

**Stonebridge Townhomes at Deercreek Village Homeowners' Association**

**Board Meeting Minutes - Approved**

**Date: Thursday, June 29, 2023 @ 1:00 pm**

**Location: Cedaredge Golf Course & Zoom**

- I. Call to order – The meeting was called to order at 1:01 pm by Matt Evans
- a) Board Members Present: Matt Evans - President & Peter Doerfler – Vice President
  - b) Committee Members Present: Non present at this time
  - c) Homeowners Present: John Canale – 1615 SE Village, James Broddrick - 1234 SE Stonebridge, Kent & Anna Chavet – 1295 SE Stonebridge, Darold Sloan – 1635 SE Village, Barbara Klein – 460 SE Old Goat Trail, Jennifer Larson – 1235 SE Stonebridge, Francine Starkey – 1650 SE Village, Regina Mebes – 425 SE Jay, Kandee Stephens – 420 SE Old Goat Trail, Kurt & Elisabeth Wigger – Lots 13 - 21, Ken Porter – 1285 Stonebridge, Jennifer Evans – 1645 SE Village, Craig Chavet- 1295 SE Stonebridge, Galen & Patricia Hamilton – 1325 SE. Stonebridge
  - d) Guests: Nick & Cindy Streza (Previous Developer) on behalf of Kurt & Elisabeth Wigger
  - e) Management Company: Tina McFarlin & Barbara Fauscette (via Zoom)
- II. Homeowner Forum: James Broddrick made a comment about the annual meeting and the covenants, he feels that the current board has violated 3 approvals since January. One being the 3 ft property boundary with split rail fencing in between 440 & 450 Old Goat Trail there is a split rail fence, that was installed. Matt Evans commented that it was brought to the board, and approved by the board as it was installed at the owner's expense. The owner is responsible for all of the maintenance and the removal of the fence when he sells the unit. The second item is that the dues not being raised, he feels that this was overruled by the current board. Matt Evans commented that the dues were not raised due to the vacant lot issues. John Canale brought up the letter for his fence denial and wanted to know why it was denied, the Management Company explained that the Master Association does not allow fences on common element property. John has decided not to have anyone look at the design of the fence since there is no design review committee and decided not to pursue the fence approval. There are some split rail fences that have been grandfathered in. The Master Association does not want to be involved in governance of the sub – association. Barbara Klein wanted to know if residents have to abide by the Master Association Declaration, it was explained by the Management Company that all owners have to abide by both sets of governing documents. Kent Chavet – has 2 vacant lots and discussed the invoicing for the lots and does not feel that assessing a vacant lot is fair. He has met with Matt and Pete regarding the vacant lots and also discussed this with the Management Company. There is a statement in the Declaration under section 4.05 of vacant lots. Mr. Chavet stated he maintains the vacant lots and has never paid any dues for the vacant lots until the new management company took over, he feels they should be pro-rata shares 1/46%, he would be agreement to pay. Kurt Wigger also stated he has not paid for any of his vacant lots and agrees he should pay 1/46% for the vacant lots he owns. Jennifer Evans wanted full understanding from those that own vacant lots, why they should pay or not pay for any association dues. The Board will be reviewing the Declaration to amend it with wording on vacant and non-vacant lots. Nick Streza (Previous Developer) built the development and explained the history of the development, as he was the Board of Directors CCIOA states what should happen in the Association then the Declaration. What is fair and what is not fair depends on the law. They have been paying dues to the Master Association but not the Sub-Association. Mr. Wiggers is willing to pay something

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for each vacant lot but not entire amount of dues. Tracy from the Master Association stated that there is an amount in the Master Association, which is  $\frac{1}{4}$  of the dues, but the sub-association is conflicting. This was tabled for further discussion and will be presented once a revised preliminary budget can be presented to the Association.

- III. Actions taken outside of the Board:
  - a) Approval of January – May 2023 Financials
- IV. Ratifications: Pete Doerfler made a motion to ratify the January – May 2023 Financials, Matt Evans seconded the motion, the motion carried and passed unanimously.
- V. Financials: Jennifer Larson had a question on the P & L – budget vs Actual line item 66900 · Reconciliation Discrepancies – this was a balance adjustment for taxes by the CPA, Jennifer Evans wanted to know if this was the correct code, it needs to go to a correct account, it is a GL entry - this will be moved to the GL code of Landscaping. James Broddrick had a question for weed control on budget item 1658 regarding weed control. The Management Company transferred the numbers over from the approved 2023 budget that was provided to them by James Broddrick since he was the treasurer before the Management Company took over the Association in February. The management company will work with the Board to put a revised preliminary budget together and present it to the Association by the end of July. Kent Chavet had a question on the Balance Sheet and wanted to know what code 8000 was. These are unpaid dues. Barbara Klein had questions on her account and wanted to know where to send the statements. The Management Company went over this again with Barbara Klein
- VI. Minutes: The Master Association Minutes from June 21, 2023, should be distributed soon, but nothing for the sub-Association as there have not been any meetings held since the Annual Meeting in January.
- VII. Managers' Report: Tina McFarlin provided the management report and discussed the resales, ARC Report, Compliance Report, and the pending Insurance Claim.
- VIII. Old Business:
  - a) Master Association Board Meeting held June 21, 2023
    - 1. Entrance Sign – The Master Association has decided not to be responsible for the sign, the electricity or any part of this area that is owned by the City. The Sub-Association, Stonebridge Townhomes, as decided to follow suite. There is no maintenance on this sign, the property is going back to the city.
    - 2. Solar Lights at the entrance – James Broddrick switched these out for \$350.52 and will be reimbursed by the Association.
  - b) Insurance check \$11,250.65 designated for the roof in the reserve account back from 2022 this is for any capital improvement ONLY FOR ROOFS.
- IX. New Business:
  - a) Insurance Claim - Tina McFarlin explained the process of the insurance claim that included the roofs, gutters, down spouts, stucco, fascia, etc. Loss Assessment insurance

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coverage was encouraged and recommended. Per the insurance company photos of the inspection need to be submitted, the Management Company has reached out to the two companies that submitted proposals and has requested them.

- b) Policy Update – The management company has updated the policies and will mail them out via USPS once the board approves them. The cost for the policies was \$700.00.
- c) Declaration & Bylaw Amendment - A committee needs to be formed to review the CC&Rs for changes. 67% of owners need to approve any and all changes.
- d) Loss Assessment – The Management Company explained the benefits of having a loss assessment with their current insurance company.
- e) Trees – over 20 trees have been removed, there is no policy on tree replacement, and it does not state anything in the Declaration. Does the association feel there needs to be tree replacement or to have the tree stumps ground down. The Association will rent a stump grinder to remove the remnants of the trees. Aspens are not encouraged for replacement as they do not do well at this altitude.
- f) Entrance Stonebridge Sign – Discussed under old business.
- g) Request and Appoint Interim Board Member(s) – There were not any nominations or volunteers for the vacant board position.
- h) Development of a Grounds Committee & Document Review Committee - Barbara Klein would like to volunteer for the Grounds Committee, Anna Chavet and Barbara Klein would like to volunteer for the Document Review Committee. Pete made a motion to accept the request for the committees to be formed and accept both volunteers, Matt Evans seconded the motion, the motion carried unanimously. A budget or an expenditure policy will be discussed for the grounds committee.
- i) Board Meeting – The next board meeting will be towards the end of July to discuss the preliminary revised 2023 budget know that the Management Company has compiled the financials into QuickBooks.

- X. Adjournment: Matt Evans made a motion to adjourn the meeting at 3:30 pm to move into Executive Session to discuss delinquencies.

Minutes taken by Assurance HOA Management on June 29, 2023  
By Tina McFarlin, CMCA