



PELICAN POINTE HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING DECEMBER 12, 2016 MINUTES

I. CALL TO ORDER

The regularly scheduled monthly Board of Directors Meeting of the Pelican Pointe Homeowners Association was held December 12, 2016 and called to order at 6:02 pm in the Windsor Gardens All Purpose Room, located at 597 S. Clinton St., Denver, CO 80247. Board Members present were Marcia Helfant, Frank Parker, Charlotte Robinson, Caryl Shipley, and Elly Valas. Jean Ronald, CMCA, AMS, CAM was present representing Weststar Management Corp.

II. OWNER FORUM

Owners in attendance at this meeting were: Corey Kropp, CC101; Gilbert Wierschke, NN102; Nagendra Mamik, NN101; Danielle Zieg, HH103; Sheila Powell, C101; and Robert Johnson, J102. Comments and concerns were related to gate entry code system and transponders/remotes, parking issues, storm door request, and recent mail theft.

III. COMMITTEE REPORTS

Sheila Powell was given the floor to report for the **Social** and **Welcome** Committee. Sheila noted that two tenants were welcomed into the community. She reported on attendance at the past November 16th lunch Bunch and reminded all those interested to RSVP for the next Lunch Bunch is scheduled for December 12th, 11:30 am at Snooze. Sheila Powell stated that the Holiday Home Tour event was very successful with ten homes visited by twenty to thirty residents. Sheila Powell suggested the Board consider repeating the Holiday Home Tour event next year due to success. It was the general consensus of the Board to check with legal council and the Association's insurance agent prior to rescheduling the event. Sheila was thanked for the great job.

IV. APPROVAL OF MINUTES

The minutes of the October 10, 2016 Board Meeting minutes were signed. A motion was made by Elly Valas and seconded by Caryl Shipley approving the minutes of the November 17, 2016 Board of Directors Meeting. All Board members present voted in favor and the motion passed. The draft minutes of the November 17, 2016 Annual Meeting minutes were reviewed by the Board and will be presented for membership approval at the the 2017 Annual Meeting. A motion was then made by Elly Valas and seconded by Caryl Shipley approving the November 17, 2016 Board Organizational Meeting minutes. All Board members present voted in favor and the motion passed. The above sets of minutes will be posted on the website for download and viewing.



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V. FINANCIAL BUSINESS

The November 30, 2016 financials were presented in the Board packet. It was the general consensus of the Board to schedule a workshop at Weststar Management' Office in order to review the many reports that make up the monthly financial statements providing guidance for the Board members to read the unaudited monthly financial statements produced by Weststar Management. Thursday, December 29th at 1:00 pm was scheduled for this workshop.

Regarding the November 30, 2016 delinquent accounts, management updated the Board on recent payment activity and noted that the accounts in arrears are in the hands of the attorney for collection.

A motion was made by Marcia Helfant and seconded by Charlotte Robinson engaging the services of Weidner & Associates, PC for the federal and State tax preparation at a cost of \$315.00, and audit for the year ending December 31, 2016 at a cost of \$150.00 per hour based on approximately 20 hours. All Board members present voted in favor and the motion passed.

VI. OLD BUSINESS

Monument Wall Update

Marcia Helfant reported that the Monument Wall was completed successfully.

Directory Monument – Update and Extended Work – Following discussion on the ongoing work to complete the Directly Monument it was the general consensus of the Board to: 1) Have Management contact the Fence contractor James Viapaldo regarding additional hours of labor. 2) Management will also contact the Landscape Committee to assist in coordination of remaining work involved (fill, irrigation, and pots) as we look forward to spring.

Landscape and Grounds Maintenance in General – It was stated that leaf removal, fall clean up work has not been consistent and some areas have not been serviced. Sonny Fischer will be notified.

VII. NEW BUSINESS

Siding Repairs at C103

Weststar Management has requested bids from two contractors. Once these bids have been received, the Board will be notified.

Gutter Cleaning Proposals

A motion was made by Marcia Helfant and seconded by Charlotte Robinson approving the proposal from Joe Windows Cleaning LLC totaling \$4,370.00 for gutter cleaning at the 46 structures. All Board members voted in favor and the motion passed unanimously.



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Tree Replacement Policy

Board discussion followed on tree replacement and the following was noted:

- The landscape committee will review owner requests for tree and plant material replacement.
- Recommendations made by the landscape committee will be submitted for final Board approval.
- Not all trees and plants will be replaced with the same plant material. Ornamental grasses will be selected where applicable.
- Owners wishing to replace a tree or other plant material with the same or, with a special plant request (pending ARC approval) when the like material replacement is not approved, may do so and supplement the difference in cost depending on the plant material approved by landscape committee for replacement.
- Tree and plant material replacements will need to be reviewed on a case by case basis.

Tree Trimming Proposals

Currently only one proposal was received. Once competitive bids are in to compare with the Swingle Tree Trimming proposal the Board will be notified.

January 2017 Newsletter

Suggestions for newsletter articles: trash/recycle, pick up days, reminder to pick up mail daily, enforcement policy, parking, and short term rentals. Danielle Zieg, Newsletter chairperson was present at the meeting

Violations

Recent violation letters were reviewed by the Board of Directors and those present were reminded to submit complaints in writing with details and most importantly with the address of the offender.

Other

Added security at the mail kiosks and additional parcel boxes was discussed. Information on security cameras and parcel boxes will be researched and presented to the Board at the January meeting.

VIII. CORRESPONDENCE/CALENDAR

IX. ADJOURNMENT

The next meeting will be held on January 9, 2017. A motion was made and seconded adjourning this meeting at 7:40 pm.

Approved by Caryl Shipley date 01/09/2017