

**Minutes of Meeting of the Executive Board of
Somerset Estates Homeowners Association (SEHOA)
August 16, 2022
Mountain View Fire Station, Niwot CO**

- 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 – attended via Zoom), Anthony Chirikos (AC), Steve Lehan (SL), and Paula Hemenway (PH) present. Pea Lawson (PL) was absent.

Property Manager present – Al Orendorff (AO)

ACC member present – None

Homeowners present – None

- 2. Approval of Prior Meeting Minutes** – MOTION to approve minutes from the Meeting of the Executive Board on June 21, 2022 made by AC, seconded by SL, no further discussion, approved unanimously.

- 3. Treasurer’s Report** – Report for July 2022 attached. We moved \$50,000 in August from Capital One reserves account to First Bank operating account after reviewing cash balances. Cash balances in the two accounts do not reconcile with AppFolio financial report due to accrual accounting, believed to be mostly related to how AppFolio accounts for prepaid assessments. Discussion of classification of some expenses as operating when should have been capital. AC and PH to review with AO and make adjustments. Attached report reflects adjustments in categorization made after the meeting.

- 4. Property Manager’s Report** –

SHOA wants to start getting bids to reline pond 1. The goal is to have the pond refurbished prior to the start of the 2023 ditch season. AO is talking to possible contractors. PH to provide to SHOA engineering and other documents related to pond 8. SEHOA is responsible for half the cost to return the pond to the same functionality, but SHOA will take the lead on the project.

WATER

- BWR Ditch was able to get us 10 additional units of water to lease. As of August 1 we had available 603 inches for both SEHOA and SHOA. This will provide 10 inches per day of water until the end of September. We still have the yield available from the BLH ditch and AO will check that usage at the end of August when the crop demand is lower. That will yield more from SEHOA’s 2/3 share.
- Weir Status: Hydrologik has fully completed the work on the automated gate system, and it appears to be working well. They still need to do some minor website tweaks to allow full historical tracking, downloadable to a CSV file. Garrett Quackenbush (GTL) also has some ideas to allow full control of the master pump using the Hydrologik interface. All indications so far are that we are getting all of the water from the ditch that we are due, a remarkable improvement over prior years when we may have been getting as little as half the water owned or leased.
- Transfer Line: GTL completed the separation between SHOA and SEHOA. All water used this year has been metered separately to SEHOA so need for a manual adjustment to the records. GTL completed the connections from the east and west side of the transfer line to supply water to Bellflower, including adding a new coupling and gate valve. GTL installed

a second valve behind the Dancik residence to allow us to water the grass by the new paved path. All holes on Longview have been filled in and the sidewalk will be repaired.

- Ponds: Dub's treated pond 8 with algaecide and we added 15 more fish to pond 8, three more to pond 9 and two to pond 10. The algae bloom scum and the pump intake were cleared from pond 8 twice. This entailed removing the pump from pond 8.
- Waterfall: The waterfall is off due to the limited water supply we have this year. We will run the waterfall temporarily this week to aerate the water to keep algae low. We received 6/10ths of an inch of rain water on August 16, which will hold us while we run the waterfall. We will not irrigate for the balance of the week as more rain is predicted.

LANDSCAPE

- The breaker at the entry power to the Estates on Longview continues to trip, shutting off the clock that irrigates the new paved path area. GTL has tried replacing the circuit breaker and will investigate further and repair.
- Once the Dancik hole has been filled, we will add sod to several areas to repair any damaged spots. This will include the pathway and the area by pond 2 at the road.
- AO is still looking for a replacement company for Aquatics Environmental for water and stream vegetation and is investigating leads from Liley Fisheries.
- Two to three irrigation valves are leaking and need to be changed out.
- 3D Tree is starting to prune all the cherry trees from Hwy 52 though the SSTC parking lot down to Strawberry Lane (\$6400). We also have bid to start clearing and lifting trees at the waterfall as well as the trees at Bellflower (\$5650). These two projects will put us over budget for tree pruning and removal (\$7000). Discussion to proceed by postponing masonry work on the monuments until next year. MOTION to approve the 3D projects made by PH, seconded by AC, no further discussion, approved unanimously.

LIGHTS

- The Strawberry monument lights are operating, and GTL needs to get the boring bid to run a new line for a permanent fix.
- Rosewood Electric started the electrical repairs at the monuments and should be completed before the end of the month.

5. **Governing Documents Update** – PH continued the review of our governing documents.

- No changes needed in Articles of Incorporation
- Proposed change in Bylaws relating to Section 4.4 Terms and Term Limits. Concern is that imposing a limit of two two-year terms will result in insufficient number of board members. General agreement to consider striking the sentence “Unless a full board can’t be otherwise constituted, Directors shall serve for a maximum of two full (two year) terms, but may be elected again after being off the board for one year”. Will publish in What’s Up for comment before next board meeting.
- A number of important changes were made to CCIOA by the Colorado legislature in 2022. PH to propose changes to some SEHOA Policies to bring into compliance. We may want to adopt Parking Rules to clarify Declaration Article 6.3.8 regarding parking as SEHOA may not regulate street parking, but can regulate parking on lots, including unpaved portions of lots.

6. **Quiet Title Update** – Attorney Scott Osgood filed the action on July 5, 2022. He is in the process of legally required notifications via the local paper (Longmont Times-Call) and a military attorney.
7. **ACC Update** – SA will contact Larry Becker regarding his and Bob Uhler’s expiring terms next month.
8. **Social and Welcome Committee Update** – PH reported on PL’s behalf that she will work on directory after returning from vacation and will also contact the Social Committee about a possible event.
9. **Other Business** –
 - SA reported that there has been no update on the Niwot Loop Trail easement discussion with Boulder County.
 - PH talked to John Quinby of Pretty Fences about doing a staining project with homeowners this fall. PH to prepare an email to homeowners explaining opportunity to get fences stained.
10. **Member Open Forum** – None
11. **Next meeting** – Executive Board meeting on Tuesday, September 20, 2022 at 6:30 PM. The meeting will be held at the Mountain View Fire Station. The station has installed new computer equipment that allows easy access via Zoom.
12. **Adjourn** - The meeting adjourned at 8:10 PM.

Executive Session – As allowed by CCIOA 38-33.3-308 (4)(b), an executive session was called to discuss advice from counsel relating to the legal review of legacy documents. Session called to order at 8:10 PM and adjourned at 8:30 PM.



Paula Hemenway, Secretary
August 25, 2022

Somerset Estates Homeowners Association - Treasurer's Report
Operating and Reserve Fund(s)
Balance Sheet and Summary Income Statement
July 2022

| BALANCE SHEET | | | |
|---|-----------------|------------------|------------------|
| As Of July 30, 2022 | | | |
| | Operating Fund | Reserve Fund | Total |
| ASSETS | | | |
| Operating/Checking Account | | | |
| FirstBank | \$15,462 | \$0 | \$15,462 |
| Investment/Reserve Account | | | |
| Capital One | \$0 | \$450,090 | \$450,090 |
| TOTAL ASSETS | \$15,462 | \$450,090 | \$465,552 |
| LIABILITIES & FUND BALANCE | | | |
| Fund Balance | \$15,462 | \$450,090 | \$465,552 |
| TOTAL LIABILITIES & FUND BALANCE | \$15,462 | \$450,090 | \$465,552 |

| Statement of Revenues, Expenses, and Changes in Reserve Balance | | | | | | |
|--|---------------------|-------------------|-----------------|-------------------|-------------------|------------------|
| | Month of July, 2022 | | | YTD July, 2022 | | |
| | Operating Fund | Reserve Fund | Total | Operating Fund | Reserve Fund | Total |
| REVENUES | | | | | | |
| HOA Dues | \$58,725 | \$0 | \$58,725 | \$183,750 | \$0 | \$183,750 |
| HOA Violations & Fines / Late Fees | \$0 | \$0 | \$0 | \$6,555 | \$0 | \$6,555 |
| Special Assessment | \$0 | \$0 | \$0 | \$0 | \$2,500 | \$2,500 |
| Transfer Fees | \$0 | \$0 | \$0 | \$750 | \$0 | \$750 |
| Pond 7 Surcharges | \$0 | \$0 | \$0 | \$1,000 | \$0 | \$1,000 |
| Interest Income | \$0 | \$381 | \$381 | \$0 | \$1,499 | \$1,499 |
| TOTAL REVENUES | \$58,725 | \$381 | \$59,106 | \$192,055 | \$3,999 | \$196,054 |
| EXPENSES | | | | | | |
| Administrative | \$4,908 | \$0 | \$4,908 | \$26,378 | \$0 | \$26,378 |
| Landscape Repair & Maintenance & Enhancement | \$13,538 | \$0 | \$13,538 | \$37,831 | \$0 | \$37,831 |
| Lights & Fence & Path & Pond Maintenance & Repair | \$8,209 | \$0 | \$8,209 | \$11,252 | \$0 | \$11,252 |
| Water & Utilities | \$611 | \$0 | \$611 | \$2,770 | \$0 | \$2,770 |
| Lighting Upgrades | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Water System Infrastructure | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Water Features (Ponds & Waterfall) | \$0 | \$4,860 | \$4,860 | \$0 | \$12,642 | \$12,642 |
| Water System Profession Fees (Project Mgmt. & Ops Manual) | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Irrigation System | \$0 | \$12,028 | \$12,028 | \$0 | \$31,209 | \$31,209 |
| Hardscape (Fence & Paths & Monuments) | \$0 | \$9,841 | \$9,841 | \$0 | \$49,136 | \$49,136 |
| Softscape (Master Landscape Plan) | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL EXPENSES | \$27,265 | \$26,729 | \$53,995 | \$78,230 | \$92,986 | \$171,216 |
| EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES | \$31,460 | (\$26,349) | \$5,111 | \$113,825 | (\$88,987) | \$24,838 |
| TRANSFER BETWEEN OPERATING FUND and RESERVE FUND | \$0 | \$0 | \$0 | (\$35,000) | \$35,000 | \$0 |

| Somerset Estates Homeowners Association - Treasurer's Report | | | | | |
|--|--------------------|---------------------|---------------------|---------------------|--------------------|
| Total Funds | | | | | |
| Income Statement | | | | | |
| July 2022 | | | | | |
| | Month Actual | Year-to-Date | | | Budget 2022 |
| | | Actual | Budget | Better/ (Worse) | |
| REVENUE and EXPENSE SUMMARY | | | | | |
| REVENUE | | | | | |
| HOA Dues | \$58,725 | \$183,750 | \$174,875 | \$8,875 | \$246,975 |
| HOA Violations, Fines and Late Fees | \$0 | \$6,555 | \$0 | \$6,555 | \$0 |
| Transfer Fees | \$0 | \$750 | \$0 | \$750 | \$0 |
| Pond 7 Surcharges | \$0 | \$1,000 | \$1,000 | \$0 | \$1,000 |
| Special Assessment | \$0 | \$2,500 | \$2,500 | \$0 | \$2,500 |
| Interest Income | \$381 | \$1,499 | \$1,400 | \$99 | \$2,070 |
| TOTAL REVENUES | \$59,106 | \$196,054 | \$179,775 | \$16,279 | \$252,545 |
| EXPENSES | | | | | |
| Administrative | \$4,908 | \$26,378 | \$27,710 | \$1,332 | \$40,420 |
| Capital Expenses | \$26,729 | \$92,986 | \$178,500 | \$85,514 | \$198,500 |
| Landscape Repair & Maintenance & Enhancement | \$13,538 | \$37,831 | \$44,005 | \$6,174 | \$73,440 |
| Lights & Fence & Path & Pond Maintenance | \$8,209 | \$11,252 | \$19,320 | \$8,068 | \$21,540 |
| Water & Utilities | \$611 | \$2,770 | \$10,100 | \$7,330 | \$22,500 |
| TOTAL EXPENSES | \$53,995 | \$171,216 | \$279,635 | \$108,419 | \$356,400 |
| EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES | \$5,111 | \$24,838 | (\$99,860) | \$124,698 | (\$103,855) |
| Outstanding Dues and Fines | | | | | |
| | <u>0 - 30 Days</u> | <u>30 - 60 Days</u> | <u>60 - 90 Days</u> | <u>Over 90 Days</u> | <u>Total</u> |
| Dollars | \$3,700 | \$0 | \$0 | \$0 | \$3,700 |
| # of Homes | 7 | 0 | 0 | 0 | 7 |