

**Stoney Brook Homeowners Association**  
**Minutes of the Meeting of the Board of Directors**  
**November 18, 2020**

Approved by the Board - December 16, 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:** Barbara Nash (Unit 443), Carla Winkler (Unit 512), Jolaine Murrell (Unit 441), Trina Shanks (Unit 311), Vincent DiBiase (Unit 380), Jerry Gordon & Laura Goff (Unit 323), Debbie Wolach (Unit 370), Lucille Zwanzig (Unit 456), Christine Walker (Unit 344) and Mark Winski (Unit 428)

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

**Homeowners Comments:** Ms. Nash expressed concern of a perfectly healthy ponderosa pine tree was removed in the common area and approved by ARC and Mr. Lynch from a request by an owner at their expense without notifying the surrounding neighbors of their opinion or approval. Ms. Nash referenced Rule #10. Ms. Nash is requesting a replacement tree be planted in the same area of the removal, investigate why the rules and regulations of the HOA were not followed and why owners are allowed to disregard the rules. Ms. Winkler also questioned why this tree in the greenbelt area where approximately 11 owners enjoyed for the past 25-30 years was permitted to be removed for no reason from the decision from one ARC member and an owner, what was the rationale for that decision? Ms. Winkler requests the policy be changed where owners have input, neighbors' participation of what kind of tree should be planted in this area and questioning the person who was responsible making the decision to have this tree removed. Mr. Kiner responded this removal was approved in June from Mr. Lynch and the Committees, the rules and procedure were followed precisely. Mr. Weber was unaware this tree was targeted for removal by an arborist. Mr. Trout mentioned that it appears the discussion this evening is for any tree removal should include neighbors' comments as the same for any exterior changes for a unit. Ms. Murrell expressed some committee members knew nothing about this removal and questioned if they were involved and it is upsetting that only 2 people made this decision. Mr. Kiner responded committee members are sent the information. Ms. Walker questioned the process and moving forward to be clear who gets to make the decision i.e. are the neighbors notified and is not comfortable of just Mr. Lynch making the final decision. Mr. Kiner replied Mr. Lynch has final approval in common area. Mr. Cowan commented the process should be consistent for tree removal, if needed. Mr. Weber requested in the event of a revised policy a replacement tree should be in the plans. Ms. Winkler made a comment on the length of time a dumpster is allowed during a remodel. In addition, Ms. Winkler proposes the stream which is under construction in this same area be made safe for the winter. Mr. Cowan mentioned this stream is closed for the winter and will be repaired when the temperature is right and when the staff has time available. Mr. DiBiase noticed several lamp posts are black than the traditional brass. Mr. Kiner mentioned the lamp posts are in the process of being changed to black.

**Approval of the Minutes:** A motion (**Kappus/Weber**) to approve the October 28, 2020 Meeting Minutes passed with no opposition.

**President's Message:** Mr. Trout advises owners to review the 2021 Budget that was presented for discussion at the November and December meetings. Mr. Trout reported Covid-19 is still on the

rise and there were two owners in the community and one staff member tested positive, currently no cases in the community.

**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 – ON HOLD:

- 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

**Treasurer's Report:** Mr. Branish provided the October 2020 Financial reports. Mr. Branish had Zoom meeting audio issues, therefore Mr. Cowan reported Grounds & Maintenance account under budget (\$33K) which Oliver cut so those funds could be put towards another expenses, The increase in Water consumption due to dry season and losing water in ponds/streams with a result of \$11K over budget The YTD positive cash flow of \$24K. Mr. Letson would like to see the Casualty Insurance as a line item. Mr. Cowan noted the HO Insurance line item includes all the policies including Casualty Insurance The balance sheet as of the end of October reflects consolidated reserve balances of \$282,668 of which \$73,681 is in bank checking or investments accounts, and another \$211,238 is in prepaid insurance, which will result in increased cash flow over the next 9 months as a result of being a non-cash item in the Profit and Loss Statement.

**Finance Committee:** Mr. Cowan provided a Year End (YE) forecast notice and report to the Board. Mr. Cowan anticipates the YE cash flow at \$18K this is \$7K more than budgeted. This includes an allowance built in that gives us a cushion in case of tree damage or sewer lateral replacement. The Consolidated YE Reserves is estimated at \$283K.

**Safety Advisory Committee:** Mr. Kiner reported car theft has increased in the surrounding area. Mr. Kiner advised to park vehicle(s) in the garage and don't leave valuable items visible if parked in the driveway or parking pads. Mr. Winski's group verifies if garage lights are working properly and reports to the office if bulbs are in need to be replaced or owner needs to repair their sensor.

**Architectural Review Committee:** Mr. Kiner mentioned the committee approved one request, a new garage door. Mr. Kiner reported the Grounds Committee wishes to work collaboratively with the Property Manager, homeowners, and grounds crew to create and maintain a healthy, beautiful landscape for the Stoney Brook Community. In order to do so, we request the following support from the Board:

1. The guarantee of 16 hours of crew labor per month annually from March 1 – October 31 to work on small-scale, low-cost landscape projects and tasks.  
We recently removed overgrown shrubs from the bunkers surrounding the pond on the south side of the property bordering the greenspace. These bunkers were prepared and replanted with perennials and grasses divided and moved from other areas. We hope to identify and address similar projects in the future.
2. Advocacy for our efforts to ensure that CSU Extension guidelines for site preparation, planting, and watering are followed for all new trees and shrubs installed on the property. Unfortunately, several shrubs planted along the pool area fence line last spring have already died because this did not happen.

Beginning with the December 2020 Board Meeting, the Grounds Committee (GC) will submit monthly plans for other small landscape projects we hope to facilitate, together with an estimate of the labor and materials required.

Before the January 2021 Board meeting, GC will provide the Board with a prioritized list of larger scale renovations and improvements to be completed over the next several years.

The Board agreed for Mr. Lynch to arrange the maintenance staff on a monthly basis to assist the Grounds Committee.

**Insurance Committee:** One insurance claim is pending upon investigation from our carrier.

**Communications Committee:** Any articles for the January/February newsletter should be submitted by December 18, 2020.

**Old Business:** Mr. Trout wrote a letter to send to our District Councilwoman, Kendra Black regarding the I-25 Belleview & Union exit project challenging the traffic numbers and encouraging them to do a better job of modeling this information for the Board to review. Mr. Cowan mentioned the environmental impact this could create if this project proceeds. Mr. Letson added the safety issues that may occur as well.

**New Business:**

*Annual Meeting:* Mr. Trout has signed the documents for our HOA attorney to prepare a virtual meeting policy, this should be ready by our December meeting. Mr. Trout suggested to include on the ballot:

- Waive of Reading the Annual Meeting Minutes
- Approval of Line of Credit

Mr. Klatskin will provide a Resolution of a Line of Credit for the Board to review.

*Holiday Fund Letter:* Mr. Bulkley suggested sending an email reminder to owners December 1, 2020.

**Adjournment:** At 7:40 p.m., there being no further business, a **motion (Cowan/Kappus)** to adjourn until Wednesday, December 16, 2020 passed unanimously.

Respectfully submitted,  
Angela Miller, Recording Secretary