

# The Peregrine Master Association, Inc.

Board of Directors Meeting Minutes  
Location: Fire Station 18 Community Room  
March 1, 2018

---

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

|                                   |                           |
|-----------------------------------|---------------------------|
| Andrew Bird                       | President                 |
| Dane Juarez                       | Vice President            |
| Jim Medley                        | Treasurer                 |
| Michelle McArthur                 | Director at Large         |
| Rich Poturalski                   | Director at Large         |
| Jim Richards                      | Secretary                 |
| Derek Patterson                   | Z & R Property Management |
| Kristie McKitterick               | Balanced Bookkeeping      |
| Excused Absence: Lynne VanArsdale | Director at Large         |

Homeowners representing six properties within Peregrine were in attendance.

The Board of Directors and Association contractors introduced themselves to the members present.

Mrs. McArthur was welcomed to the Board.

It was noted that Mrs. VanArsdale submitted her resignation as Secretary noting time constraints outside of the meetings would not allow her to continue in that position. A motion was made to appoint Mr. Richards as Secretary which carried 6-0.

## **Owner Forum / Hearings:**

There were no owner forums or hearings to report.

As a follow-up to February's owner forum, a new site for the West Woodmen Road park bench has been identified, approved by previously concerned homeowners and is pending approval from the City and Blodgett Peak Open Space.

## **President's Report:**

Mr. Bird reviewed numerous topics and highlighted other items. All of the topics were covered later in the meeting.

## **Secretary's Report:**

The February 19th meeting minutes were approved as submitted. Mr. Richards reviewed a handout which detailed a 12-day timeline and process for reviewing and approving Peregrine

Master Association meeting minutes. After discussion, a motion was made to adopt the procedure which carried 6-0.

### **Treasurer's Report:**

Total assets for the Master Association as of January are \$920,878.36. A new CD was issued (#153 RES) at Wells Fargo Bank for \$65,000 at 1.85%. It was agreed to add a 2018 budget column to the Income Statement. The January financials were reviewed for Alpine Glen.

It was noted there were few expense variances from budget during the month of January. Notable expenses included the cost of the annual meeting and modest snow removal.

The **Aged Receivables** report indicated 18 homeowners have not yet paid annual dues.

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

The water usage spreadsheet was reviewed. Water usage/conservation remains a top priority. Preparations are underway for water turn on as Spring approaches.

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

The 3-Year Project List was reviewed.

The monthly lawn care report was reviewed.

### **Old / New Business:**

Mr. Bird reviewed the 2018 Initiatives & Prioritization list, which included an implementation plan. Renovation of landscaping plans are moving ahead for the Spring. It was reiterated, with Board concurrence, that a maximum of \$90,000 would be the spending limit for the year. There was discussion on the Orchard Valley Road Rejuvenation Project which was reviewed in more detail by Mr. Patterson. Work scope and design elements were discussed to include new plant material and rock/boulders for consideration. Contractor bids will be sought for review and approval during the April Board meeting for Phase I (to be completed in the 1st half of 2018) of the 3-year phased project for Orchard Valley Road, Woodmen Juniper Jungle part 2, irrigation and Phase I of tree planting on Woodmen opposite Blodgett Open Space. Limited erosion control and conversion on mulch beds to rock are planned to follow in Q3 2018.

Mr. Bird led a discussion on the initiative to create a PMA value proposition to be published for the benefit of current and future PMA homeowners. When completed, the draft document will be sent to a graphic designer prior to publication. The estimated expense is \$200.

Mr. Bird led a discussion on the content of the draft Landscaping Committee and Covenant Compliance charters. The Board reviewed each handout. After minor changes, both documents

were approved for legal review and will be presented for approval and adoption at the April Board meeting.

The Outstanding Topics – Survey Information and the 2017 Survey – Recommended Actions lists were reviewed.

The request for a new pedestrian crosswalk on West Woodmen Road was not approved by the City, noting the sidewalk and curb/gutters do not allow for one.

A list of proposed actions and/or questions for the Alpine Glen subdivision was reviewed, as submitted by Mr. & Mrs. Farrell. A question and answer period followed. A list of “kick-start” initiatives was also discussed. It was agreed a Committee would need to be established, made up of residents in Alpine Glen. Additionally, a new charter is to be created for the group. Updates are to be provided to the Board at the next meeting.

There was discussion on how Association communications would be conducted with respect to utilizing the PMA email, the PMA website, Nextdoor, Peregrine Life, paper hardcopy and other communication methods. A motion to reduce the approval timeline to 48 hours was made to provide that three (3) Board members be designated to approve any communication prior to its issuance for any of the above noted methods, with two (2) members representing a quorum. The motion carried 6-0. The outgoing communication designees will be Mr. Bird, Mr. Juarez and Mr. Richards.

A request was submitted asking for the Association to remove all scrub oak in the Common Area below Clayton Court, across the street from the entrance to the Mt. Saint Francis facility due to wildfire concerns. The CSFD will be contacted to inspect the area and provide an opinion.

There being no further business, the meeting was adjourned at 8:03 p.m.



Derek Patterson  
Property Manager

*Jim Richards*

Jim Richards  
Secretary