



SOMERSET ESTATES HOMEOWNERS ASSOCIATION

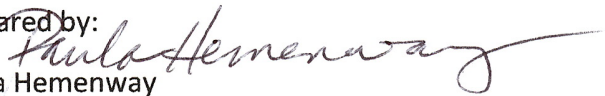
August 15, 2018

2018 Declaration Voting Process for Somerset Estates Homeowners Association (SEHOA)

The process used to amend the Declaration for (SEHOA) in 2018 was as follows.



Date (all 2018)	Action
April 24	Board meeting – preliminary discussion with homeowners of proposed changes to Declaration.
May 8	Conference between Marc Arnold (SEHOA President), Paula Hemenway (SEHOA Treasurer), and Scott Osgood (Attorney) to review draft Declaration.
May 11	Information letter and Draft Consolidated, Amended, and Restated Declaration mailed to homeowners.
May 22	Board meeting – open to comments on draft and further discussion with homeowners of proposed changes to Declaration.
May 30	Homeowner meeting at Somerset Swim & Tennis Club to obtain input on draft. Proxy forms distributed. Meeting properly noticed by email, US mail, and signs.
May 31-June 11	Revisions made to draft based on comments received on May 22 and May 30 and comments emailed to the board by homeowners.
June 12	Board resolution at Executive Board meeting to place final version of Consolidated, Amended and Restated Declaration for Somerset Estates to a vote of the homeowners.
June 13	Packet mailed to each homeowner containing cover letter, complete Consolidated, Amended and Restated Declaration for Somerset Estates, ballot printed on bright yellow paper, Secret Ballot inside envelope, stamped return mailing envelope, and yard flag.
June 14 – Aug 13	Communications with homeowners to encourage voting using newsletters (sent by email and mail) and street signs (showing a check mark for each homeowner that voted on each street or two combined streets).
Aug 14	Counting of ballots at Board meeting (see next page).
Aug 15	Marc Arnold, President, signs approved Consolidated, Amended and Restated Declaration for Somerset Estates in presence of a notary. Document ready for recording with Boulder County.
Aug 16	Signed document recorded with Boulder County Clerk & Recorder. Record number 03671599.

Prepared by:


Paula Hemenway
Treasurer, SEHOA

BALLOT COLLECTION AND COUNTING PROCESS
2018 Declaration Voting Process for Somerset Estates Homeowners Association (SEHOA)

1. Ballots were mailed to each homeowner with two envelopes – a Secret Ballot envelope and a return mailing envelope. The ballot were printed on bright yellow paper. Homeowners were instructed to mark the ballot, place it in the Secret Ballot envelope and seal that envelope, then place that envelope into the return mailing envelope. The return mailing envelope was stamped, addressed to SEHOA, PO Box 621, Niwot CO 80544, with a return address sticker identifying the homeowner name and address. The purpose of the return address was to ensure that we only received one ballot per address.
2. Alternatively, homeowners could fill out a proxy form identifying either Marc Arnold, President of SEHOA, or another individual of their choosing, to vote for them in this specific matter. Proxies were distributed at the homeowner meeting on May 30 and were available for download at www.somersetestates-hoa.com. The purpose of the proxy was to allow homeowners that might be out of town during the voting period, or who otherwise wanted to complete the voting process, to participate. Per the SEHOA Bylaws, at least one owner from each address needs to sign the proxy.
3. Ballot envelopes and mailed proxies were retrieved from the PO Box by Paula Hemenway. Some proxies were given directly to a board member or other homeowner. The original copy of all proxies will be retained by Susan Reilly, SEHOA Secretary, for one year per CCIOA rules.
4. Paula Hemenway kept track of voting using a spreadsheet of all homeowners. Addresses were marked off when a ballot was received. Proxies were executed either by Marc Arnold or by whoever the proxy was given to. For each vote by proxy, a ballot was placed in a Secret Ballot envelope, then that envelope was placed in an outer envelope identifying the homeowner and address for whom the vote is being cast and the person casting the vote "Proxy by ...".
5. If a ballot was received for an address for which a proxy had also been received, the proxy vote was discarded and the ballot vote retained.
6. At the August 14 vote executive board meeting, the following steps were taken by two homeowners that are not board members.
 - a. All envelopes for which a vote was cast by proxy were compared to the proxy form, and then marked off on a list of addresses voting by proxy.
 - b. Addresses for all ballot envelopes were marked off on a list of addresses voting by ballot.
 - c. Confirmation was made that there were no duplicate ballots and/or proxies.
 - d. The return envelopes were separated from the Secret Ballot envelopes. One envelope contained a proxy given to Marc Arnold rather than a ballot, so that address was moved from the ballot list to the proxy list, and a ballot was executed for the proxy.
 - e. The Secret Ballot envelopes were opened and FOR and AGAINST votes were counted.
7. VOTING RESULTS – A total of 67 ballots and 20 proxies were verified, for a total of 87 votes. Of these, 80 votes were FOR and 7 votes were AGAINST. One homeowner was ineligible to vote because of non-payment of dues prior to Q3 2018, so we had 88 allocated votes. As passage requires 67% of all allocated votes, 59 votes FOR are required for passage. Therefore, the Consolidated, Amended and Restated Declaration for Somerset Estates was adopted.

Verified by: Barbara Stager  and Lynne Uhler  8.19.18

Vote by Ballot on Amended Declaration - August 15, 2018

Ballot verified	Ballot recvd	Proxy	address	first_name	last_name
✓	1 ✓		Bellflower Court 8049	Greg	Grudic
✓	1 ✓		Bellflower Court 8052	Brian & Alessia	Frutche
✓	1 ✓		Bellflower Court 8068	Mark & Barbara	Stager
✓	1 ✓	Marc-revoked	Bellflower Court 8073	Kathy	Caruso
✓	1 ✓		Cattail Drive 8201	Michael & Vickie	Sims
✓	1 ✓		Cattail Drive 8240	Janet	Birmingham
✓	1 ✓		Cattail Drive 8243	Marc & Barbara	Arnold
✓	1 ✓	Kip-revoked	Cattail Drive 8259	Erin and Kip	Sharp
✓	1 ✓		Cattail Drive 8261	David and Arlee	Kachensky
✓	1 ✓		Cattail Drive 8274	Loren and Richelle	Burnett
			Cattail Drive 8277	Bart	Macgillivray
✓	1 ✓		Cattail Drive 8293	Anthony & Wendy	Chirikos
✓	1 ✓	Marc-revoked	Cherry Court 6482	Ryan	Heidemann
✓	1 ✓		Columbine Court 6509	Allan & Delaine	Orendorff
✓	1 ✓		Columbine Court 6516	Angeles Parras	Javier Roca
✓	1 ✓		Columbine Court 6517	John & Maria	Terela
✓	1 ✓		Columbine Court 6528	Tammy & Randy	Haisfield
✓	1 ✓		Columbine Court 6531	Michael & Cindy	Wolfe
✓	1 ✓		Coralberry Court 6471	Peter & Heather	Withnell
✓	1 ✓		Coralberry Court 6476	Carl & Megan	Stull
✓	1 ✓		Coralberry Court 6485	Sayed	Khorashahi
✓	1 ✓		Coralberry Court 6488	Ronald	Johnson
✓	1 ✓		Cranberry Court 6486	Bucky	Ferozan
✓	1 ✓		Daylilly Court 6504	Jim & Kim	Steiner
✓	1 ✓		Daylilly Court 6507	Ron & Marlene	Sanders
✓	1 ✓		Daylilly Court 6515	Barbara and Kemp	Irwin
✓	1 ✓		Daylilly Court 6518	Geoff & Gretchen	Hall
✓	1 ✓		Daylilly Court 6529	Andrew & Erin	Robbins
✓	1 ✓		Daylilly Court 6530	Linda	Pfeiff
✓	1 ✓		Firethorn Court 8403	David & Sharon	Riegel
✓	1 ✓		Firethorn Court 8414	David	Edwards
✓	1 ✓		Firethorn Court 8425	Eric	Olden
✓	1 ✓	Marc - revoked	Firethorn Court 8428	Shawn & Colette	O'Grady
✓	1 ✓		Firethorn Court 8449	Kiran & Kamla	Chopra
✓	1 ✓		Firethorn Court 8452	Ronald & Eva	Brotzman
✓	1 ✓		Firethorn Court 8467	Douglas & June	Dapuzzo
✓	1 ✓		Primrose Lane 6511	Susan	Reilly
✓	1 ✓		Primrose Lane 6532	Todd & Virginia	Dutkin
✓	1 ✓		Primrose Lane 6533	Lindsey & Paul	Sabini
✓	1 ✓		Primrose Lane 6545	George & JoMarie	Dancik
✓	1 ✓		Snowberry Lane 6303	Mark & Diane	Jensen
✓	1 ✓		Snowberry Lane 6324	Nancy	Mercer
✓	1 ✓		Snowberry Lane 6359	Jeffrey	Shellan
✓	1 ✓		Snowberry Lane 6373	Kate & Michael	Harris
✓	1 ✓	Marc - revoked	Snowberry Lane 6378	Steven	DeWitt
✓	1 ✓	DeWitt-revoked	Snowberry Lane 6385	Hanno & Bettina	Holm
✓	1 ✓	Paula-revoked	Snowberry Lane 6392	Kenneth Miller	Patricia Meinhardt
✓	1 ✓		Snowberry Lane 6397	Herb & Sheila	McPherson
✓	1 ✓		Somerset Drive 6339	Mark & Jennifer	Braman
✓	1 ✓		Somerset Drive 6351	Mark & Christine	Kubik
✓	1 ✓		Strawberry Court 6484	Anne	McCullick
✓	1 ✓		Strawberry Lane 8400	Jeffrey	Shellan
✓	1 ✓		Strawberry Lane 8414	Robert & Lynne	Uhler
✓	1 ✓		Strawberry Lane 8417	Hafez & Soroor	Hafezzadeh
✓	1 ✓		Strawberry Lane 8428	James & Paula	Hemenway
✓	1 ✓		Strawberry Lane 8442	Christopher & Bryn	Pennington
✓	1 ✓		Strawberry Lane 8445	Scott & Candace	Abrahamson
✓	1 ✓		Strawberry Lane 8456	Leonard & Shari	Kalm
✓	1 ✓		Strawberry Lane 8470	Kathy & Bruce	Heimann
✓	1 ✓		Strawberry Lane 8516	James and Heather	Siedel
✓	1 ✓		Strawberry Lane 8519	Terrence & Rhonda	Smith
✓	1 ✓		Strawberry Lane 8532	Carl	Stull
✓	1 ✓		Strawberry Lane 8535	Robert & MaryAnne	McAllister
✓	1 ✓		Strawberry Lane 8548	Danny & Susan	Lindau
✓	1 ✓		Strawberry Lane 8551	Dennis & Ellen	Hefter
✓	1 ✓		Strawberry Lane 8564	Jeffrey & Tammy	Thramann
✓	1 ✓		Strawberry Lane 8567	Denis & Judy	Nock
✓	1 ✓		Strawberry Lane 8580	Jeffery & Tammy	Thramann
✓	1 ✓		Strawberry Lane 8583	Kevin & Barbara	Mulshine

moved to proxy list

Verified by: Lynne Uhler

Signature: 

Vote by Proxy on Amended Declaration - August 15, 2018

Proxy check	Proxy voted	Proxy	address	first_name	last_name
✓	1 ✓	Anthony Chirikos	Bellflower Court 8036	Larry & Gayle	Becker
✓	1 ✓	Marc Arnold	Bellflower Court 8061	Beth and John	Ryan
✓	1 ✓	Marc Arnold	Cattail Drive 8215	Brian & Brenda	Fuller
✓	1 ✓	Marc Arnold	Cattail Drive 8227	Robert & Sandra	Searls
✓	1 ✓	Marc Arnold	Cherry Court 6470	Marc & Emily	Nemer
✓	1 ✓	Marc Arnold	Cherry Court 6487	Fredrick	Simms
✓	1 ✓	Marc Arnold	Coralberry Court 6460	Stacy & Joshua	McClellan
✓	1 ✓	Marc Arnold	Cranberry Court 6474	Steve & Robin	Flannery
✓	1 ✓	Marc Arnold	Cranberry Court 6475	Edward & Virginia	Sanden
✓	1 ✓	Marc Arnold	Cranberry Court 6483	John II & Amy	Klein
✓	1 ✓	Susan Reilly	Primrose Lane 6519	David & Norma	Fjeldstad
✓	1 ✓	Marc Arnold	Primrose Lane 6540	Thomas and Debra	Dean Trust
✓	1 ✓	Marc Arnold	Snowberry Lane 6308	Vincent	Love
✓	1 ✓	Steve DeWitt	Snowberry Lane 6317	Ronald & Grace	Budacz
✓	1 ✓	Marc Arnold	Snowberry Lane 6345	Mike & Marie	Stears
✓	1 ✓	Ron Budacz, given to Steve DeWitt	Snowberry Lane 6346	Christopher & Laura	Hermes
✓	1 ✓	Marc Arnold	Strawberry Court 6477	Nicolas & Odette	Assouad
✓	1 ✓	Marc Arnold	Strawberry Court 6481	Andrew	Cousin
✓	1 ✓	Marc Arnold	Strawberry Court 6495	Stephen & Lisbeth	Lehan
0	19	Marc Arnold	1, 339 Somerset	Mark & Jennifer	Bogner

Proxies verified by:

Signature:

Barbara Stager
B. Stager