



PELICAN POINTE HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING OCTOBER 9, 2017 MINUTES

I. CALL TO ORDER

The regularly scheduled monthly Board of Directors Meeting of the Pelican Pointe Homeowners Association was held October 9, 2017 and called to order at 6:30 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, and Caryl Shipley. Elly Valas was not in attendance at this meeting. Jean Ronald, CMCA, AMS, CAM was present representing Weststar Management Corp.

II. OWNER FORUM/OWNER HEARING

Owners in attendance at this meeting were: Linda Corry, E104; Nagendra Mamik, NN101; Sheila Powell, C101; Michael & Ginny Wagner, MM103; Danielle Zieg, HH103. Comments and concerns focused on landscaping, parking, a property tax question, and plans for the November 9, 2017 Annual Meeting.

III. COMMITTEE REPORTS

Chairperson Sheila Powell was given the floor to report for the **Social** and **Welcome** Committees on the following events:

Lunch Bunch Event

There were seven in attendance at September 20th Lunch Bunch at the North County Restaurant. This October 18th the Lunch Bunch plans to meet at noon at the Hiro's Japanese Buffet Restaurant. So far three residents have RSVP'd.

Annual Meeting – Social and Dinner

This yearly event is scheduled for November 9, 2017 and will be held at the Blossoms Restaurant at Windsor Gardens. Sheila Powell confirmed the Association's reservation for dinner and increased cost per person, from \$19.50 to \$20.50 (full three course dinner).

Welcome Committee

The Welcome Committee will distribute the last booklets. All new residents are provided with information to access the Pelicanpointe.net website and are given business card to contact Jean Ronald at Weststar Management.

IV. APPROVAL OF MINUTES

The September 11, 2017 Board Meeting Minutes were reviewed. A motion was made by Frank Parker and seconded by Charlotte Robinson approving the September Board Meeting Minutes with a correction/addition. All Board members voted in favor and the motion carried. A copy of these minutes will be posted on the website.



PELICAN POINTE HOMEOWNERS ASSOCIATION

Board of Directors Meeting Minutes
October 9, 2017
Page 2

V. FINANCIAL BUSINESS

The September 30, 2017 financials were presented for Board review and accepted. It was noted that the Association remains under budget as of September 30, 2017.

The September 30, 2017 Aged Receivable Report was also reviewed by the Board. There are minimum delinquencies and Weststar Management was complimented for the collection procedures.

Ratify Board Vote on Insurance Renewal for September 30, 2017 through September 30, 2018 - A motion was made by Frank Parker and seconded by Charlotte Robinson to ratify the Board's email vote selecting Anderson Ban Insurance Agency, Inc. and the Insurance Summary for policies and premiums as follows:

Property Coverage with Rockhill Insurance -	\$100,089.00
General Liability with Scottsdale Insurance -	\$ 2,627.00
Directors & Officers with Travelers -	\$ 1,433.00
Fidelity Bond with Travelers -	\$ 2,055.00
Umbrella with Greenwich Insurance	\$ 2,426.00
Workers Compensation (CAIS)	<u>\$ 352.00</u>
TOTAL	\$138,120.00

There is a wind and hail deductible of \$100,000.00 and other peril deductible at \$10,000.00. All Board members present voted in favor and the motion passed.

Engagement Letter for Audit and Tax Preparation FYE December 31, 2017 - A motion was made by Marcia Helfant and seconded by Frank Parker approving the engagement letter submitted by CPAs Olsen, Reyes & Sauerwein for the preparation of Federal and State taxes and the yearend audit for December 31, 2017 at a cost of \$3,600.

Proposed 2018 Budget – A Budget Workshop was scheduled for October 12th to review the proposed budget prior to ratification of the approved budget at the November 9th Board Meeting.

VI. OLD BUSINESS

Reserve Study 2nd Draft – A motion was made by Marcia Helfant and seconded by Caryl Shipley approving the 2nd draft of the Reserve Study prepared by Aspen Reserve Specialties. All Board members present voted in favor and the motion was carried. A copy of the Final Reserve Study will also be posted on the Association's website.



PELICAN POINTE HOMEOWNERS ASSOCIATION

Board of Directors Meeting Minutes
October 9, 2017
Page 3

Concrete Repairs – Walkways and Sidewalks – It was noted that A-1 Chip Seal – Rocky Mountain Pavement completed all sidewalk and walkway concrete repairs per the contract. It was stated that the entry steps to K104 will be inspected for clean up as necessary.

General Landscaping/Tree Care Recommendations – A motion was made by Marcia Helfant and seconded by Caryl Shipley to approve the 2018 Landscape Service Recommendations/Proposal submitted by Tom Martin for the following services:

Emerald Ash Borer Soil Inject – Spring/Summer	\$ 1,815.84
IPS Engraver Beetle – Spring	\$ 917.62
IPS Engraver Beetle – Summer	\$ 917.62
Mealy Bug Soil Inject – Spring/Summer	\$ 622.74
Treatment and Inspection – Late Spring	\$ 1,689.26
Treatment and Inspection – Summer	\$ 1,689.26
Treatment and Inspection – Fall	\$ 1,689.26
<u>TOTAL</u>	<u>\$ 9,341.60</u>

All Board members present voted in favor and the motion passed.

Roof Lines/Repairs Eco Roof and Solar – Following an onsite inspection with Jim Cuellar, a list of all roof issues was emailed to Kevin Keyes of Eco Roof and Solar in order to have the work completed. In addition to the unacceptable fascia board with metal panels installed, it was noted that a number of roof hooks from the roof replacement project remain under roof cap shingles.

Exterior Lighting Proposal – A motion was made by Charlotte Robinson and seconded by Caryl Shipley approving the proposal from Lighting New York, Residential & Commercial Lighting Experts for the purchase of 190 white outdoor wall lanterns at a total cost of \$11,514.00. This shipment will be delivered to Board Member Frank Parker's Pelican Pointe address and the fixtures will replace all garage carriage lights. Approximately twenty-four (24) of the removed fixtures in good condition will be stored for the purpose of replacements for other locations until a future purchase is made. All Board members voted in favor and the motion carried.

Landscape Design Services/Architect – For the record it was noted that the request for landscape architect services was sent to three landscape architects.

Other – Discussion took place on the possibility of purchasing and installing a Tuff Shed for common storage. Cost and location for the installation will be discussed in further detail at an upcoming meeting.



PELICAN POINTE HOMEOWNERS ASSOCIATION

Board of Directors Meeting Minutes
October 9, 2017
Page 4

VII. NEW BUSINESS

Annual Meeting Notice/Proxy - The draft Annual Meeting Notice, Agenda, and Proxy were reviewed and approved for mailing October 12, 2017.

November 2017 Newsletter – Danielle Zieg was asked to include information on the Annual Meeting and the need to RSVP for the dinner event noting that the Association needs to provide a correct count in order to avoid over paying. Sign in time will also be clarified and a reminder on the November 5th change in time will be added.

Violations

Recent violation letters were reviewed.

VIII. CORRESPONDENCE/CALENDAR

Correspondence and the calendar were reviewed.

IX. EXECUTIVE SESSION

No executive session called.

X. ADJOURNMENT

The next meeting will be held on November 9, 2017. A motion was made and seconded adjourning this meeting at 7:45 pm.

Approved by Caryl D. Druepky date 11/09/2017