 27,625           | (6,118)               |
| Maintenance Expenses                         | 67,131                 | 91,900           | (24,769)              |
| Pool/Clubhouse Expense                       | 16,148                 | 14,560           | 1,588                 |
| Utilities                                    | 240,128                | 238,090          | 2,038                 |
| Fixed Expenses                               | 177,777                | 176,100          | 1,677                 |
| <b>Total Expense</b>                         | <b>1,003,962</b>       | <b>1,026,248</b> | <b>(22,286)</b>       |
| Cash Flow From Operations                    | 228,736                | 206,990          | 21,746                |
| Reserve Infrastructure Expenses              |                        |                  |                       |
| Landscape                                    | 60,580                 | 68,000           | (7,420)               |
| Site Improvements                            | 59,660                 | 54,503           | 5,157                 |
| Exterior Painting                            | 35,478                 | 45,000           | (9,522)               |
| Operating Equipment                          | 7,023                  | 10,000           | (2,977)               |
| Allowance for Reserve Study                  | 8,693                  | 8,700            | (7)                   |
| Ponds & Streams                              | 26,654                 | 26,700           | (46)                  |
| <b>Total Reserve Infrastructure Expenses</b> | <b>198,088</b>         | <b>212,903</b>   | <b>(14,815)</b>       |
| <b>Year To Date Cash Flow</b>                | <b>30,649</b>          | <b>(5,913)</b>   | <b>36,561</b>         |

## **STONEY BROOK HOA NOTICE OF BOARD MEETINGS TO CONSIDER THE BUDGET**

Dates: November 18, 2020 and December 16, 2020

Times: 6:30 PM

Place: ZOOM

The Finance Committee has concluded its recommendation and has submitted a 2021 Budget and 5-Year Financial Plan to the Board for review and discussion at the November and December 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 2021 will be considered. Comments from homeowners about the 2021 budget will be welcomed at both the November and December Board meetings.

The 2021 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 29, 2021.

Attached you will find the Committee's 2021 budget recommendation. The Committee and Board are recommending a \$40 per month increase in dues for 2021. In addition, the Board is recommending a one-time \$300 assessment to replace the liner in two ponds that are leaking. There are several things driving these decisions:

### Insurance and other escalating cost increases

This has been a tough year for the insurance industry and those costs are being passed on. We expect that trend to continue next year. For the HOA the increase this year is 15%. That is \$33,000 or \$10/month for each of us. Storm Sewer and water increases combine for another \$23,000 or \$7/month each. Some other expenses have also been much larger, like sewer line replacements at \$9,000 more. Oliver cut back on other budgeted expenses this year to save money, so despite these increases still expect to meet our budget cash flow target for the year. It has not been easy.

### Reserves

Our new Capital Reserve with our ongoing \$13/month contribution is growing and will total \$44,000 at year end. The Operational Cash Flow reserve has had only marginal growth and is expected to be \$240,000 by year end. This is far short of our historical \$300,000 balance and the \$400,000 goal we set last year. This year's dues increase and subsequent years, projected at \$40/month, are anticipated to get us over \$400,000 by 2025.

Achieving higher Cash Flow reserves are important for us to prepay our annual insurance premium in August. We negotiated a standing \$100,000 line of credit with our bank at 1% over prime to help fund the insurance premium or for other emergencies. To draw on the line of credit, we need homeowner approval, which we will seek at the annual meeting by vote or proxy. This year we funded the premium out of cash flow, but that may not always be possible with these increases in the future. The line of credit is simply cheap insurance to bridge any short-term cash flow needs.

### Pond Repairs

We have 10 major ponds, all with liners that are well beyond their rated useful lives. Except for one pond, historically we have been able to accomplish repairs with small budgets and our maintenance staff. The Long-Range Committee has recommended we seek a more efficient and long-term solution by relining the ponds. Installing a polyurethane liner was completed 5 years ago on one pond and has proven effective. We have received bids for the remaining ponds and are budgeting their replacement over the next 20 years. However, we have two ponds that have significant damage and are leaking expensive water. The Finance Committee has recommended we replace

them early next year with the new liners. The combined cost is \$84,000, which we propose to be funded by a \$300 per homeowner one-time assessment.

### Road and Asphalt

As reported last year, an asphalt/road committee was formed to research and recommend long-term solutions to maintain our roads. The work is on-going, but we can report now, that there will be no financial impact in 2021. We do expect we will have a funding recommendation starting in 2022. We are in the process of getting bids to repair and replace in accordance with engineering recommendations. The estimated cost will be between \$1.2 and \$1.5 million depending on subgrade damage discoverable only after we start construction. The work, completed in 2 or more phases, will start in 2023 although it could be later.

### Court 3

After considerable research and work by Larry Harper and the Court 3 committee, we have decided to put off work on restoring court 3 for any use until 2025. The committee believes the uncertainty of impending road and pond assessments make this a low priority for homeowner funding. We are installing permanent pickle ball nets on court #1 next year to facilitate play on that court and accommodate the growing interest in the sport.

Anyone having questions or wanting more detail than found in these budget numbers is welcome to see them during office hours in the office. Also, feel free to direct any questions to me:  
john@crosshair.net.

A special thanks to the active participants on the Finance, Long Range and Asphalt committees who contributed substantial time and expertise planning our future and creating the 2021 budget. They are Ginny Schneider, Hal Spritzer, Jack Kiner, Katrina Shanks, Stan Trout, Craig Weber (Chair LRP), Bob Bulkley, Ron Branish, Bill Letson, Larry Harper, Hal Fireman and Mark Winski (Chair Asphalt)

Homeowners are welcome to address the Board with their questions or concerns at the November 18th or December 16th Board meetings.

John Cowan, Chairman of the Finance Committee  
Ron Branish, Treasurer

# STONEY BROOK HOA

## PROPOSED BUDGET FOR 2021 & FIVE YEAR PLAN

### Actual through September - \$40 Board Meeting 10/28 Review

| 11/2/2020                                    |                         |                            | 1                       | 2                     | 3                     | 4                     | 5                     |
|----------------------------------------------|-------------------------|----------------------------|-------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Monthly Dues                                 | \$490<br>BUDGET<br>2020 | \$490<br>ESTIMATED<br>2020 | \$530<br>BUDGET<br>2021 | \$570<br>\$40<br>2022 | \$610<br>\$40<br>2023 | \$650<br>\$40<br>2024 | \$690<br>\$40<br>2025 |
| <b>Income</b>                                |                         |                            |                         |                       |                       |                       |                       |
| Homeowner Dues                               | \$ 1,658,160            | \$ 1,658,160               | \$ 1,793,520            | \$ 1,928,880          | \$ 2,064,240          | \$ 2,199,600          | \$ 2,334,960          |
| Less Capital Reserve Fund Allocation         | \$ (44,000)             | \$ (44,000)                | \$ (44,000)             | \$ (44,000)           | \$ (44,000)           | \$ (64,000)           | \$ (64,000)           |
| Chateau Fees                                 | \$ 6,360                | \$ 7,120                   | \$ 6,551                | \$ 6,748              | \$ 6,950              | \$ 7,158              | \$ 7,373              |
| Chateau Assessment                           | \$ -                    | \$ -                       | \$ -                    | \$ 4,500              | \$ -                  | \$ -                  | \$ -                  |
| Interest-Operating Funds                     | \$ 3,000                | \$ 6                       | \$ -                    | \$ -                  | \$ -                  | \$ -                  | \$ -                  |
| Transfer Fees                                | \$ -                    | \$ 3,000                   | \$ 3,000                | \$ 3,000              | \$ 3,000              | \$ 3,000              | \$ 3,000              |
| Late Fees                                    | \$ 900                  | \$ 415                     | \$ 900                  | \$ 900                | \$ 900                | \$ 900                | \$ 900                |
| SPA Assessment Proceeds                      | \$ -                    | \$ -                       | \$ -                    | \$ -                  | \$ -                  | \$ -                  | \$ -                  |
| Misc. Income - Comcast                       | \$ 19,000               | \$ 18,741                  | \$ 19,000               | \$ 19,000             | \$ 19,000             | \$ 19,000             | \$ 19,000             |
| Reserve Income-Ins. Proceeds                 | \$ -                    | \$ -                       | \$ -                    | \$ -                  | \$ -                  | \$ -                  | \$ -                  |
| Reserve Interest Income Net of Expense       | \$ 900                  | \$ 339                     | \$ 900                  | \$ 900                | \$ 900                | \$ 900                | \$ 900                |
| <b>Total Income</b>                          | <b>\$ 1,644,320</b>     | <b>\$ 1,643,781</b>        | <b>\$ 1,779,871</b>     | <b>\$ 1,919,928</b>   | <b>\$ 2,050,990</b>   | <b>\$ 2,166,558</b>   | <b>\$ 2,302,133</b>   |
| <b>Operating Expenses</b>                    |                         |                            |                         |                       |                       |                       |                       |
| Total Salary & Benefits                      | \$ 659,112              | \$ 676,411                 | \$ 694,447              | \$ 718,625            | \$ 743,654            | \$ 769,702            | \$ 796,820            |
| Total Administrative Expenses                | \$ 37,100               | \$ 28,932                  | \$ 37,300               | \$ 38,419             | \$ 39,572             | \$ 40,759             | \$ 41,981             |
| Total Maintenance Expenses                   | \$ 122,220              | \$ 98,831                  | \$ 125,200              | \$ 128,956            | \$ 132,825            | \$ 136,809            | \$ 140,914            |
| Total Pool/Clubhouse Expense                 | \$ 17,700               | \$ 22,684                  | \$ 18,800               | \$ 19,364             | \$ 19,945             | \$ 20,543             | \$ 21,160             |
| Total Utilities                              | \$ 323,600              | \$ 325,638                 | \$ 341,100              | \$ 363,583            | \$ 387,838            | \$ 414,020            | \$ 442,299            |
| Insurance Expenses                           | \$ 239,300              | \$ 243,534                 | \$ 278,900              | \$ 309,531            | \$ 343,530            | \$ 381,267            | \$ 423,154            |
| Income Taxes                                 | \$ -                    | \$ -                       | \$ -                    | \$ -                  | \$ -                  | \$ -                  | \$ -                  |
| <b>Total Operating Expenses</b>              | <b>\$ 1,399,032</b>     | <b>\$ 1,396,030</b>        | <b>\$ 1,495,747</b>     | <b>\$ 1,578,478</b>   | <b>\$ 1,667,363</b>   | <b>\$ 1,763,101</b>   | <b>\$ 1,866,328</b>   |
| Cash Flow Before Infrastructure and Reserve  | \$ 245,288              | \$ 247,752                 | \$ 284,124              | \$ 341,449            | \$ 383,627            | \$ 403,458            | \$ 435,805            |
| <b>Infrastructure Repairs and Expenses</b>   |                         |                            |                         |                       |                       |                       |                       |
| Xeriscape & Irr Systems move to Maint        | \$ 8,000                | \$ 9,235                   | \$ -                    | \$ -                  | \$ -                  | \$ -                  | \$ -                  |
| Master Replanting - Some Union Fencing       | \$ 15,000               | \$ -                       | \$ 15,000               | \$ 15,000             | \$ 15,000             | \$ 15,000             | \$ 15,000             |
| Tree Maintenance                             | \$ 60,000               | \$ 60,000                  | \$ 63,000               | \$ 63,000             | \$ 63,000             | \$ 63,000             | \$ 63,000             |
| Street Repairs - Crackseal & Patch           | \$ 20,000               | \$ 23,400                  | \$ 10,000               | \$ -                  | \$ -                  | \$ -                  | \$ -                  |
| Resurface Paths                              | \$ -                    | \$ -                       | \$ -                    | \$ -                  | \$ -                  | \$ 7,500              | \$ -                  |
| Concrete                                     | \$ 14,500               | \$ 15,300                  | \$ 10,000               | \$ 15,000             | \$ 15,000             | \$ 15,000             | \$ -                  |
| Sewers, Walls, Fence, Light, Signs           | \$ 25,000               | \$ 33,957                  | \$ 30,000               | \$ 25,000             | \$ 50,000             | \$ 35,000             | \$ 35,000             |
| Painting                                     | \$ 45,000               | \$ 45,478                  | \$ 80,000               | \$ 64,700             | \$ 141,400            | \$ 82,800             | \$ 173,200            |
| Chouse Floors, Pool Furniture, Cover PB Nets | \$ -                    | \$ -                       | \$ 19,000               | \$ 20,000             | \$ 10,000             | \$ -                  | \$ -                  |
| Exercise Room Equipment                      | \$ -                    | \$ -                       | \$ -                    | \$ -                  | \$ 6,000              | \$ -                  | \$ -                  |
| Carts and Mower Replacement                  | \$ 10,000               | \$ 7,023                   | \$ -                    | \$ 6,000              | \$ -                  | \$ -                  | \$ 6,000              |
| Reserve Study & Asphalt Engineers (2020-21)  | \$ 8,700                | \$ 11,693                  | \$ 5,000                | \$ -                  | \$ -                  | \$ -                  | \$ -                  |
| Pond cleaning, maintenance & pumps           | \$ 28,000               | \$ 30,454                  | \$ 27,000               | \$ 77,000             | \$ 17,000             | \$ 87,000             | \$ 32,000             |
| Contingency for Painting, Paths and Ponds    | \$ -                    | \$ -                       | \$ -                    | \$ -                  | \$ 34,000             | \$ 33,000             | \$ 33,000             |
| <b>Total Infrastructure Expenses</b>         | <b>\$ 234,200</b>       | <b>\$ 236,541</b>          | <b>\$ 259,000</b>       | <b>\$ 285,700</b>     | <b>\$ 351,400</b>     | <b>\$ 338,300</b>     | <b>\$ 357,200</b>     |
| <b>Cash Flow Increase or (Decrease)</b>      | <b>\$ 11,088</b>        | <b>\$ 11,211</b>           | <b>\$ 25,124</b>        | <b>\$ 55,749</b>      | <b>\$ 32,227</b>      | <b>\$ 65,158</b>      | <b>\$ 78,605</b>      |
| <b>OPERATING RESERVE BAL Start of Year</b>   | <b>\$ 221,185</b>       | <b>\$ 221,185</b>          | <b>\$ 232,273</b>       | <b>\$ 257,397</b>     | <b>\$ 313,146</b>     | <b>\$ 345,373</b>     | <b>\$ 410,531</b>     |
| <b>OPERATING RESERVE BAL End of Year</b>     | <b>\$ 232,273</b>       | <b>\$ 232,396</b>          | <b>\$ 257,397</b>       | <b>\$ 313,146</b>     | <b>\$ 345,373</b>     | <b>\$ 410,531</b>     | <b>\$ 489,136</b>     |
| <b>5-Year Cumulative Cash flow</b>           |                         |                            |                         |                       |                       |                       | <b>\$ 256,863</b>     |

| CAPITAL RESERVE FUND ESTABLISHED JANUARY 2020              |                   | 2021              | 2022                | 2023                | 2024                | 2025              |
|------------------------------------------------------------|-------------------|-------------------|---------------------|---------------------|---------------------|-------------------|
| Dues Allocation to Reserve \$11,000/Quarter (\$13*12*282)  |                   | \$ 44,000         | \$ 44,000           | \$ 44,000           | \$ 64,000           | \$ 64,000         |
| Assessment for Asphalt Street Repairs                      |                   |                   | \$ 879,840          | \$ 642,960          | \$ -                |                   |
| Assessment for Pond Liner Replacement \$300/Unit           |                   | \$ 84,600         |                     |                     |                     |                   |
| Assessment for Court 3                                     |                   |                   |                     |                     |                     | \$ 150,000        |
| Interest on capital reserve Funds                          |                   | \$ -              | \$ -                | \$ -                | \$ -                | \$ -              |
| Funding this Year (EXCLUDING \$50k from Operating Reserve) |                   | \$ 128,600        | \$ 923,840          | \$ 686,960          | \$ 64,000           | \$ 214,000        |
| Planned Expenses                                           |                   |                   |                     |                     |                     |                   |
| Court Three Rebuild paid by Assessment                     |                   |                   |                     |                     |                     | \$ 150,000        |
| Asphalt Resurface and Repair                               |                   |                   |                     | \$ 871,911          | \$ 650,122          | \$ -              |
| Replace Pond Liners and Clean two Ponds                    |                   | \$ 84,600         |                     |                     |                     |                   |
| Truck Replacements 2022 and 2024                           |                   | \$ -              | \$ 40,000           | \$ -                | \$ 50,000           | \$ -              |
| <b>Total Capital Reserve Expenses</b>                      |                   | <b>\$ 84,600</b>  | <b>\$ 40,000</b>    | <b>\$ 871,911</b>   | <b>\$ 700,122</b>   | <b>\$ 150,000</b> |
| <b>Capital Reserve Cash Flow Increase or (Decrease)</b>    |                   | <b>\$ 44,000</b>  | <b>\$ 883,840</b>   | <b>\$ (184,951)</b> | <b>\$ (636,122)</b> | <b>\$ 64,000</b>  |
| <b>CAPITAL RESERVE BALANCE Beginning of Year</b>           |                   | <b>\$ 44,000</b>  | <b>\$ 88,000</b>    | <b>\$ 971,840</b>   | <b>\$ 786,889</b>   | <b>\$ 150,767</b> |
| <b>CAPITAL RESERVE BALANCE End of Year</b>                 | <b>\$ 44,000</b>  | <b>\$ 88,000</b>  | <b>\$ 971,840</b>   | <b>\$ 786,889</b>   | <b>\$ 150,767</b>   | <b>\$ 214,767</b> |
| <b>5-Year Cumulative Cash flow</b>                         |                   |                   |                     |                     |                     | <b>\$ 170,767</b> |
| <b>Consolidated Reserves at End of Year</b>                | <b>\$ 276,396</b> | <b>\$ 345,397</b> | <b>\$ 1,284,986</b> | <b>\$ 1,132,262</b> | <b>\$ 561,298</b>   | <b>\$ 703,903</b> |
| <b>5-Year Cumulative Cash flow</b>                         |                   |                   |                     |                     |                     | <b>\$ 427,630</b> |



## 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](http://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.

Stoney Brook HOA  
[www.sbhoa.org](http://www.sbhoa.org)

Visit our website