

**Minutes of Meeting of the Executive Board of
Somerset Estates Homeowners Association (SEHOA)
August 13, 2019
Mtn. View Fire Station, Niwot CO**

1. **Call to order** - The meeting was called to order at 6:30 PM.
2. **Quorum** - Quorum met for Executive Board meeting with Marc Arnold (MA), Bill Harris (BH), Paula Hemenway (PH), Mark Jensen (MJ), and Herb McPherson (HM) present.

Property Manager in attendance – Al Orendorff
Homeowners in attendance – None

3. **Approval of Prior Meeting Minutes** – Motion to approve minutes from the Executive Board meeting on July 23, 2019 made by BH, seconded by HM, approved unanimously.
4. **Treasurer’s Report** – Attached.
5. **Financial Planning Communication** – MJ presented a final draft of a letter to homeowners that explains the board’s financial planning process. This process includes three planning exercises: Annual Operating Plan, including funding of reserves for future maintenance and improvements; Deferred Maintenance catch-up; and Long-range planning for maintenance and improvements of our major assets. MA will post on website after minor editing. This plan includes engaging experts to advise us in three major areas: pond and irrigation infrastructure, fences, and landscaping and trees. We will begin looking for an expert arborist to advise on trees. Al Orendorff suggested Stephan Ringeberg of Boulder Tree. We will ask the Water Committee to recommend an expert for the ponds and irrigation infrastructure. PH spoke to Greg Carpenter of Carpenter Fence about the state of our fences. He recommended talking to John Quinby of Pretty Fences about staining to improve appearance and extend life. Mr. Quinby has provided estimates and is willing to stain some example sections. Mr. Carpenter is a possible expert for the fences after his retirement at the end of 2019.
6. **Property Manager’s Report** – The irrigation leak on Somerset Drive near the sidewalk will be fixed. We have a leak in the transfer line on the hill leading to pond 2. This is on Garrett Quackenbush’s list to be repaired. Al is getting the schedule for the concrete repairs on our short-term maintenance list. Al expressed a concern about the pruning of some cyprus bushes/junipers along fences as dead branches are exposed and unsightly. In some cases, the entire old growth needs to be removed. Garrett is starting to transfer water to fill pond 8. This will take a few days. We asked Al to update the short-term maintenance list with actual costs, who will do the work, and expected timing. Al noted a marked increase in civility and neighborliness in the neighborhood since SEHOA was formed. He is pleased that homeowners are making the landscaping changes requested by the ACC.
7. **Tree Pruning and Street Monument Clean Up** – Pruning of the Canadian chokecherries on Somerset Drive is completed and they look much better. Rock Solid Landscape (RSL) pruned the overgrown plantings around the street monuments along Somerset Drive at no added cost.
8. **Rental Rules Approval** – One homeowner comment was received regarding the Rental Rules final draft that was communicated in the What’s Up #30 newsletter (July 25, 2019) and posted on the website. The comment was that the Owner should initiate eviction proceedings, not the Association. After further review, the homeowner understood that what the rules require is that the lease agreement state that failure of the tenant to adhere to Association governing documents constitutes

default on the lease and a basis for the Owner to initiate eviction proceedings. Further discussion led to removal of paragraph on short-term rentals as this is better addressed in a Declaration amendment. Owners must adhere to Boulder County regulations on short-term rentals. Motion to approve Rental Rules as amended made by MJ, seconded by PH, no further discussion, approved unanimously.

- 9. Common Area Tree Maintenance/Removal around Ponds 8-11, etc.** – We are reviewing costs for removal of Russian Olives and Cottonwoods on Outlots B and C, near ponds 8 and 9, as well as costs to clear cattails out of the streams from ponds 2 to 7 and from ponds 8 to 11. The board is touring these areas on August 15 with Al Orendorff and Chris Bauer, RSL Supervisor, to better understand what is needed. We will also be touring the 27 street monument easements to inventory what is irrigated and mowed by the Association and what is done by Owners.
- 10. Draft Lot Easement Guidelines** – Discussion tabled until after the board tour of the various easements.
- 11. Preparation for Upcoming SEHOA/SSTC Joint Meeting** – The SSTC Board (Arlee Kachensky, Steve Lehan, and Beth Ryan) will be attending the August 27 SEHOA Board meeting. Arlee requested that we provide any questions we'd like them to address. Discussion that the purpose of the meeting is a social hour to get to know the SSTC board members, followed by an open discussion on how we can best work together for the benefit of our common constituents. No decisions are anticipated. The following questions will be conveyed to SSTC:
 - The chart of membership totals over the past several years
 - A list of inactive members and their arrearages (can be anonymous)
 - An update on after hours trespassing, whether the sheriff responds to calls, etc.
 - Understanding of any requirements which flow from having non-resident members (e.g. added liability, lifeguard requirements, etc.)
 - Thoughts regarding how we can work together to further improve communications about the relationship between SSTC and SEHOA, especially for new buyers/residents, to minimize the potential for confusion and ill will.
- 12. Other Business** – Discussion of break-in at home in Somerset Estates. Idea raised of installing surveillance cameras at the two street entrance points to the neighborhood to record license plates. May be impractical due to quantity of data. No decision. Also discussed replacing tall lights at Highway 52 entrance with LED lights that comply with Boulder dark sky guidelines. Question raised whether Legend Ridge ever paid for emergency road access via Somerset Estates common property.
- 13. Member Open Forum** – No discussion.
- 14. Next meeting** – Tuesday, August 27, 6:30 pm at Hemenway home, 8428 Strawberry Lane
- 15. Adjourn** - The meeting adjourned at 9:30 PM.



Paula Hemenway, Secretary
August 24, 2019

**Somerset Estates Homeowners Association
Treasurer's Report
JULY 2019**

	JULY <u>2019</u>	YTD-ACTUAL <u>2019</u>	YTD-BUDGET <u>2019</u>	YTD-VARIANCE <u>2019</u> Better/(Worse)	BUDGET <u>2019</u>																																				
INCOME and EXPENSE SUMMARY																																									
INCOME																																									
HOA DUES	\$ 47,500.00	\$ 157,900.00	\$ 146,515.00	\$ 11,385.00	\$ 222,500.00																																				
Other Income	\$ 250.00	\$ 4,193.52	\$ 1,000.00	\$ 3,193.52	\$ 1,000.00																																				
Interest	See Interest Earned On Capital One Investment Acct. - Below				\$ 115.00																																				
TOTAL INCOME	\$ 47,750.00	\$ 162,093.52	\$ 147,515.00	\$ 14,578.52	\$ 223,615.00																																				
EXPENSES																																									
Administrative	\$ 11,333.42	\$ 50,069.68	\$ 72,911.00	\$ 22,841.32	\$ 114,215.00																																				
Capital & Waterfall Repair	\$ 5,920.00	\$ 10,022.43	\$ 25,000.00	\$ 14,977.57	\$ 25,000.00																																				
Landscape Maintenance	\$ 6,219.00	\$ 33,119.46	\$ 34,175.00	\$ 1,055.54	\$ 56,350.00																																				
Lights & Fence & Path & Pond Maintenance	\$ 120.00	\$ 11,449.43	\$ 8,470.00	\$ (2,979.43)	\$ 12,150.00																																				
Utilities	\$ -	\$ 3,437.35	\$ 5,700.00	\$ 2,262.65	\$ 12,500.00																																				
Water	\$ -	\$ 810.96	\$ 1,000.00	\$ 189.04	\$ 3,400.00																																				
TOTAL EXPENSES	\$ 23,592.42	\$ 108,909.31	\$ 147,256.00	\$ 38,346.69	\$ 223,615.00																																				
NET OPERATING INCOME	\$ 24,157.58	\$ 53,184.21	\$ 259.00	\$ 52,925.21	\$ -																																				
BALANCE SHEET																																									
ASSETS																																									
Operating/Checking Account																																									
Bank of the West	\$ 28,701.56																																								
Capital One Investment Account																																									
Account (Principal) Balance	\$ 131,253.32																																								
TOTAL ASSETS	\$ 159,954.88																																								
LIABILITIES and CAPITAL																																									
Accounts Payable (pre-paid Assessments)	\$ 4,076.12																																								
Capital Stock and Retained Earning	\$ 155,878.76																																								
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