

**Minutes of Meeting of the Executive Board of  
Somerset Estates Homeowners Association (SEHOA)  
February 27, 2019  
Niwot Fire Station, CO**

1. **Call to order** - The meeting was called to order at 6:33 PM.
2. **Quorum** - Quorum met for Executive Board meeting with Marc Arnold (MA), Paula Hemenway (PH), Kip Sharp (KS), Anthony Chirikos (AC), and Susan Reilly (SR)  
  
ACC members in attendance – Larry Becker, Scott Abrahamson  
  
Homeowners in attendance – Herb McPherson, Chris Hermes
3. **Approval of Prior Meeting Minutes** - The minutes from the Executive Board meeting on February 12, 2019, as amended by AC were unanimously approved with a motion from MA, seconded by KS.
4. **Common Areas: Remedial landscaping/ Tree maintenance/Pest species**– PH made a presentation of 3 options: 1) redo street monument at Primrose and area along fence line from Primrose to Columbine; 2) over-seed the dead areas along the north side of Somerset Drive from Primrose to Longview, and along Longview Drive from Firethorn to Bellflower; 3) Combination of the other two options.

There was discussion about whether the street monuments are the top priority right now, and whether it might make sense to delay making significant changes until a master plan is considered in more detail. While option 2 may not be a perfect solution to the dead grass areas, there was consensus around this as it should represent a significant near term improvement at a relatively low cost (bid of \$5,280) while the master plan is being developed (this could take some time) . We don't want to go another season with no improvement to this highly visible area. There was discussion around the adequacy of the irrigation system, and the Property Manager will be approached to have this checked and ensure that no pre-emergent is put on these areas this year. **There was a motion passed unanimously to approve option 2, to ensure the irrigation issues are addressed in this area and that no pre-emergent is used in this area. This motion was made by PH and seconded by AC.**

Tree pruning was discussed. PH presented a proposal by 3D Tree Care to have certain trees pruned and removed, including some cottonwood trees and a large Russian olive near the tennis court on Outlot D. The price appeared reasonable, but there was some discussion around the potential screening benefit of the cottonwood trees and SR agreed to discuss with the residents on Primrose who may have a view on this. Comments from the ACC representatives were that the new standards will be encouraging homeowners to remove cottonwood trees and the HOA should be showing leadership on this. **There was a motion passed unanimously to authorize the proposal made by 3D Tree Care, subject to feedback from the immediate neighbors who may be affected. Motion made by KS and seconded by PH.**

The Board considered a lawn care proposal from Integrated Lawn Care Program. The total for the year will be \$7407, with a 7% prepayment discount of \$518. It was considered in line with last year's costs, and the benefit of the discount should be taken as the credit risk is considered very low.

**5. Review Preliminary ACC Survey Results and Further Revisions to Draft Revised Architectural and Landscaping Guidelines previously circulated to homeowners.**

The ACC presented the responses to the survey. There was feedback from 26 homeowners. This will be posted to the website, but in summary there seems to be support for SEHOA paying for fence and street monument maintenance, with homeowners paying for trimming of vegetation abutting the fencing, and broad support for the HOA facilitating a process on view corridors.

The latest draft of the Standards is progressing, updates were discussed. Some expert opinion is being sought regarding grasses and trees. Some modifications are being considered and will be brought for approval at the next meeting. A redline of the document will be sent to homeowners via a What's Up newsletter advising this will be voted on at the next meeting. AC recommended that the Standards specify that the responsibility for the cost of perimeter fence replacement has not yet been determined. Larry Becker agreed to make this change to the proposed version.

**6. Approval of Policies and Rules** – The following CCIOA-required policies were distributed, discussed and approved:

**Adoption and Amendment of Policies - motion PH, seconded KS**

**Alternate Dispute Resolution Policy- (with amendment to para 4), motion PH, seconded KS**

**Conduct of Meeting Policy - (as amended) motion AC, seconded KS**

**Conflict of Interest Policy - (as amended para 3) motion PH, seconded KS**

**Enforcement and Fines Policy - motion PH, seconded KS**

**Inspection and Copying of Records Policy - motion PH, seconded KS**

**Reserve Fund Investment Policy (as amended) - motion PH, seconded KS**

Comments were incorporated into these documents by Scott Osgood, Attorney for SEHOA.

**7. Annual Meeting Information** – details were discussed at the last meeting. The presentation is being prepared.

**8. Water Committee Update** - An update on the work of the committee was presented. The new committee is working well with the new water attorneys and proposals are expected to be presented to the Board over the next couple of months.

**9. Other Business** - 1) the Board has extended a limited Memorandum of Understanding (MOU) with SHOA, and the need for a clarification to the revised MOU was discussed and agreed. 2) There was also discussion about Board composition and the need for candidates to replace board members rotating off. MA gave an update on candidates emerging so far.

**10. Member Open Forum** – Some feedback was provided anecdotally of neighborhoods not doing well with xeriscaping. This should be considered in any future master plan deliberations.

**11. Next meeting – Tuesday, March 12, 6.30 pm at Niwot Fire Station.**

**12. Adjourn** - The meeting adjourned at 9:55 PM.

Susan Reilly

March 8, 2019