

## **Somerset Property Owners Association Meeting**

**February 9, 2012**

In attendance: *John Stafford, President; Louise O'Donnell, Secretary; Treasurer; Rosemary Bulman; Mike McCoy, guest: Mandy Anderson*

Absent: *Nick Lauter, Marc Peterson, Tom Carey*

-The meeting was called to order at 7:00 p.m.

-Mike moved to accept the minutes of the last meeting. Rosemary seconded. Unanimous aye vote. Minutes accepted.

-Discussion about pruning the trees in the medians on Stange for safety reasons, and trimming the burning bushes in the Crescent at the same time. Louise moved to OK expenditures for pruning up to \$1000. Rosemary seconded. Passed unanimously.

-Mike brought up the issue of the apartment buildings trimming their trees, especially on Aspen. John will contact the building owners personally when he talks to them about voting their proxies. He will ask if they want us to trim their trees at the same time as we do our own and then bill them.

-John received the Tru-Green bid for weed and fertilizer application. It includes 4 treatments. Louise moved to accept the bid and Mike seconded. Unanimous aye vote. Bid accepted.

-We received a new quote from PSA for mowing and lawn care. It is about \$200 more than last year. Rosemary requested that they be asked to pick up the garbage when mowing around the lake. Louise moved to accept the bid, Rosemary seconded it. Unanimous aye vote. Bid accepted.

-Discussion – the treatment of Lake Somerset for pond scum. We will make the decision after getting a bid on chemical treatments. An option is aeration, and the opinion is to try the chemicals for a whole cycle to see how they work.

-We are still recruiting for 2 Board members. We have some possibilities.

- re: the situation with quorum requirements for a valid vote during the annual meetings. As it stands right now we must hold at least 2 annual meeting attempts to get a valid quorum. To change this by-law requirement would require an intense effort and a vote of 75% of the property owners. We acknowledge that the standard modus operandi is acceptable at this time. The fact that each meeting held requires a mailing of up to an estimated \$250 in cost was considered.

- Mainstream Living, a non-profit residence home in Somerset, is not on our books for dues. We will request a letter from Mainstream which asks for a waiver of the dues because of their non-profit status. We will then grant the waiver and keep it on record. John will follow up.

-re: a written request to waive a late fee for dues was denied by vote of the Board.

-Meeting adjourned at 8:05 p.m.



**Somerset Property Owners Association Annual Meeting – Second Attempt**

**March 15, 2012**

In attendance: *John Stafford, President; Louise O'Donnell, Secretary; Marc Peterson, Treasurer; Rosemary Bulman; Mike McCoy, Tom Carey*

Absent: *Nick Lauter, Vice-President*

*Approximately 5 residents in attendance.*

-The meeting was called to order at 7:00 p.m.

Secretary O'Donnell and Treasurer Peterson counted votes. Plus the proxy tally it was declared by the President that we had exceeded the quorum required to conduct the official annual meeting. The tally added up to 177 votes.

Rosemary Bulman resigned her position on the Board. Nick Lauter and Marc Peterson's terms are up and they are not putting themselves up for re-election. Three Board positions were available for nomination. Stafford announced that three people had submitted in writing their desire to be on the Board: Jake Talbott, Mandi Anderson, and Jen Brekke. He then asked for nominations from the floor and there were none. Stafford called for a vote on the new members, ballot by acclamation. The vote was a unanimous aye.

The Board extended their thank yous to the retiring Board members for their thoughtful contributions and efforts.

The minutes from the 2011 annual meeting were reviewed and accepted as written with a unanimous aye vote.

President Stafford reviewed the Board's 2011 activities including changes in tree maintenance; implementing a program to build reserves to deal with anticipated path repair, new park areas, aging trees, pavilion repair, Lake Somerset maintenance, and emergency landscaping. There was discussion from the floor about the Lake Somerset maintenance. Proper and additional signage, fish stocking, and algae and erosion maintenance are on the docket for future Board meetings.

Marc Peterson conducted a financial review of 2011 and presented the budget for 2012. There are about 5% of the current dues outstanding for 2012. Marc commented that he anticipated achieving the budgeted income. The budget marks 10% of the income for the reserve. Designated funds not spent at the end of the year also go into the reserve. Tom moved to accept the budget and Rosemary seconded. The aye vote was unanimous.

Election of officers was conducted by the Board. John Stafford was put forth as President, Mike McCoy as Vice-President, Louise O'Donnell as Secretary, and Mandy Anderson as Treasurer. An acclamation ballot was called. Unanimous aye vote.

The meeting adjourned at 7:30.

## **Somerset Property Owners Association Meeting**

**April 3, 2012**

In attendance: *John Stafford, President; Mike McCoy, Vice-President; Louise O'Donnell, Secretary; Mandi Anderson, Treasurer; Tom Carey; Jake Talbott; Jen Brekke*

*Guest: Marc Peterson*

-The meeting was called to order at 7:00 p.m.

-John extended a welcome to the new Board members. He put forth that Rosemary Bulman's term, which she resigned, is for a remaining 2 years. Jen Brekke assumed Rosemary's position on the Board, and Jake and Mandi will do the normal 3 year rotation. John requested the new members' preferred email addresses for posting on the web site.

-Mike moved to accept the minutes of the last regular meeting. Jake seconded. Unanimous aye vote. Minutes accepted.

-John presented a bid from Good Life Landscaping quoting on our 7 flower beds' maintenance and other services, including weeding, spot treatment, and fertilizing 3 times per growing season; thinning and pruning of the shrubs; an estimate of redoing old beds; top dressing of beds as needed; pruning on boulevard trees; and tree service on park area trees annually. The Board discussed only 2 flower bed treatments per year, then Mandi moved on authorizing and prepaying for the bed maintenance; shrub pruning; estimate of flower bed redos; and fertilizing of underdeveloped specimens. Tom seconded and there was a unanimous aye vote. Prepayment will qualify for an 8% discount.

-Pruning work has already been completed on the median trees on Stange.

-RE: Lake Somerset. John reviewed the bid from The Iowa Pond Guy. The bid broached 2 options to rid the Lake of algae growth. The program includes aeration and the addition of bacteria and herbicides, all safe for wildlife. The cost of the installation of the aeration system we are interested in is \$4575. The Board had a few suggestions. Is there a yearly service of the aeration system and what does it cost? Will the yearly treatments be reduced as the algae lessens? Can he bid on fountain maintenance also?

Louise moved to accept the proposal contingent on additional info being supplied as requested and authorizing John to proceed. Mike seconded and there was a unanimous aye vote.

-Louise brought up the trash accumulated around the development in public areas and in private areas also. The Board discussed several ideas to facilitate trash pick up. It was decided that we will schedule a trash pick up day and make it a social occasion for the residents. Jen will head up the planning and execution of the event. The date is a tentative Sunday afternoon in May, perhaps Memorial Day weekend. We will do flyers and use email to get the word out.

-John will communicate with the moving crew to remind them to pick up the trash before mowing the public areas.

-The Board discussed the accumulation of trash at the bus stops. The question is if CyRide will put up trash bins. Jake will follow up with CyRide about bus shelters and trash receptacles. Question on who would care for the trash bins.

-The signage project was resurrected from last fall. Mike will call and research making signs for around Lake Somerset and in the public areas where needed. Mike needs a list of what is needed and logo art for use on the signs.

-Marc reported on the budget and expenditures year to date. 8 residents have not paid their dues. Marc will work with Katie to issue the certified letter warning of our placement of a lien on the residents' properties. One outstanding lien needs to be refreshed. Marc will follow up.

-The newsletter was discussed. It was decided to do a summer issue. The dissemination of information by email was considered. Right now we have only 177 email addresses. There may be more available from the last dues payments. John will check. There is difficulty in registering on the web site. John will check with Bruce about it.

-Mike will follow up on painting bids for the entrance sign and for the pavilion.

-Jen requested adding to the next agenda a discussion of social events.

-The meeting adjourned at 8:50.

## **Somerset Property Owners Association Meeting**

**June 7, 2012**

In attendance: *John Stafford, President; Mike McCoy, Vice-President; Louise O'Donnell, Secretary; Mandi Anderson, Treasurer; Tom Carey; Jake Talbott; Don Lambert, Liason*  
Absent: *Jen Brekke*

-The meeting was called to order at 7:00 p.m.

-Nathan Thompson, Good Life Landscaping was in attendance.

-Mandi moved to accept the minutes of the last regular meeting. Mike seconded. Unanimous aye vote. Minutes accepted.

- Comments on PSA's mowing performance were positive.

-Landscape maintenance – spots of weeds have been noticed. Also we need to keep an eye on the areas that Century Link disturbed during installation (lawn areas). John will draft a letter and have Katie send it to residents, reminding them to "limb up" their parkway trees. Debate on whether to include a phone number for help. This reminder will also go into the newsletter.

-Nathan Thompson from Good Life Landscaping spoke. He is working on recommendations for the Grove, Landon's Lawn, the Crescent Lawn, the Commercial Crescent, the entrance sign and the north sign. He requested input into the recommendations. He was asked if he could do the improvements in stages and he replied that he could. Low maintenance improvements were emphasized. There have been comments about the 24<sup>th</sup> and Kent entrance to the development, the shrubs looking messy along the walk path. Mike moved to authorize Nathan to clean the area up, Mandi seconded. 5 ayes, one nay. The motion was passed. John will have a follow up meeting with Nathan .

-It was agreed to keep a discussion about mowing the 24<sup>th</sup> street ditch area on the agenda for the next meeting.

-Don will follow up on cutting out some of the crown vetch around Lake Somerset. He will also follow up with Nathan on clearing some of the scrub trees around the lake.

-The scum in the lake is as bad as it ever was. We will get the Pond Guy to come out and look at the problem. He is due for another application of bacteria soon also. John will follow up.

-Saturday June 16 Nick Lauter and Bruce Bonestroo have volunteered to go around and remove stakes and dead trees. They may plant some trees also. Those who can may volunteer to help.

--Limited progress has been made on bids for painting the entrance sign and the pavilion. Mike has some leads.

-The decking on the pavilion has had some comments. The subject remains on the agenda.

-There was a discussion about signage in our public areas. The placement of the signs near the pavilion was discussed. Perhaps combining several messages on one sign was also discussed.

Louise moved to authorize Mike to proceed on signage for the needed areas, including installation. Jake seconded. Unanimous aye. The motion passed.

-Remaining on the agenda for our next meeting, a social event.

-Mandi reported on the financials. Dues are almost paid up with just 3 outstanding. Our largest bill was for the pond aeration.

-Jake reported on an inquiry to CyRide about bus stop shelters. They are indicating that there will be no opportunity for shelters/benches in the future.

-Re: the newsletter, we will discuss at the next meeting. Louise will email the Board before the next meeting and ask for ideas/articles for inclusion.

-Next meeting July 12, 7 p.m.

-Meeting adjourned at 8:50.

## **Somerset Property Owners Association Meeting**

**July 12, 2012**

*In attendance: John Stafford, President; Mike McCoy, Vice-President; Louise O'Donnell, Secretary; Mandi Anderson, Treasurer; Tom Carey; Don Lambert, Liaison*

*Absent: Jen Brekke, Jake Talbott*

-The meeting was called to order at 7:00 p.m.

-Mike moved to accept the minutes of the last regular meeting. Tom seconded. Unanimous aye vote. Minutes accepted.

-Liens will be placed on 3 properties by the 18<sup>th</sup> – and issued the 19<sup>th</sup> – Rivera, Ihle, and Bauman.

-The Board considered a request from the Street Art Project to paint an intersection in Somerset. They decided not to participate at this time. Perhaps have the Street Art Project folks write about it and put it in the newsletter for consideration..

-The Board considered a request for an OK per the covenants for a swimming pool which is not totally above ground. The covenants forbid an above-ground pool. We are OK with the design the resident submitted, but we want to see the final plans before building starts. Mike will communicate with the resident.

-Board member Jan Brekke would like to organize a social event for Somerset. A tentative date is August 25<sup>th</sup>, perhaps in The Grove.

-The newsletter was discussed. Its timing will be driven by the social event announcement. August 15 is a tentative date for mailing.

-The Board decided not to mow the 24<sup>th</sup> Street drainage ditch at this time. The 24<sup>th</sup> Street and Kent Street entrance has been cleaned up satisfactorily.

-The Board discussed tree thinning around Lake Somerset. The bid received was more than expected. The decision was made to not do the work with volunteer labor. Louise moved to accept the bid from Good Life, including all work enumerated on the project, and Tom seconded. Unanimous aye vote. Bid accepted.

-Mike submitted the quotes he had solicited for painting the Pavilion and the sign on Stange. One was extremely high and one very low. The Board decided to request more bids. Mike will do. Tom will get him a couple more sources.

-Re: signage in Somerset public areas, keep on the agenda until next meeting.

-Mandi reported that the financial reports were all on track.

-Don updated the Board on Townhouse/Rowhouse status.

-Meeting adjourned at 8:25.





## **Somerset Property Owners Association Meeting**

**October 11, 2012**

In attendance: *John Stafford, President; Mike McCoy, Vice-President; Louise O'Donnell, Secretary; Mandi Anderson, Treasurer; Jen Brekke; Jake Talbott; Tom Carey; Don Lambert, Liason*

-The meeting was called to order at 7:30 p.m.

-Mike moved to accept the Sept. 17 minutes. Jake seconded. Unanimous vote. Minutes accepted.

-Autumn Social

-There was discussion on a budget. Louise moved to cut Jen Brekke a check for \$500 for the social, Tom seconded. Unanimous aye vote.

-John will send out an email the week of the social.

-The time is now 4-6:30 on October 28.

-We will have proxy sheets there for anyone who wants to sign off early for the annual meeting.

-We will also be soliciting for possible board members. John will bring literature.

-Landscape projects:

-24<sup>th</sup> Street ditches are mowed. Looks like a good job by PSA.

-Mike moved to renew the contract with Tru-Green for weed control next year, at \$1100 per application. Jake seconded. Unanimous aye vote.

-We will hold off on PSA's suggestion for aeration. Reconsider next year.

-We will inspect the public areas next year for possible reseeding of the grass.

-Mike reported the painting of the Pavilion and the Stange entrance sign is all done.

-Mike reported the signage throughout Somerset is all done also.

-Mandi reported on the financials.

-We are in good shape against the budget. There are only 2 outstanding unpaid dues situations, both have liens against them, both of them long term delinquents.

-Our CD matured and we have \$12,000 of reserve money to reinvest.

-GICU classifies us as a business which gives us a very low interest rate. GICU does not at this time have a financial adviser and is hiring one. There is a possibility that person could visit our board meeting after they are in place.

-We will not invest in any risky investments, only FDIC insured. We will look at a plan at the end of the year to stagger CD's to keep the funds accessible.

-We will discuss after the first of the year.

-Winter planning

-John presented the snow removal map. We have no new contract yet with Landscape by Design, last year's vendor. We pay by the service and we do not prepay. John will contact them.

-John is working on website updates.

-The school property was sold along Geo. Washington Carver, approved by the School Board this week.

-We anticipate more revenue for the SPOA if this is residential. Right now it is zoned as Somerset.

-Keep our eyes peeled for any city or planning and zoning meetings.

-There is a concern about runoff from any new development.

-Our management agreement with PSA is up at the end of the year and they want to renew by the end of October. The Board ok'd renewal.

-The procedures, proxy form, and agenda for the annual meeting were handed out by John.

-We need to recruit new board members. Louise, John, and Mike's terms are up.

-Don reported the TH/RH has let Klatt go as their management, and Katie will do it for them once again, per Chuck Winkleback. He doesn't know if she will be located in the Clubhouse.

-John mentioned there is a Neighborhood Summit at the City Council Chambers at 8 pm on the 16<sup>th</sup> if anyone wants to attend.

-There are large cracks in the sidewalk by the Grove which were caused by Qwest, now Century Link. Louise will call Public Works to find out what can be done in this situation.

-Tom reported that the vendor he spoke to will resurface 30-40 feet of the 24<sup>th</sup> street asphalt path at no charge to demonstrate his treatment. Tom will get a site plan.

The meeting adjourned at 8:45.