

MINUTES

Pelican Pointe Homeowners Association

Regular Monthly Meeting of Board of Directors

September 28, 2015

This meeting was convened at the Lighthouse Clubhouse at 6:00 p.m. Present were all directors: Linda Corry (President, presiding), Marcia Helfant, Victor Valks, Caryl Shipley, and Steve Susman. Mark Dougal was present representing CPMG, Inc., our management company. Seven guests attended.

Minutes of previous Board meeting, August 24, 2015. Subject to a suggestion to change a few inconsequential words, these Minutes were unanimously approved.

Financial statements, dated Aug. 31, 2015. Valks moved, and Shipley seconded the motion to accept these statements (subject to audit). All directors except Susman voted in favor of the motion. Susman abstained because he had been out-of-town for three weeks until this afternoon, and hadn't had time to view these statements.

Retention of auditors for 2015. Weidner & Co., CPAs, our auditors, had presented their retention agreement – for preparing our 2015 audit and for preparing our 2015 federal and state income tax returns. Their presentation quoted \$1950-\$2000, subject to an increase if extraordinary time is required for the audit. Susman commented that these figures are essentially the same as they have been for several consecutive years with Weidner. The Board unanimously approved this agreement.

Homeowners' forum.

-- Frank Parker reported that the pedestrian gate at #L-M is inoperable. Dougal said he would summon our gate repair person. Susman said that Dougal shouldn't summon Al Brule, dba Western Access Controls, Inc., because Brule's business is the repair and maintenance of electric entrance gates, and he has never been summoned for repair of manual pedestrian gates.

-- Jaye Kephart, CC-104, reported that weeds from Windsor Gardens' adjacent field on the east have proliferated on our side of the fence.

-- Ed Lane, R-104, reported: (a) Vast areas of our lawn, throughout our complex, are dead. Ground there is "hard as a rock," impervious to water; probably resulting from inadequate watering there; perhaps resulting from broken or mis-aligned sprinkler heads. We need a continuous survey of our sprinkler heads, not merely a night-time "turn on the sprinklers." (b) Weeds are everywhere. Spur weeds spread their seeds. *Non-selective weed-killer* is probably being used by LandTech. We need a "*broad-leaf applicant*." (c) Thistle from outside our fence is invading us. (d) Our gutters are too often "stuffed."

Social Committee. Chairperson Sheila Powell reported (a) The Sept. 8 Lunch Bunch convened at Hiro Restaurant. Six persons attended. Susan Million will select a site for the Oct. 13 Lunch Bunch. (b) 64 persons attended the Sept. 20 barbecue at the Lighthouse clubhouse. The Lighthouse is now charging \$100 per use, up from \$50. (c) The annual Meeting will be held at Blossoms Restaurant at Windsor Gardens (same as last year) on Nov. 19.

Welcoming Committee. Powell reported that her Committee recently visited, or would soon visit, at least three newcomers' units – including LL-104 (Nancy Aaron), F-102, and HH-103.

Landscape Committee. Committee Liaison Shipley reported that this Committee met on Sunday, Sept. 27, and examined various sites in our complex. Co-Chairperson Ruth Clemens will be preparing a written report for the Board.

Design Review Committee. Corry reported that #L-101 had requested authority to trim back some of the low-lying junipers (pfitzers) between the west end of their patio and their driveway. They will be installing a gate on the west end of their patio; the trimming will enable easy access to the patio. Corry recommended approval of this request. The Board unanimously approved this application.

Roofs. Corry reported that Eco Roof had reported to her recently that it is “likely” that our insurer will authorize and pay for the replacement of all of our 50 roofs. This report from Eco is tentative, and subject to modification and formal notification from the insurer. Our deductible on that policy is \$5,000. The consensus of the directors at this meeting was that roof repairs that were not “emergencies,” should be deferred indefinitely, pending the outcome of the above-described roof replacements.

Insurance. Corry reported that she and other directors met recently with Ryan Hurley of Peliton Insurance. Hurley had presented to our Board three separate options, for the insurance-year commencing Oct. 1, 2015. Corry and other directors had determined that the designated “Option 1” is the best of the alternatives, and should be adopted by our Board, with the sole exception of the Fidelity-Crime policy, for which “Option 2” was the best alternative. Total premiums: \$159,595. Hurley had said that the use of “hail-resistant” shingles, on a re-roofing project at Pelican Pointe, might retroactively enable us to obtain a discount on the all-perils premium. Hurley had further said that we must now be subject to a 3% wind-and-hail deductible, similar to our wind-hail coverage in previous recent years (excepting in the 2014-2015 insurance-year, in which we were able to obtain a policy without that special wind-hail provision). Corry said that Hurley could provide us with a suggested letter, for possible use in forwarding to our homeowners an explanation of the wind-hail deductible.

Payment for the said premiums would come, in part, from a \$100,000 certificate of deposit, managed by RBC Wealth Advisors, which, RBC told CPMG, had recently matured. The other directors agreed with Susman that we should not elect a premium-financing scheme, because we must promptly (at our Oct. 8 budget meeting for 2016) begin to fund a special reserve (sweep)

for the insurance premiums payable in Sept. 2016. Upon motion duly made and seconded, all the foregoing insurance decisions were unanimously approved.

Directors – election. Corry reported that she will not be re-running for an additional three-year term at our November 2015 Annual Meeting, and urged all directors to try to “come up with” one or more qualified candidates (besides Cathy Moore, #G-103) for director. (Valks had previously made an identical decision).

Concrete projects. The Board packet for this meeting contained a proposal from WDR (Walton) for laying new concrete at only three sites, whereas the Board had specified about three dozen sites (as summarized in Valks’ compact disc). Today, though, Dougal received from A-One Rocky Mountain Pavement proposals for selected concrete-replacement sites. The directors would require time to study this submission. Dougal was instructed, again, to seek a proposal from Pro Form Concrete, notwithstanding that Pro Form had been a subcontractor of Walton on a recent project here (sinkhole at Z-101). Dougal was urged to send a copy of that disc to other concrete contractors, too.

Entrance projects. About five weeks ago, ASR Companies had sent three representatives to meet with some of our directors at our entrance, to consider (a) the pavers and (b) the two entrance walls. Recently, ASR submitted a bid for \$5257.14 to replace our damaged and missing red brick pavers. After considerable discussion, the Board voted unanimously to approve this bid, provided that there would be no “work-site setup fee” or other fee. Concerning the tile-faced walls: Although ASR submitted a proposal, the Board tentatively rejected it, seeking “more information” about the stucco proposed by ASR. Discussion was held concerning the back-sides of these two walls. No decisions were made concerning the walls.

Rock-wall problem at #E-104. Corry reported that the rock-wall in front of her unit was in danger of collapsing, wholly or partly, because of erosion of the dirt-based support behind it. The Board packet contained a proposal from Walton for \$4800 for repairing and fortifying this wall. The Board instructed Dougal to obtain a second proposal from another contractor.

Trees. Although the packet contained proposals from Swingle Lawn & Tree for removing or trimming aspen trees at G-104, no action was taken on these proposals, because (a) one of the bids may have been a contract previously entered into, completed, and paid, and (b) Dougal was instructed to obtain from Rushton Tree an alternate proposal for dealing with those same aspen trees (which appear to be dead, dying, or severely damaged).

Handyman. It was reported that handyman Aaron Cain had been sent a letter of termination by CPMG. Discussion followed about the duties of a successor handyman. Valks, Shipley, and Susman had a detailed list of duties, prepared about a year ago. Susman said he would retrieve that list. Meanwhile the following tasks were identified as the most prominent ones:

-- Ongoing raingutter/downspout cleaning, unless subcontracted to another firm.

- Wasp-nest removals.
- Emptying and installing fresh bags at our four dog waste receptacles.
- Identifying and replacing driveway light bulbs.
- Removing cobwebs from all front porches and behind garages, and in kiosks.

Dougal said that Jim Cuellar was a handyman suggested by Lynda Reifman of CPMG. Dougal was asked to see if Cuellar would attend an interview at 12:30 p.m. on Oct. 8, at CPMG's office, immediately prior to our budget meeting there. Dougal said he'd suggest to Cuellar that he visit our premises before that interview, if possible.

Prepared and submitted by Steve Susman, Treasurer and Director.

Approved by the Board on October 26, 2015:

_____, Title _____