

Minutes of the Pelican Pointe Homeowners Association
Board of Directors Meeting
February 8, 2016

The meeting was called to order by Cathy Moore. Those present included Marcia Helfant, Cathy Moore, Caryl Shipley, Steve Susman, Elly Valas, Rowan Allen and Shawna Allen as well as four homeowners.

During the Homeowner Forum the Board gave final approval to Linda Corry's request to install a new fireplace with venting through the stone wall behind it.

Rowan Allen was tasked to look into the gutter and leaking on the exterior of Gil Wierschke's unit NN102 even before roofing proceeds.

Mr. Wrenschke also submitted suggested text relating to the water pit diagrams he has developed for the community that he thought would help clarify them to homeowners. Ms. Moore will review and edit as needed before posting.

Elly Valas was confirmed as Secretary of the Board.

Cathy Moore gave the President's report

- All pertinent documents are now on the website www.pelicanpointe.net
- The financial audit is ready to begin when the auditors get the needed information from CPMG. Tax returns have been completed and are ready to be filed.

Committee reports were given

- Lunch Bunch will now meet on Wednesdays. Next one is the third Wednesday the 17th at the Olive Garden.
- There were no new Welcome Committee visits. Sheila will visit with the two new owners in B101 and B102 in the near future. CC102 is a pending sale that hasn't closed. Sheila Powell has received new handbooks to use in the Welcome Committee visits.
- Website committee—handbooks and residents' directory are now on the web. The diagram and maps section now includes the water pit diagram.
- Board agreed that only a rolling one year's previous minutes be included on the website.
- Annual minutes are now on the website back to 2014. 2015 draft minutes will be posted as well.
- Newsletter deadline for the next issue is February 26th.
- No report from the Landscape Committee.
- Design Review committee had approved Linda Corry's request regarding the venting of her new fireplace through the stone wall behind it.

Steve Susman has completed the new roster for Pelican Pointe homeowners and renters. Steve will try to contact those whose email addresses are incorrect and whose messages have bounced back.

The Board approved the minutes for the January 11, 2016 minutes.

Manager's Report

- CPMG has deposited some checks that were sent to CPMG instead of Allen Associates. Shawna Allen asked Steve to reach out to Mutual of Omaha to stop accepting checks from our residents and to obtain transaction history starting Dec 31, 2015 through the day he requests them.
- Shawna is continuing to go through the files that they received from CPMG.
- Ms. Allen suggested that because of our requirement to have two signatures on checks over \$500, Mr. Allen be removed as a signatory on our bank accounts and that only she have the ability to sign them.
- Maintenance and Repairs—Rowan has walked the property with Jim Cuellar to determine new paint options that will match older paint—some paint codes are expired and no longer available.
- C105 issue regarding parking rental car in guest parking has been resolved. Her boyfriend bought the unit and they have a third car. Shawna has denied her request and suggested parking the rental or the damaged car on the street.
- Rowan will look into the rotted siding in G104. There are also reported problems with bulging siding on HH103 and I101.
- We received Frank Parker's request to pay for his newly replaced garage door. He paid more than we would have paid for the new door and has requested reimbursement for half of the cost. Ms. Helfant moved and Ms. Valas seconded that the Board instead approve reimbursement for the amount we usually pay for door replacement (\$960). The motion passed. Steve to forward Frank's receipt to AAI for reimbursement.
- In light of the incident described previously, Mr. Susman will include something in the next letter reminding homeowners that any needed repairs that might be paid for by the Association must be pre-approved by our management company *before* the repairs are completed. The Board will then confirm that the Association is or is not responsible and will contract for the necessary repair.

The Board next reviewed the three proposals for landscaping services for our property. Mr. Allen has used both CoCal and MCLS and recommended that CoCal had better resources to adequately meet our needs. Although all three bids were fairly comprehensive, the Board acknowledged that there would be some additional expenses in any estimate presented. Ms. Helfant moved to contract with CoCal for lawn, irrigation and foliage maintenance for the coming season. Ms. Shipley seconded the motion which carried with one Board member opposed.

The Board discussed the proposals receive for tree maintenance. They determined that there was no need to issue separate contract for tree trimming and spraying. After discussion, Ms. Helfant moved to contract with Mile High Tree Service and Ms. Shipley seconded. The motion carried.

Mr. Allen reported that Western Access will get the necessary gate codes for the Door King software so that we can enter new residents into the system. He will also confirm quarterly preventative maintenance of the gate with Western Access.

Mr. Susman asked that Mr. Allen check the front pedestrian gate to see if that lock needs to be replaced.

Mr. Allen will work with CoCal to see what recommendations they have for replacing the front entrance walls. Mr. Susman also suggested A & A retaining walls—Dave Skudneski. Both Mr. Susman and Ms. Valas may have contacts with architects who could look into designing a new entrance.

Mr. Susman moved to accept the December, 2015 financial statements received from CPMG. The motion passed.

Ms. Valas moved to accept the January, 2016 financial presents by Allen Associates. The motion passed.

Mr. Susman moved to approve the bid for approximately \$96,000 from Mountain Reach Seamless Gutter to replace the gutters in conjunction with our roof replacement project. Ms. Helfant seconded the motion which carried with one abstention. Steve has requested that the bills for this project are mailed to his address, once he approves the project progression, he will send to AAI for disbursement of checks.

The Board discussed Jim Cuellar's need for more consistent payment. The Board authorized payment of \$30 per hour for a consistent 30 hours per week for the balance of this year.

The meeting was adjourned to Executive Session. The meeting was adjourned at 8:25 pm.