

**Minutes of Meeting of the Executive Board of
Somerset Estates Homeowners Association (SEHOA)
November 16, 2021
Via Zoom**

1. **Call to Order and Quorum** - The meeting was called to order at 6:33 PM. Quorum met for Executive Board meeting with Scott Abrahamson (SA), Paula Hemenway (PH), Pea Lawson (PL), Steve Lehan (SL), and Herb McPherson (HM) present.

Property Manager present – Al Orendorff (AO)

ACC member present – Larry Becker (LB)

Homeowners present – Anthony Chirikos

2. **Approval of Prior Meeting Minutes** – MOTION to approve minutes from the Meeting of the Executive Board on October 16, 2021, made by HM, seconded by SL, no further discussion, approved unanimously.

3. **Capital Projects** –

- **Water System Infrastructure** – Meter project. Consensus with SHOA to add meters to both ditches, but only automating the BWR ditch meter. Next step is to tell Hydrologix that we approve the \$29,335 proposals and get on agendas of ditch companies for their approval.

- **Hardscape** – Have bid from Rosewood Electrical for work on street monuments to replace exterior boxes, photocells, and electrical conduit where needed, install new WP GFCI receptacles, power and test. MOTION by PH to approve bid from Rosewood Electrical for \$11,470 to repair the electrical on 27 monuments, seconded by SL, no further discussion, approved unanimously.

AO will check whether work might be done in December. AO will also discuss with Rosewood and GTL the issues with the line to the two Strawberry monuments next to Somerset Dr. AO will discuss with GTL additional work on the lighted signs including painting the metal trim, replacing the lettering on Strawberry signs at Somerset Dr, cleaning plastic, and replacing older and burnt out lightbulbs.

- **Lighting** – SA obtained bids from Lindquist Outdoor Lighting for accent lighting at the entrance at Hwy 52 and the throughout the waterfall. Next step is to meet with lighting task force, possibly the week of Nov 29 (or later depending on availability).

- **Capital Budget Status** – Expenses through 10/31/21 total \$207,322 and are expected to be approximately \$227,000 by year-end, assuming the electrical work on the street monuments is completed this year. Expect to have draft Operations Manual from GTL by end of year, but final version and payment will be in 2022.

4. **Property Manager's Report** – Irrigation system is blown out for season. Ponds 2 and 3 appear to have small leaks. Will investigate further in spring. GTL will complete connection of new transfer line at Pond 2 and fill open hole in next two weeks. RSL will start fall cleanup on November 17. Flower beds have been cleared. Light at Hwy 52 is reinstalled pending final decision on a new lighting scheme. Christmas lights will be up Thanksgiving week. HM asked if carpet of dead algae that runs from pond 4-7 can be removed. HM is very happy with effectiveness of cattail treatment started this year.

5. **Treasurer's Report** – Report attached. As of October 31, six lots had delinquencies. We will consider moving funds from FirstBank to Capital One near year-end. As of this meeting, 85 lots have paid the full \$5000 special assessment; 4 still need to pay the second half of the special assessment.

- 6. Budgeting Process/Timeline for 2022** – Final proposed budget will be approved by the Board in January as we will have all the 2021 information. We can start looking at 2022 capital projects now and update the long-term financial plan. Need to consider inflation rate and dues increase. By mid-December, we will have pretty good handle on 2021 costs and can begin the budget planning. Final budget will be ratified by the homeowners at the March 2022 annual meeting. This means any dues increase will not take effect until April 1, 2022.
- 7. Architectural Control Committee – Enforcement Updates**

8532 Strawberry Ln and 6476 Coralberry Ct – Neither LB nor SA have received any communication from owner to say landscape maintenance work is completed and ready for inspection.

8277 Cattail Dr - Resolved

6385 Snowberry Ln. - Resolved

8274 Cattail Ln. - Tree removal and trimming scheduled for 11/17/21.

Need to undertake enforcement action on 8452 Firethorn. SA to send Notice of Hearing after receiving details from LB.

Discussion about how to enforce overgrown weeds, bushes and trees that come up to the edge of pond 7. ACC should initiate enforcement action on homeowners if on land and not within boundary of pond. Need to check plats to determine lot boundaries.
- 8. Roads – Paving Discussion – Survey Results and Next Steps** – SL reported a very high (>60%) response rate to the online road survey with 65% yes to SEHOA initiating non-binding negotiations with Boulder Count, and 35% no. SL doesn't think the County's objection to paving the roads is primarily financial, but more that they don't like roads. Survey comments included many good questions and observations. To answer homeowner questions, we need to get started on a discussion with the County. SL suggests we start by asking for: the use of outside contractors; an "out" if ever there is a county-wide solution or that SEHOA is excluded from such solution; a sunset clause; exclusion of Somerset Dr. and Longview Dr., etc. SL, LB and PH are willing to participate in negotiations. Anthony Chirikos asked questions about the process and role of SEHOA.
- 9. Social and Welcome Committee Update** – PL reviewed proposed directory form and cover letter. PH will check whether we can put the directory on a password part of GoDaddy. SL suggested that a printed directory would be nicer and more neighborly, plus harder to distribute. PL noted that an electronic directory is easier to update. Board agreed to mailing the cover letter and form. Welcome baskets are being distributed by Beth Ryan and PL. PL asked committee what they think about a holiday party, and they felt we should wait until warmer weather when party can be outside.
- 10. Water Settlement Agreement Update** – Appearance at Northern Conservancy District to approve transfer of C-BT units from SHOA to SEHOA was delayed to December 9 because key person at Northern has COVID. John Ryan is preparing an amendment to the agreement with SHOA to handle the BLH 2/3 share. Quiet title action delayed to 2022.
- 11. Other Business** – Discussed additional dog waste stations. Board agreed to add two more stations with locations TBD. PH and SA will investigate locations and discuss with nearest homeowners. Anthony Chirikos suggested near bus stop on corner of Longview and Cattail or possibly on the street monument near his house.
- 12. Member Open Forum** – None
- 13. Next meeting** – Executive Board meeting on Tuesday, December 14, 2021 at 6:30 PM by Zoom. Note that this is the second Tuesday of the month.

14. Adjourn - The meeting adjourned at 8:34 PM.

Paula Hemenway

Paula Hemenway, Secretary

Executive Session in accordance with CCIOA 38-33.3-308(f) to discuss a legal situation called to order at 8:35 PM and adjourned at 9:06 PM.

Somerset Estates Homeowners Association - Treasurer's Report

Operating and Reserve Fund(s)

Balance Sheet and Summary Income Statement

OCTOBER 2021

BALANCE SHEET

As Of October 31, 2021

	Operating Fund	Reserve Fund	Total
ASSETS			
<u>Operating/Checking Account</u>			
FirstBank	\$ 144,224.07	\$ -	\$144,224.07
<u>Investment/Reserve Account</u>			
Capital One	\$ -	\$ 303,339.68	\$ 303,339.68
TOTAL ASSETS	\$ 144,224.07	\$ 303,339.68	\$ 447,563.75
LIABILITIES & FUND BALANCE			
Fund Balance	\$ 144,224.07	\$ 303,339.68	\$ 447,563.75
TOTAL LIABILITIES & FUND BALANCE	\$ 144,224.07	\$ 303,339.68	\$ 447,563.75

Statement of Revenues, Expenses, and Changes in Fund Balance

As Of October 31, 2021

	Operating Fund	Reserve Fund	Total
REVENUES			
HOA Dues	\$ 56,650.00	\$ -	\$ 56,650.00
HOA Violations & Fines		\$ -	\$ -
Special Assessment	\$ -	\$ 78,175.83	\$ 78,175.83
Other Misc. Income, Transfer Fees & Interest	\$ -	\$ 128.76	\$ 128.76
TOTAL REVENUES	\$ 56,650.00	\$ 78,304.59	\$ 134,954.59
EXPENSES			
Administrative	\$ 4,783.70	\$ -	\$ 4,783.70
Landscape Repair & Maintenance & Enhancement	\$ 9,122.82	\$ -	\$ 9,122.82
Lights & Fence & Path & Pond Maintenance & Repair	\$ 1,931.60	\$ -	\$ 1,931.60
Water & Utilities	\$ 2,293.12	\$ -	\$ 2,293.12
Water Rights	\$ -	\$ -	\$ -
Water System Infrastructure	\$ -	\$ -	\$ -
Water Features (Ponds & Waterfall)	\$ -	\$ -	\$ -
Water System Profession Fees (Project Mgmt. & Ops Manual)	\$ -	\$ -	\$ -
Irrigation System	\$ -	\$ 8,829.32	\$ 8,829.32
Hardscape (Fence & Paths & Monuments)	\$ -	\$ 12,954.00	\$ 12,954.00
Softscape (Master Landscape Plan)	\$ -	\$ -	\$ -
TOTAL EXPENSES	\$ 18,131.24	\$ 21,783.32	\$ 39,914.56
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES	\$ 38,518.76	\$ 56,521.27	\$ 95,040.03
4			
TRANSFER BETWEEN OPERATING FUND and RESERVE FUND	\$ -	\$ -	\$ -

Somerset Estates Homeowners Association - Treasurer's Report

Operating Fund

Income Statement

OCTOBER 2021

	OCTOBER 2021	YTD-ACTUAL 2021	YTD-BUDGET 2021	YTD- 2021 Better/(Worse)	BUDGET 2021
REVENUE and EXPENSE SUMMARY					
REVENUE					
HOA Dues	\$ 56,650.00	\$ 234,175.00	\$ 220,725.00	\$ 13,450.00	\$ 240,300.00
HOA Violations & Fines	\$ -	\$ 30.08	\$ -	\$ 30.08	\$ -
Other Misc. Income & Transfer Fees	\$ -	\$ 2,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
TOTAL INCOME	\$ 56,650.00	\$ 236,205.08	\$ 221,725.00	\$ 14,480.08	\$ 241,300.00
EXPENSES					
Administrative	\$ 4,783.70	\$ 25,543.83	\$ 36,595.00	\$ 11,051.17	\$ 42,100.00
Landscape Repair & Maintenance & Enhancement	\$ 9,122.82	\$ 67,243.23	\$ 77,870.00	\$ 10,626.77	\$ 87,900.00
Lights & Fence & Path & Pond Maintenance	\$ 1,931.60	\$ 11,215.89	\$ 14,700.00	\$ 3,484.11	\$ 14,900.00
Water & Utilities	\$ 2,293.12	\$ 9,357.35	\$ 13,650.00	\$ 4,292.65	\$ 18,200.00
TOTAL EXPENSES	\$ 18,131.24	\$ 113,360.30	\$ 142,815.00	\$ 29,454.70	\$ 163,100.00
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES	\$ 38,518.76	\$ 122,844.78	\$ 78,910.00	\$ 43,934.78	\$ 78,200.00
	0 - 30 Days	30 - 60 Days	60 - 90 Days	Over 90 Days	
Dues & Fines Outstanding - \$8,973.50 / 6 Homes	\$3,229.50 / 6 Homes	\$4.50 / 2 Homes	\$1,254.50.00 / 2 Homes	\$4,485.00 / 2 Homes	

Reserve Fund

Income Statement

OCTOBER 2021

	OCTOBER 2021	YTD-ACTUAL 2021	YTD-BUDGET 2021	YTD-VARIANCE 2021 Better/(Worse)	BUDGET 2021
REVENUE and EXPENSE SUMMARY					
REVENUE					
Special Assessment	\$ 41,174.17	\$ 318,174.17	\$ 222,500.00	\$ 95,674.17	\$ 445,000.00
Interest on Capital One - Reserve Account	\$ 124.56	\$ 718.25	\$ 666.67	\$ 51.58	\$ 800.00
TOTAL INCOME	\$ 41,298.73	\$ 318,892.42	\$ 223,166.67	\$ 95,725.75	\$ 445,800.00
EXPENSES					
Misc. and Water Rights	\$ -	\$ 6,268.00	\$ 10,833.33	\$ 4,565.33	\$ 13,000.00
Water System Infrastructure	\$ 8,829.32	\$ 115,100.95	\$ 50,833.33	\$ (64,267.62)	\$ 61,000.00
Irrigation System	\$ -	\$ 13,716.11	\$ 12,500.00	\$ (1,216.11)	\$ 15,000.00
Water Features (Ponds & Waterfall)	\$ -	\$ 3,552.50	\$ 10,000.00	\$ 6,447.50	\$ 12,000.00
Water System Professional Fees (Ops Manual)	\$ -	\$ -	\$ 20,833.33	\$ 20,833.33	\$ 25,000.00
Hardscape (Fence & Paths & Monuments)	\$ 12,954.00	\$ 58,892.26	\$ 64,166.67	\$ 5,274.41	\$ 77,000.00
Softscape (Master Landscape Plan, Trees, Vegetation)	\$ -	\$ 10,289.98	\$ 8,333.33	\$ (1,956.65)	\$ 10,000.00
TOTAL EXPENSES	\$ 21,783.32	\$ 207,819.80	\$ 177,500.00	\$ (30,319.80)	\$ 213,000.00
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES	\$ 19,515.41	\$ 111,072.62	\$ 45,666.67	\$ 65,405.95	\$ 232,800.00
				As of 11/15/2021	
# Homes Paid-in-Full	81			85	
# Homes Paid-in 50%	89			4	
# Homes Delinquent	8	10/1/21 was the Due Date		4	