

Board of Directors
May 23, 2022
4:30 p.m. at Stone Brooke
Clubhouse

***Masks are welcomed but not required.*

Call to Order - Determination of quorum- confirmed

Agenda - Moved, seconded, and approved

Board Members Present: Jeff Borgmeyer, Jim Billings, Aaron Keller, Cheryl Martin, Doyle Kepley, Devan Iddings, Kathy Rathe, Marlene Johnson, and Fred Johnson

Stone Brooke Residents Present: Sharon Axland, Kathy Glatz, David Martin, Ron White, Jan and Bill Andersen, and Judy and Denis McGee

Old Business

Reserve Study - Aaron Keller

- *Phone call with Ross Hardy, Criterium-Hardy Engineers*

At the request of the Stone Brooke Board of Directors, a 20-year Reserve Study for both the Common Area and the Townhouse Units of Stone Brooke has been conducted by Criterium-Hardy Engineers. Studies of this nature are important to ensure that a community will have sufficient funds for long-term, periodic reserve expenditure requirements. Such expenditures would include walking path resurfacing/replacement, bridge replacement and pool mechanical systems replacement as just a few common area examples. Long-term reserve expenditures, the funding plan and ensuring adequate Reserve Fund balances are the focus of this Reserve Study. Studies of this nature are important to ensure that our community will have sufficient funds for long-term, periodic reserve expenditure requirements. This helps preserve the value of our community and the units within it. The draft results were reviewed by the Board at its May 23 meeting. The teleconference with Ross offered an opportunity for Board members as well as guests to ask questions concerning the draft reserve study.

Opportunity to ask questions concerning Reserve Study

An hour-long discussion ensued including such topics as inflation rate, funding options details, specifics related to common area site amenities, timing of repairs/replacement, estimates on cost, etc. Alternative #1 would require a \$30/month increase from 192 households over the next 20 years (the scope of the study) and

Alternative #2 would require an initial \$16/month increase with that amount increasing by 3% each year along with a special assessment in five years in an amount of \$958 each from 192 households. According to the projections of the study, both options would provide for a positive reserve balance.

There was discussion concerning how inflation would impact the planning while keeping in mind that the operating budgets for both townhomes and common areas would be reviewed each year and adjustments to dues would be made according to our Covenants in order to meet operating expenses.

Reserves are not taxable (#1128 tax form) as a retained funding. It was noted that the paths would be repaired with a 1-2inch overlay on top of the current paths in this scenario. Ron White asked if it would be better to ask for a little above the stated \$30 monthly increase for the common areas funding. (for example \$35). Note that the current Common areas dues are \$44.18 monthly for each household in Stone Brooke.

- *Recommendations from the Reserve Committee*

The ad hoc Reserve Analysis Committee is recommending Alternative #1 (above).

The board will receive a final Analysis Report and vote on a proposed funding strategy at the June board meeting. The committee anticipates scheduling a special educational meeting(s) in July and/or August for community members, followed by a special membership meeting to vote on the necessary dues increase. Any funding for the Reserve would be effective January 1, 2023 as well as any changes to dues required to cover operating expenses.

It was suggested by Jim Billings that no fundraising for the Gazebo take place before the special membership meeting concerning the funding of the reserve is scheduled. It was moved, seconded, and passed.

Summary of April 25, 2021 Board Meeting Minutes – Cheryl Martin

*The Board Orientation Meeting Minutes were corrected and approved by May 19, 2022 and then posted.

*The Board Minutes were corrected and approved by May 20, 2022 and then posted.

*The Directors were asked to copy the SBHOA Board of Directors page from their email for their Board Binder.

Outcomes from Annual Meeting – Cheryl Martin

- Election of Directors: Aaron Keller - 2nd term, Devan Iddings - 1st term, Kathy Rathe - 1st term
- Election of Officers: President - Jeff Borgmeyer, VP - Jim Billings, Treasurer - Aaron Keller, Secretary - Cheryl Martin
- Assignment of Committee Liaisons
Architectural Control & Grounds Committees - Marlene Johnson,
Building Maintenance - Jim Twedt (Doyle Kepley),
Clubhouse/Pool - Devon Iddings, Hospitality - Kathy Rathe,
Welcome & Insurance - Jim Billings, Investment - Fred Johnson.

Treasurer's Report – Aaron Keller

The income in the month of April was \$37,541.41 with total expenses of \$29,384.05. January - April 2022 total income is \$61,161 with total expenses of \$80,609. Moved by Jim B, seconded by Fred Johnson, and approved.

Committee Reports from Liaisons

Building Maintenance: Doyle Kepley (filling in for Jim Twedt while on medical leave)

*Sharon mentioned that if residents would add the utility line insurance to their homeowners insurance, it would save the Association money on the replacement of the utility line to the townhouses.

*See Chad Marty's report.

Grounds: Jeff Borgmeyer

*As part of the 2022 Tree and Shrub Planting Plan six trees were planted on May 4 by Grounds members and those from Iowa Native Trees/Shrubs.

*The East Wetlands is where two trees were planted and honeysuckle was removed and treated to prevent regrowth.

*Using the free donated red-stemmed dogwood and buttonbush seedlings from the city, the committee will continue to plant along the creek.

*Cracks and bulging areas along the paths have been identified and marked by Chad Marty and Andrea. Currently the Committee is waiting for an estimated bid from the contractor.

*During the week of May 23, prairie specialists from Iowa Native Trees and Shrubs will be executing a controlled burn of the Prairie Overlook.

*Again Hawcott will be using the mulch from the northwest brush pile to trees and beds in the northwest part of our property. There

will be a service day to help spread the mulch into place.

*The Grounds Survey has been sent via email to each household. Please share your opinion and return it as soon as you can.

*Next Grounds Meeting is Wednesday, June 15 at 1 p.m.

Clubhouse and Pool: Devan Iddings

*The pool has been sandblasted, painted, and caulked. It is now filled with water. We are waiting for WCI to start the pumps and start-up procedures. Then the water will be cleaned. The hope is still to open by Memorial Day!

*Dave Martin clarified the previous month's decision to deny requests for Clubhouse use that would extend beyond the confines of the building and pool area. This would not include Stone Brooke functions.

Hospitality: Kathleen Rathe

*Past Events: The Annual Meeting Ice Cream Social used 80 name tags and all 100 cups of ice cream were sold. This was a huge success! The Overflow Thrift Store's Truck took donations from fifty-four residents and filled the truck. Six residents helped load the truck.

*Upcoming Events: Memorial Day Celebration at the Clubhouse parking lot/lawn. Hawaiian Luau Party at the Clubhouse, parking lot/lawn, and pool will be held June 23, 5:30-9pm. Tickets are \$16.75.

Architectural Control: Marlene Johnson

*Unit #4218 Stone Brooke Road is requesting permission to build a wheelchair accessible entry in the home through the front door. The deck and ramp will be made out of wood similar to the deck off the back. The railing will also be of wood to match. The proposal has been reviewed and approved by the committee. Dean McCormick asks the board to approve this request. A motion to approve was made and seconded. Motion carried.

Investment: Fred Johnson

As of April 30 the Brokerage Account value was \$113,844.15.

Insurance: Jim Billings

No report

Welcome: Jim Billings

No report

Comments from Property Service Agency: Chad Marty

- Maintenance schedules (gutter, paint, roofing)
Painting schedule is a full-paint every 12 years and a touch-up paint white trim every 6 years.

- Fletcher Court Update

Chad will periodically check with Dave Stenberg on the schedule of

the project.

*PSA contract

Chad will give a rough draft to the Ad Hoc committee. Building Maintenance has decided that they need Chad six meetings a year. Board Meetings most months.

*Mailbox Care - there is a request to follow-up with residents who are out of compliance with mailbox policy.

*Devan expressed concern over non-mowing of South Bend Pine Path's shoulder.

*The annual inspections are now completed.

*When the work orders have been issued, phase I emails will go out to homeowners for those most urgent repairs from spring inspections.

*Waiting for bids from TMJ for gutters and downspouts to determine the number to be completed.

*Since paint quotes are coming in higher than expected, Chad is reaching out to other painters.

*Four roofs are scheduled for re-roofing in June at this time and the owners will be contacted.

Comments from audience

John Wilson asked preferences about tree signs and was then guided to the Grounds Committee's advice to make them smaller.

Comments from the Board

Jim Billings will work with Kathy Gatz and anyone else to join an Ad Hoc Committee to make a comprehensive proposal addressing concerns with answers to the Gazebo project. It was moved, seconded, and approved to create the Gazebo Ad Hoc Committee.

Adjourn

Jim B moved to adjourn, seconded by Doyle, approved at 6:25 p.m.

Next scheduled BOD Meeting June 27, 2022 4:30 p.m.

Respectfully submitted by Cheryl Martin, Board Secretary