

**Minutes of Meeting of the Executive Board of
Somerset Estates Homeowners Association (SEHOA)
October 19, 2021
Via Zoom**

1. **Call to Order and Quorum** - The meeting was called to order at 6:37 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 – Candice and Erik Hoenes
2. **Approval of Prior Meeting Minutes** – MOTION to approve minutes from the Meeting of the Executive Board on September 21, 2021, made by SL, seconded by PL, no further discussion, approved unanimously.
3. **Capital Projects** –
 - **Water System Infrastructure** – The remaining tasks are to connect to Pond 2 and fill an opening near Primrose Ln. The expenses for the transfer line to date are \$102,487 with a small amount of work remaining.
The cost to install the transfer line pump is projected to be about \$12,000. All that is left to do is wire the new pump into the Xcel Energy meter, which is now in place.
Mike Grothus in SHOA is in agreement that it makes sense to put a new meter on the Boulder Left Hand ditch for the nominal \$4000 adder for a manually controlled flume. SA will confirm with Sue Grampp, SHOA President, that they are willing to split the \$29,335 cost for both flumes. SA will coordinate approval with Hydrologik and the ditch companies. The ditches need to be dry to do the work, and it is still muddy by Pond 1. We may ultimately need an enclosure/fence around the system to prevent access.
 - **Hardscape** – New path from Longview to Primrose is completed. A dog waste station has been installed at the Longview end of the path. Feedback from homeowners has been solicited.
 - **Capital Budget Status** – The final capital costs for 2021 should be available in November.
4. **Property Manager’s Report** – AO will order pond reed killing once water in streams is down. Rosewood Electric has looked at street monuments; waiting for proposal to repair lights, sensors, etc. Rosewood may also have some ideas about the Hwy 52 entry and waterfall lighting. Holiday lights going up by end of November. HM reminded AO that last year we waited too long to remove the flowers before they froze. Will be done by end of October. AO is on vacation from Oct 20 to Nov 1.
5. **Treasurer’s Report** – Report attached. As of September 30, three lots had delinquencies. We didn’t need to transfer funds from the Capital One reserves account to the FirstBank operating account to cover capital expense invoices because of receipts around October 1. We may be able to move funds from FirstBank to Capital One by year-end. As of this meeting, 78 lots have paid the full \$5000 special assessment.
6. **Architectural Control Committee** –
Enforcement Updates:
8277 Cattail Dr - Trees removed after receipt of warning letter from Board so no further action required.

8532 Strawberry Ln – Did a lot of pruning, but hasn't removed the debris. Dead branches and trees not completed. Brambles and berries still up against fence near path. Continuing violation until work is completed. SA let owner know to contact him when property is ready for compliance inspection.

6476 Coralberry Ct – Still has some vegetation on the back fence. Weeds still need to be removed. Still has two dead trees. Front looks better. Debris thrown into open space. Continuing violation until work completed. SA let owner know to contact him when property is ready for compliance inspection.

Enforcement Action Hearing – 6385 Snowberry Ln. Owner failed to appear at the hearing and did not provide a written response to the notice from the Board regarding landscape maintenance issue that violates SEHOA's Architectural and Landscaping Standards, Section V (Maintenance and Upkeep). Failure to appear or respond constitutes a no contest plea to the complaint and no hearing was required according to the SEHOA Fines and Enforcement Policy. SA to mail written warning letter of first violation to the owner on behalf of the Board. If not remedied within 30 days, the first fine of \$100 will be imposed as a second violation without an additional notice and hearing. The fines schedule will be included in the letter. It was noted that this property is scheduled to close on Nov 5, which is within the 30 days warning period. SL suggested sending copy of the letter to title company. PH to check with Scott Osgood on whether to inform title company and/or real estate broker.

Enforcement Action Hearing – 8274 Cattail Ln. Owner failed to appear at the hearing but provided a written response to the notice from the Board regarding landscape maintenance issue that violates SEHOA's Architectural and Landscaping Standards, Section V (Maintenance and Upkeep). The email response said they were working on getting it done, but having trouble finding a tree company to do the work. As the work isn't completed as of this hearing, SA to mail written warning letter of first violation to the owner on behalf of the Board. If not remedied within 30 days, the first fine of \$100 will be imposed as a second violation without an additional notice and hearing. The fines schedule will be included in the letter.

7. **Communication Tools – Shared storage/collaborative space.** SA selected Box.com for shared storage and collaboration. Spaces are set up for the Board, ACC, and archived files. Marc Arnold is sending SA all his file records for cloud storage. HM asked about the yearly cost, which is \$1800. Candice Hoenes commented that she uses Box at her work where change control is important, and finds it worth the cost. Can share or limit files as needed. PL asked if this could morph into a homeowner's directory. Answer – no as it would be too many users.
8. **Roads – Paving Discussion/survey** – SL sent to homeowners (one email address per household) an online survey for the Board to get input from the community on whether homeowners want to consider pursuing negotiation of the terms of a Public Improvement District (PID) with Boulder County to maintain our roads. What's Up #65 describing the situation went out just before the survey. So far, 45 have opened; 25 have completed the survey with 56% yes, 43% no. SL will send a reminder to non-responders in a couple of days.
9. **Social and Welcome Committee Update** – PL and PH to discuss the directory status. PL will check with Beth Ryan about the welcome baskets status. PL to ask the committee what they think about a holiday party.
10. **Update on SHOA Water Settlement Agreement** – Approval of the transfer of the 5 units of C-BT is on the agenda for the November 11, 2021 Northern Conservancy District board meeting. Star Waring, SEHOA's water attorney, will probably attend. Once the transfer is approved, John Ryan will propose an amendment to the agreement between SEHOA and SHOA on the 2/3 share of Boulder Left Hand ditch company. Quiet title action on the outlots will follow the water share transfers, so won't be until 2022.

11. Other Business – Discussion of whether we can reduce the frequency of emptying the dumpster during the winter. Also whether we should we ask the Somerset Swim & Tennis Club (SSTC) to pay half of the dumpster cost during four months of summer. HM didn't think it was worth the effort. AO will mention to Chris of Rock Solid Landscape (RSL) that the dumpster is available. SL mentioned that SSTC is getting bids on repaving the parking lot. AO suggested getting bids from Denver Asphalt and Superior Aggregate.

12. Member Open Forum – Christine Hoenes said that they are about to break ground in a couple of weeks at 8400 Strawberry Ln and is happy to keep the Board updated as the project progresses. SA mentioned that he asked the contractors to use Longview Dr rather than Strawberry Ln for heavy equipment. Expect completion to take about a year.

13. Next meeting – Executive Board meeting on Tuesday, November 16, 2021 at 6:30 PM. We expect this meeting will be by Zoom.

14. Adjourn - The meeting adjourned at 8:04 PM.



Paula Hemenway, Secretary

Executive Session in accordance with CCIOA 38-33.3-308(f) to discuss a legal situation called to order at 8:05 PM and adjourned at 8:25 PM.

Somerset Estates Homeowners Association - Treasurer's Report

**Operating and Reserve Fund(s)
Balance Sheet and Summary Income Statement
SEPTEMBER 2021**

BALANCE SHEET			
As Of September 30, 2021			
	Operating Fund	Reserve Fund	Total
ASSETS			
Operating/Checking Account			
FirstBank	\$ 75,587.80	\$ -	\$75,587.80
Investment/Reserve Account			
Capital One	\$ -	\$ 303,210.92	\$ 303,210.92
TOTAL ASSETS	\$ 75,587.80	\$ 303,210.92	\$ 378,798.72
LIABILITIES & FUND BALANCE			
Fund Balance	\$ 75,587.80	\$ 303,210.92	\$ 378,798.72
TOTAL LIABILITIES & FUND BALANCE	\$ 75,587.80	\$ 303,210.92	\$ 378,798.72

Statement of Revenues, Expenses, and Changes in Fund Balance			
As Of September 30, 2021			
	Operating Fund	Reserve Fund	Total
REVENUES			
HOA Dues	\$ 2,200.00	\$ -	\$ 2,200.00
HOA Violations & Fines	\$ 27.83	\$ -	\$ 27.83
Special Assessment	\$ -	\$ 41,174.17	\$ 41,174.17
Other Misc. Income, Transfer Fees & Interest	\$ -	\$ 124.56	\$ 124.56
TOTAL REVENUES	\$ 2,227.83	\$ 41,298.73	\$ 43,526.56
EXPENSES			
Administrative	\$ 1,183.03	\$ -	\$ 1,183.03
Landscape Repair & Maintenance & Enhancement	\$ 14,589.62	\$ -	\$ 14,589.62
Lights & Fence & Path & Pond Maintenance & Repair	\$ 5,672.57	\$ -	\$ 5,672.57
Water & Utilities	\$ 990.26	\$ -	\$ 990.26
Water Rights	\$ -	\$ 500.00	\$ 500.00
Water System Infrastructure	\$ -	\$ -	\$ -
Water Features (Ponds & Waterfall)	\$ -	\$ -	\$ -
Water System Profession Fees (Project Mgmt. & Ops Manual)	\$ -	\$ -	\$ -
Irrigation System	\$ -	\$ 15,700.74	\$ 15,700.74
Hardscape (Fence & Paths & Monuments)	\$ -	\$ 45,938.26	\$ 45,938.26
Softscape (Master Landscape Plan)	\$ -	\$ -	\$ -
TOTAL EXPENSES	\$ 22,435.48	\$ 62,139.00	\$ 84,574.48
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES	\$ (20,207.65)	\$ (20,840.27)	\$ (41,047.92)
TRANSFER BETWEEN OPERATING FUND and RESERVE FUND	\$ -	\$ -	\$ -

Somerset Estates Homeowners Association - Treasurer's Report																
Operating Fund																
Income Statement																
September 2021																
	SEPTEMBER	YTD-ACTUAL	YTD-BUDGET	YTD-		BUDGET										
	2021	2021	2021	2021	Better/(Worse)	2021										
REVENUE and EXPENSE SUMMARY																
REVENUE																
HOA Dues	\$ 2,200.00	\$ 177,525.00	\$ 180,225.00	\$ (2,700.00)		\$ 240,300.00										
HOA Violations & Fines	\$ 27.83	\$ 30.08	\$ -	\$ 30.08		\$ -										
Other Misc. Income & Transfer Fees	\$ -	\$ 2,000.00	\$ 1,000.00	\$ 1,000.00		\$ 1,000.00										
TOTAL INCOME	\$ 2,227.83	\$ 179,555.08	\$ 181,225.00	\$ (1,669.92)		\$ 241,300.00										
EXPENSES																
Administrative	\$ 1,183.03	\$ 20,760.13	\$ 35,160.00	\$ 14,399.87		\$ 42,100.00										
Landscape Repair & Maintenance & Enhancement	\$ 14,589.62	\$ 58,120.41	\$ 69,719.00	\$ 11,598.59		\$ 87,900.00										
Lights & Fence & Path & Pond Maintenance	\$ 5,672.57	\$ 9,284.29	\$ 12,045.00	\$ 2,760.71		\$ 14,900.00										
Water & Utilities	\$ 990.26	\$ 7,064.23	\$ 11,900.00	\$ 4,835.77		\$ 18,200.00										
TOTAL EXPENSES	\$ 22,435.48	\$ 95,229.06	\$ 128,824.00	\$ 33,594.94		\$ 163,100.00										
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES	\$ (20,207.65)	\$ 84,326.02	\$ 52,401.00	\$ 31,925.02		\$ 78,200.00										
<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th>0 - 30 Days</th> <th>30 - 60 Days</th> <th>60 - 90 Days</th> <th>Over 90 Days</th> </tr> </thead> <tbody> <tr> <td>Dues & Fines Outstanding - \$7,094.00 / 3 Homes</td> <td>\$4.50 / 2 Homes</td> <td>\$1,254.50 / 2 Homes</td> <td>\$3,810.00 / 2 Homes</td> <td>\$2,025.00 / 3 Homes</td> </tr> </tbody> </table>								0 - 30 Days	30 - 60 Days	60 - 90 Days	Over 90 Days	Dues & Fines Outstanding - \$7,094.00 / 3 Homes	\$4.50 / 2 Homes	\$1,254.50 / 2 Homes	\$3,810.00 / 2 Homes	\$2,025.00 / 3 Homes
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Dues & Fines Outstanding - \$7,094.00 / 3 Homes	\$4.50 / 2 Homes	\$1,254.50 / 2 Homes	\$3,810.00 / 2 Homes	\$2,025.00 / 3 Homes												
Reserve Fund																
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September 2021																
	SEPTEMBER	YTD-ACTUAL	YTD-BUDGET	YTD-VARIANCE		BUDGET										
	2021	2021	2021	2021	Better/(Worse)	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	\$ 600.00	\$ 118.25		\$ 800.00										
TOTAL INCOME	\$ 41,298.73	\$ 318,892.42	\$ 223,100.00	\$ 95,792.42		\$ 445,800.00										
EXPENSES																
Misc. and Water Rights	\$ 500.00	\$ 6,268.00	\$ 9,750.00	\$ 3,482.00		\$ 13,000.00										
Water System Infrastructure	\$ 15,700.74	\$ 106,271.63	\$ 45,750.00	\$ (60,521.63)		\$ 61,000.00										
Irrigation System	\$ -	\$ 13,716.11	\$ 11,250.00	\$ (2,466.11)		\$ 15,000.00										
Water Features (Ponds & Waterfall)	\$ -	\$ 3,552.50	\$ 9,000.00	\$ 5,447.50		\$ 12,000.00										
Water System Professional Fees (Ops Manual)	\$ -	\$ -	\$ 18,750.00	\$ 18,750.00		\$ 25,000.00										
Hardscape (Fence & Paths & Monuments)	\$ 45,938.26	\$ 45,938.26	\$ 57,750.00	\$ 11,811.74		\$ 77,000.00										
Softscape (Master Landscape Plan, Trees, Vegetation)	\$ -	\$ 10,289.98	\$ 7,500.00	\$ (2,789.98)		\$ 10,000.00										
TOTAL EXPENSES	\$ 62,139.00	\$ 186,036.48	\$ 159,750.00	\$ (26,286.48)		\$ 213,000.00										
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES	\$ (20,840.27)	\$ 132,855.94	\$ 63,350.00	\$ 69,505.94		\$ 232,800.00										
# Homes Paid-in-Full	45			78												
# Homes Paid-in 50%	44			11												
# Homes Delinquent	0	4/1/21 was the Due Date		0												