

**Minutes of Meeting of the Executive Board of  
Somerset Estates Homeowners Association (SEHOA)  
July 9, 2019  
Mtn. View Fire Station, Niwot CO**

- 1. Call to order** - The meeting was called to order at 6:32 PM.
- 2. Quorum** - Quorum met for Executive Board meeting with Marc Arnold (MA), Paula Hemenway (PH), and Herb McPherson (HM) present. Bill Harris (BH) and Mark Jensen (MJ) were absent.

Homeowners in attendance – None

Property Manager in attendance – Al Orendorff

Guests – Craig Rahenkamp, Niwot Community Association (NCA) liaison to Boulder County

- 3. Approval of Prior Meeting Minutes** – Motion to approve minutes from the Executive Board meeting on June 26, 2019 with corrected Treasurer’s Report made by HM, seconded by MA, approved unanimously.
- 4. Property Manager’s Report** – Bare areas are filling in with a combination of grass and weeds. About ready to spray weeds. We are still using river run water from the ditch that doesn’t count against our allotment. This may continue until mid-July. Al is looking at alternative ways to measure the amount of water taken from the ditch. Board requested that Al include John Ryan and Bob Uhler on any discussions of possible modifications to the water system. Board agreed that we should do a more thorough pruning of chokecherries along Somerset Drive and near the SSTC parking lot, at a cost of \$3900. Al has requested a cost to remove the Russian Olives on Outlot C.
- 5. Near-Term Maintenance Items** – The process for prioritizing maintenance requests is unclear. PH to discuss with MJ the Board’s process for prioritizing short-term projects paid for out of the operating budget, as compared to long-term projects funded by reserves. PH will then meet with Al Orendorff to establish projects and associated costs for the remainder of 2019.
- 6. Ballot and Proxy Procedures and Guidelines** – The draft document was available for comment and discussed at the June 11 board meeting. The revised draft was further reviewed by Scott Osgood, legal counsel to SEHOA. His suggested changes were incorporated into a final version. After discussion and receiving no comments, motion by HM to approve Ballot and Proxy Procedures and Guidelines dated July 9, 2019, seconded by PH, approved unanimously.
- 7. Draft Rental Rules** – Continued discussion of draft rental rules as allowed by the Declaration, Section 6.2.6. Revised draft incorporates changes suggested by Scott Osgood. We are also reviewing language contained in rules for other HOAs and the Boulder County regulations on rentals, which homeowners are obligated to follow in addition to Association rules (which may not be less restrictive, but may be more restrictive, than County regulations). Final draft will be prepared after a follow-up discussion with Mr. Osgood, then communicated in the What’s Up newsletter for homeowner comment, prior to final board approval.

- 8. Draft Lot Easement Guidelines/Infrastructure Discussion** – Postponed until all board members are present.
- 9. Niwot Open Space Closure and County Fencing** – Craig Rahenkamp of NCA provided background information on the sandstone formations on the east side of the County open space adjacent to the south side of Somerset Estates. Sue Hirschfeld, naturalist for Boulder County, first surveyed this area in 2012. In 2015-2016, she reported to the County that it might want to protect this area from further erosion. Prior to this, County rangers encouraged Niwot residents to visit and explore the area. A low log fence was installed along a portion of the gravel trail next to the formations in 2016, along with explanatory signage. The NCA has conducted tours twice a year to explain why the area needs to be protected. In spring of this year, the County Commissioners designated this as a closed area, meaning that it is unlawful to go into the area on the east side of the open space. A variety of fence options and locations to protect the closed area have been discussed. The NCA has encouraged only minimal fencing with signage (the original signage was removed after 2016) to educate people not to enter the area. The NCA has photographic evidence that most of the erosion between 2012 and 2019 occurred before the log fence was installed in 2016. PH noted that she walks this trail once or twice a day, sees the area from her home, and has not observed anyone on the sandstone. Mr. Rahenkamp will include PH and BH in further communications and meetings. Additional fencing may be installed as early as the end of July, so MA will prepare a What's Up newsletter article to inform our homeowners about the situation.
- 10. Treasurer's Report** – Please see attached. Year-to-date income is \$7,546.48 under budget and expenses are \$47,508.61 under budget. Part of the reason the income is under budget is that some dues were prepaid in 2018, so those funds were accounted for in 2018 and are now in our reserves account. HM is working with Al Orendorff to make sure all expenses are accounted for in the account number that matches the budget for that expense.
- 11. Other Business** – An electronic invitation for the Summer Social will go to all email addresses provided to the Association by homeowners. Guest list emails will not be visible to homeowners.
- Some homeowners are working with neighbors in Autumn Ridge on the removal of Cottonwood trees and may need to remove a fence post on the common area gravel path for equipment. No objection to this.
- 12. Member Open Forum** – No discussion.
- 13. Next meeting** – Tuesday, July 23, 6:30 pm at Niwot Fire Station.
- 14. Adjourn** - The meeting adjourned at 9:00 PM.

*Paula Hemenway*

Paula Hemenway, Secretary  
July 14, 2019

**Somerset Estates Homeowners Association**

**Treasurer's Report**

**JUNE 2019**

	<b>JUNE</b>	<b>YTD-ACTUAL</b>	<b>YTD-BUDGET</b>	<b>YTD-VARIANCE</b>	<b>BUDGET</b>
	<b>2019</b>	<b>2019</b>	<b>2019</b>	<b>2019</b>	<b>2019</b>
				Better/(Worse)	
<b>INCOME and EXPENSE SUMMARY</b>					
<b>INCOME</b>					
HOA DUES	\$ 3,125.00	\$ 110,400.00	\$ 120,890.00	\$ (10,490.00)	\$ 222,500.00
Other Income	\$ 137.84	\$ 3,943.52	\$ 1,000.00	\$ 2,943.52	\$ 1,000.00
Interest	See Interest Earned On Capital One Investment Acct. - Below				\$ 115.00
<b>TOTAL INCOME</b>	\$ 3,262.84	\$ 114,343.52	\$ 121,890.00	\$ (7,546.48)	\$ 223,615.00
<b>EXPENSES</b>					
Administrative	\$ 1,890.90	\$ 38,736.26	\$ 66,653.00	\$ 27,916.74	\$ 114,215.00
Capital & Waterfall Repair	\$ -	\$ 4,102.43	\$ 25,000.00	\$ 20,897.57	\$ 25,000.00
Landscape Maintenance	\$ 6,516.09	\$ 26,900.46	\$ 28,962.50	\$ 2,062.04	\$ 56,350.00
Lights & Fence & Path & Pond Maintenance	\$ 9,269.77	\$ 11,329.43	\$ 7,510.00	\$ (3,819.43)	\$ 12,150.00
Utilities	\$ 1,200.62	\$ 3,437.35	\$ 3,700.00	\$ 262.65	\$ 12,500.00
Water	\$ 400.00	\$ 810.96	\$ 1,000.00	\$ 189.04	\$ 3,400.00
<b>TOTAL EXPENSES</b>	\$ 19,277.38	\$ 85,316.89	\$ 132,825.50	\$ 47,508.61	\$ 223,615.00
<b>NET OPERATING INCOME</b>	\$ (16,014.54)	\$ 29,026.63	\$ (10,935.50)	\$ 39,962.13	\$ -
<b>BALANCE SHEET</b>					
<b>ASSETS</b>					
<b>Operating/Checking Account</b>					
Bank of the West		\$ 23,343.98			
<b>Capital One Investment Account</b>					
Account (Principal) Balance		\$ 131,253.32			
<b>TOTAL ASSETS</b>		\$ 154,597.30			
<b>LIABILITIES and CAPITAL</b>					
Accounts Payable (pre-paid Assessments)		\$ 22,876.12			
Capital Stock and Retained Earning		\$ 131,721.18			
<b>TOTAL LIABILITIES &amp; CAPITAL</b>		\$ 154,597.30			
* Interest~ Capital One Investment Acct.	\$ 215.40	\$ 1,253.32	\$ 57.50	\$ 1,195.82	\$ 115.00
* Legal Re: Resolution of Assets	\$ -	\$ 20,755.89	\$ 35,000.00	\$ 14,244.11	\$ 65,000.00
* Legal & Accounting & Property Mgr.	\$ 1,525.00	\$ 7,705.36	\$ 16,733.00	\$ 9,027.64	\$ 23,235.00
* Mowing	\$ 2,180.00	\$ 3,270.00	\$ 5,887.50	\$ 2,617.50	\$ 16,500.00
* Irrigation/Ponds Maintenance & Repair	\$ 7,514.13	\$ 7,578.00	\$ 4,500.00	\$ (3,078.00)	\$ 19,000.00
* MOU Split w/SHOA	\$ 1,661.70	\$ 4,715.74			
Dues Outstanding - \$3,219.29	30 Days	60 Days	90 Days	Over 90 Days	
	\$6.54 / 5 Homes	\$6.51 / 3 Homes	\$3206.24 / 5 Homes	\$0.00 / 0 Home	