

**Minutes of Meeting of the Executive Board of  
Somerset Estates Homeowners Association (SEHOA)  
April 23, 2019  
Niwot Fire Station, 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.

Committee Members and Homeowners in attendance - None

3. **Approval of Prior Meeting Minutes** – Motion to approve minutes from the Executive Board meeting on April 9, 2019 made by MJ, seconded by HM, approved unanimously.
4. **Remaining Policies and Rules** – Discussed status of policies and rules as follows:

CCIOA–required: Need to adopt policy concerning reserve study; PH to look for examples and prepare draft.

Declaration rules:

Maintenance of Drainage/Storm Sewer Facilities – PH to discuss maintenance program with Al Orendorff and whether further documentation is needed.

Rental rules – discussed short term rentals and the need to draft rules for board approval.

Animal rules – agreed that rules contained in Declaration Section 6.2.8 are sufficient for now.

Parking rules – agreed that rules contained in Declaration Section 6.3.8 are sufficient for now.

Review of ACC Decisions – The ACC is to propose new draft version.

Insurance Deductibles and Procedures – agreed that rules contained in Declaration Sections 8.5 and 8.11 are sufficient for now.

We also discussed adopting rules regarding voting procedures, ballots and proxies. PH to prepare draft for board discussion and review by Scott Osgood, counsel to SEHOA.

5. **Maintenance Item List** – Al Orendorff provided a list of open maintenance items, along with a list compiled by Garrett Quackenbush. MA distributed copies of the 2014 reserve study (for the combined SHOA) and spreadsheets with breakdown of items in the reserve study that are specific to Somerset Estates. This work was done by the SHOA Separation Committee in 2017-2018. All of this information needs to be reviewed and consolidated into a single project list and associated financial plan. As fences are a major part of the reserve study cost, we need to review legal aspects of fence repair, maintenance, and replacement. We will prepare questions for Osgood, including idea of establishing limited common elements and documenting HOA responsibility with

individual homeowners. PH to look specifically at fences; MJ and BH to tackle the organization of the information we have in hand.

We discussed getting some flowers planted this spring. Proposal from RSL for almost \$11k was deemed to be too expensive. Garret Quackenbush proposed around \$5k, but without including bushes in the middle bare dirt area on the median near Hwy 52. Agreement that we'd rather see some plantings in this area and not in the north patch of dirt on the median, which could be seeded with grass along with the other seeding planned for early May. We discussed a variety of possible plants to use, especially those that are rabbit-resistant. Motion to approve up to \$6000 for Garrett Quackenbush to plant colorful plants in two areas of the median and around the waterfall, as well as repair the torn landscape cloth near the waterfall and cover with mulch. Made by HM, seconded by BH, approved unanimously.

7. **Other Business** – None
8. **Member Open Forum** – No discussion.
9. **Next meeting** – Tuesday, May 14th, 6:30 pm at Niwot Fire Station.
10. **Adjourn** - The meeting adjourned at 9:28 PM.



Paula Hemenway, Secretary  
April 30, 2019