

The Peregrine Master Association, Inc.

Board of Directors Meeting Minutes
Location: Fire Station 18 Community Room
October 5, 2017

Mr. Thompson called the meeting of the Board of Directors to order at 6:00 p.m.

Present were:

Jeff Thompson	President
Jim Medley	Vice President
Andrew Bird	Secretary
Dane Juarez	Treasurer
Jim Klever	Director at Large
Kristie McKitterick	Balanced Bookkeeping
Derek Patterson	Z & R Property Management
Excused Absence: Lynne VanArsdale	Director at Large

Sub-Association Meet & Greet:

No representatives were present.

Owner Forum / Hearings:

Questions and comments were taken from the members present.

A hearing was held for 1825 Starstone Court and the consideration of an initial \$100.00 assessment fine, possible daily fines and other enforcement actions for failing to remove the rear yard fence by the compliance date. The owner did respond in writing that the fence would be removed, but was not present. Discussion followed. It was agreed to place the initial fine in abeyance, to provide a final compliance date of October 31, 2017 or the initial fine may be imposed plus a new \$100/day fine beginning from October 31, 2017 until compliance is met and the Right to Cure option may be utilized.

A hearing was held for 2985 Cindercone Lane and the consideration of an initial \$100.00 assessment fine, possible daily fines and other enforcement actions for continued dog barking complaints. The owners responded in writing and were present in person. Corrective actions to reduce and/or eliminate the excessive barking were presented. Discussion followed. It was agreed to place the initial fine in abeyance until December 31, 2017; if there are any new barking complaints during that time the initial fine may be imposed plus a second \$100 fine for the new violation.

A resident from LaBellezza HOA inquired on the status of the homes on Angelbluff Court with extended drainage pipes focusing water to the hoodoo areas immediately behind the LaBellezza development. The Association continues to work with each owner to create practical drainage solutions which should reduce the concentrated flows downhill.

A request was made for the Board to submit a request to the City to have no passing signs and other traffic devices installed along West Woodmen Road. It was noted the individual owner can submit the request and work directly with Traffic Engineering on the project.

Mr. Condon volunteered to be the Angelstone Street liaison to work with the Board and/or management on issues relating to their private street (snow removal, maintenance, etc.).

Secretary's Report:

Mr. Juarez and Mrs. McKitterick presented the **Finance Report**.

Total assets for the Master Association as of August are \$598,551.63. The Income Statement Budget Performance report and supplemental financial information was reviewed. A motion was made to authorize Mr. Juarez to reinvest an expiring CD with TCF Bank not to exceed 18 months in term; which carried 5-0. It was noted that both the 2016 tax returns and the 2016 audit have been completed.

The **Aged Receivables** report was reviewed with payment updates.

Mr. Patterson presented the **Manager's Report**.

The second draft of the 2018 budget was reviewed. Mr. Bird inquired if Administration and Management have had previous fee increases and if they should have a fixed increase. Mr. Medley suggested a work session be held later in the month to review/utilize the most current finances and compare actual versus estimated year end numbers. Then present the proposed amendments and the revised 2018 budget to the November board meeting for approval. The request was approved.

The second draft of the 2018 Alpine Glenn budget was reviewed with changes being noted. It was further noted there is no Reserve account established, just an Operating budget. The updated draft budget will be reviewed at the work session.

The new water usage spread sheet was reviewed. With there being a lack of water usage information from two meters in 2016, it is difficult to determine if the new sprinkler "smart" controllers have reduced water usage. Water costs through September are close to meeting the annual budget of \$47.4k. Mr. Juarez will lead a working group to investigate the 2016 & 2017 usage & costs to provide more refined information into the 2018 budget process. It was agreed to only run the system once per week until shut down for the season.

The monthly activity spread sheet was reviewed to include inspections, general violations, ARC approvals, extra duty and private security patrol schedules.

The 2017 Top Ten list was reviewed.

There was discussion on possibly updating all the existing mulch beds with rock as a future project to reduce the yearly refreshing expenses. This project was placed on the list.

The monthly lawn care report was reviewed.

Old / New Business:

The September Fast Facts email draft was reviewed (to be issued in October). A motion was made to approve it which carried 5-0.

A draft email campaign announcing the HOA Board Elections and opening the candidate application process was reviewed, which included the updated Information and Duties of Board members and the Board of Directors Application Form. A motion was made to approve it which carried 5-0.

Mr. Bird discussed the results of the last seven (7) Association email campaigns issued this year and that subscribers to email campaigns had grown to 994 subscribers in September, with open rates trending upward to 530-540.

The Outstanding Projects list was reviewed with three topics being discussed and addressed.

A request was made to have a pet station installed on Dutchrock Road and Vantage Drive. A motion was made to deny the request as there are two nearby pet stations. A proposal to install fixed sign(s) asking dog owners to clean up after their dogs was made, and the motion carried 5-0.

Action Taken without a Meeting: An email vote was taken to approve the September meeting minutes which was 6-0 in favor.

Mr. Thompson notified the members of his resignation from the Board of Directors effective at the end of his current term as the President of the Board. Mr. Patterson noted the Association's Bylaws provide the Board with an option to: a) appoint a member of the Association to serve the remainder of Mr. Thompson's three year term or, b) leave the vacated position open until it once again becomes open to election by the membership.

There being no further business, the meeting was adjourned at 8:23 p.m.



Derek Patterson
Property Manager