

**Minutes of Meeting of the Executive Board of
Somerset Estates Homeowners Association (SEHOA)
October 8, 2019
Mtn. View Fire Station, Niwot CO**

- 1. Call to Order and Quorum** - The meeting was called to order at 6:45 PM. Quorum met for Executive Board meeting with Marc Arnold (MA), Bill Harris (BH), Paula Hemenway (PH), and Herb McPherson (HM) present. Mark Jensen (MJ) was absent.

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

- 2. Approval of Prior Meeting Minutes** – Motion to approve minutes from the Executive Board meeting on September 24, 2019 made by HM, seconded by BH, approved unanimously.
- 3. Property Manager's Report** – Irrigation water is off for the season. Various leaks in the system are being repaired. Reviewed near term project list. Repairing the dumpster enclosure and repairing/repainting bollards at entry to pathways is waiting on availability of someone to do the work. Removal of the Russian Olive and Cottonwood trees around ponds 8 and 9 is scheduled to be done by 3D Tree on November 7. Of the \$20k approved for projects in 2019, only about \$11k will be completed this year, largely because \$6.6k to clear cattails and other vegetation from the two streams (from waterfall to pond 7 and from pond 11 to pond 8) is better done just before the start of water flow next April. We agreed to purchase new LED wreaths/garlands for the street monuments for total cost of about \$1.7k. Al to ask 3D to prune spruce tree that was burned by car fire near Cattail Dr and bill homeowner responsible for the fire.
- 4. Treasurer' Report including Preliminary Budget Discussion** – See attached for September report. HM reviewed actual expenses for 2019 and presented preliminary budgets with dues increases ranging from 0 – 10%. He asked board members to review and provide comments for discussion at the next meeting. The Member meeting for budget ratification will be on Thursday, December 5 at 7 PM at Niwot High School. The budget packet will be mailed on November 13, after the board approves the proposed budget at the November 12 meeting. HM is investigating where to put the reserves account after the “teaser” interest rate at Capital One expires in December.
- 5. Water Consultant Proposal** – Bob Uhler obtained a proposal from Lamp Rynearson to evaluate our irrigation system condition and advise us on operation and maintenance needs as part of our plan to develop mid- and long-term financial estimates. Motion to move forward in principle with the Lamp Rynearson proposal, with board to undertake appropriate due diligence on details of scope of work in concert with the Water Committee before finalizing, made by BH, seconded by HM, approved unanimously.
- 6. Review Complaint Submission** – Investigation of the complaint that building materials are being stored in a yard such that they are visible from a public pathway determined that the materials are staged for a landscaping project this fall. As such, there is no violation of the Architectural and Landscaping Standards.

7. **Fence Staining Color Selection** – Six stain colors have been placed on fence boards up the roadway to the water tower. These will be down selected to two or three once all board members have had a chance to look at them. Full sections of fence will be stained with these choices for community input. Staining of fences along Somerset Drive and Longview Drive is tentatively planned for 2020.
8. **Board Decision making Process Review and Discussion** – As we are getting past the start-up phase of SEHOA, we can begin to think about what decisions should be made at the board level and what should be delegated to the Property Manager, committees, etc.
9. **Other Business** – BH hosted a first meeting of the Road Repaving Study Group on September 26.
10. **Member Open Forum** – No discussion.
11. **Next meeting** – Tuesday, October 22, 6:00 pm at Mtn. View Fire Station, Niwot.
12. **Adjourn** - The meeting adjourned at 9:55 PM.

Paula Hemenway

Paula Hemenway, Secretary
October 15, 2019

Somerset Estates Homeowners Association

Treasurer's Report

SEPTEMBER 2019

	SEPTEMBER	YTD-ACTUAL	YTD-BUDGET	YTD-VARIANCE	BUDGET
	2019	2019	2019	2019	2019
				Better/(Worse)	
INCOME and EXPENSE SUMMARY					
INCOME					
HOA DUES	\$ 6,875.00	\$ 168,525.00	\$ 176,515.00	\$ (7,990.00)	\$ 222,500.00
Other Income	\$ 455.04	\$ 4,769.96	\$ 1,000.00	\$ 3,769.96	\$ 1,000.00
Interest	<i>See Interest Earned On Capital One Investment Acct. - Below</i>				\$ 115.00
TOTAL INCOME	\$ 7,330.04	\$ 173,294.96	\$ 177,515.00	\$ (4,220.04)	\$ 223,615.00
EXPENSES					
Administrative	\$ 5,935.83	\$ 62,780.72	\$ 92,932.00	\$ 30,151.28	\$ 114,215.00
Capital & Waterfall Repair	\$ -	\$ 10,527.93	\$ 25,000.00	\$ 14,472.07	\$ 25,000.00
Landscape Maintenance	\$ 2,698.69	\$ 45,690.43	\$ 42,900.00	\$ (2,790.43)	\$ 56,350.00
Lights & Fence & Path & Pond Maintenance	\$ 145.00	\$ 11,814.43	\$ 10,240.00	\$ (1,574.43)	\$ 12,150.00
Utilities	\$ -	\$ 5,654.79	\$ 9,700.00	\$ 4,045.21	\$ 12,500.00
Water	\$ -	\$ 3,090.96	\$ 3,400.00	\$ 309.04	\$ 3,400.00
TOTAL EXPENSES	\$ 8,779.52	\$ 139,559.26	\$ 184,172.00	\$ 44,612.74	\$ 223,615.00
NET OPERATING INCOME	\$ (1,449.48)	\$ 33,735.70	\$ (6,657.00)	\$ 40,392.70	\$ -
BALANCE SHEET					
ASSETS					
Operating/Checking Account					
Bank of the West		\$ 29,984.13			
Capital One Investment Account					
Account (Principal) Balance		\$ 131,916.09			
TOTAL ASSETS		\$ 161,900.22			
LIABILITIES and CAPITAL					
Accounts Payable (pre-paid Assessments)		\$ 24,807.20			
Capital Stock and Retained Earning		\$ 137,093.02			
TOTAL LIABILITIES & CAPITAL		\$ 161,900.22			
* Interest~ Capital One Investment Acct.	\$ 216.49	\$ 1,916.09	\$ 86.25	\$ 1,829.84	\$ 115.00
* Legal + Professional Fees Re: Resolution of Assets	\$ 1,782.00	\$ 35,909.92	\$ 62,000.00	\$ 26,090.08	\$ 77,000.00
* Legal & Accounting & Property Mgr.	\$ 1,075.00	\$ 10,930.36	\$ 19,982.00	\$ 9,051.64	\$ 23,235.00
* Mowing	\$ 2,725.00	\$ 12,070.00	\$ 12,175.00	\$ 105.00	\$ 16,500.00
* Irrigation/Ponds Maintenance & Repair	\$ -	\$ 13,571.50	\$ 14,500.00	\$ 928.50	\$ 19,000.00
* MOU Split w/SHOA	\$ 2,816.37	\$ 14,731.63			
	30 Days	60 Days	90 Days	Over 90 Days	
Dues Outstanding - \$658.32	\$6.24 / 3 Homes	\$27.08 / 3 Homes	\$0. / 0 Homes	\$625 / 1 Homes	