

**Minutes of the Pelican Pointe Homeowners Association
Board of Directors Meeting
April 11, 2016**

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

During the homeowner's forum, Sandy Lively F101 requested that the landscape committee address the dead bushes in front of her unit. The Committee will work with our management committee and Allen Associates Inc. to resolve the issue.

Mallory Bitzer explained the process of slurry coating recommended for our asphalt. Slurry coat is a covering of aggregate, lime and oil that is laid down over the asphalt to seal the roadway. It is a process in place of seal coating that we have done previously. Cities and municipalities use slurry coat to maintain roadways. It lasts about 5 years as opposed to other applications that only last 2 – 3 years. Cracks would be filled first before the slurry is applied. Maintenance includes infra-red sealing and patching to keep water, etc. from the underlying asphalt.

The bid from A-1 Chipseal was \$29,543.65. Marcia proposed that we accept the bid for slurry as presented. Steve seconded the motion which was passed unanimously.

The board agreed to have Victor Valks paid monthly by Allen Associates for web support.

Newsletter deadline is the 17th of April. Shawna will add any other information that comes in before publication.

Landscape Committee

The committee did a walk thru in August- September of 2015. Caryl and Shawna will create a spreadsheet of work that has to be done including private planting. Private planting may be done by CoCal but the landscape committee will need to approve the plants selected. The homeowner will have to pay for both the plant (purchased by CoCal) and the labor to plant them. Those requests must come to the board because of the possible liability for additional maintenance or water. The committee will meet soon to do a walk-thru comparing the list from last year with what now needs to be done.

Design Review Committee will continue with Elly and Marcia as members.

Social and Welcoming Committee

Sheila reported on the activities of the Social and Welcoming committee. The Champagne brunch is scheduled for June 5. 11 am– 1 pm.

The Welcoming Committee will schedule a visit with a tenant in EE-101-- Melissa Eggleston.

The Minutes of the March 14th meeting were approved as amended.

Sally Altberger received an invoice from Plant Escape for planting our entry and flower box plantings. Shawna will follow up to get their insurance information, etc. If planting and maintaining our flower box is to be included in their scope of work, we should be sure that is noted in their invoice/contract.

Manager's Report

Shawna reported that the ACH payment system will be turned on Wednesday, April 13th. Homeowners will be notified that the May payment can be made via the new ACH system.

Key Bank paperwork has been completed. Steve reported that he will contact Mutual of Omaha to close out our remaining account.

Steve moved to eliminate the Key Bank Sweep account and to put insurance reserves into the Reserve account each month. Frank seconded and the motion passed.

Rowan will conduct a final walk-thru with Mallory Bitzer for the concrete repair and at the same time assess what needs to be sealed. We will get two bids for the work needed.

Jim Cuellar will paint garage doors that need to be painted.

When she gets back in town, Martha Lynch will contact Rowan about damage to her siding and interior water damage.

Rowan will contact DoorKing tech department about changing the open/close times on the outside gates. He will also find out about removing old gate codes from the system.

Rowan and Shawna will secure a preventative maintenance contract on our front gate from Western Access.

Because our front entrance walls are structurally crumbling, the board next discussed the need to have them be demolished and replaced with something else that will provide a pleasing entrance and security. After discussing whether or not to consider a new design, Steve moved and Frank seconded that the walls be replaced with something similar to those we now have. Motion passed. Rowan will seek bids for the project.

Pending Issues

Elly will purchase an additional trash container to keep in her breezeway for Jim to use for community waste. If additional containers are needed we will consider them.

Rowan will contact A All Animal to Control to obtain a quote on the animal control issues that arise from time to time. He will ask Jim Cuellar to see about reported wasps in H 104.

Marcia moved and Frank seconded a motion to adopt the proposed subcontractor agreement (attached) for all subcontractors used in the property. Motion passed. Steve commented that he would like to see changes in the balance sheet presentation.

Steve proposed a rule (below) to give us better control of short-term rental. The adoption of the rule was proposed by Caryl and seconded by Frank. Rule was adopted by the Board.

(New) Rule VIII (I): Restrictions on short-term leasing and renting.

Section 7.20 of the Covenants of Pelican Pointe Homeowners Association provides, among other matters, that a homeowner may not lease his/her townhome or any part thereof for a term of less than three months. This new Rule interprets this prohibition, as follows:

“The prohibition of short-term rentals, or for transient or hotel purposes, set forth in Section 7.20 of our Covenants, applies not only to the homeowner, but also to his/her rental agents, tenants, direct or indirect subtenants, successors, assignees, and invitees of his/her own and of any of such other parties. Such short-term rentals are prohibited, whether the homeowner remains in possession or vacates all or part of the premises during the proposed short-term rental period.”

Financial Report

Steve moved and Caryl seconded a motion to approve the financials through March 31st as presented.

Steve reported on the progress on the account receivable for Unit II-104. The homeowners are in negotiation with our counsel.