

The Peregrine Master Association, Inc.

Board of Directors Meeting Minutes
Location: Fire Station 18 Community Room
February 13, 2019

Mr. Bird called the meeting of the Board of Directors to order at 6:10 p.m. Present were:

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

Owner's Forum:

No questions or comments were submitted from the members present.

Hearing(s):

A hearing was held for 8460 Edgemont Way with the consideration of an initial \$100.00 assessment fine and possible future penalties for continued pet violations (dog leaving the confines of the lot unattended and not on a leash). The owners were present. It was noted the dog has a new electronic collar and the owners are considering an electronic fence or dog run. A motion was made to impose the initial fine and to provide a 2-week compliance date for the owners to submit a plan for an electronic fence or dog run (to be installed within 30-days after ARC approval and weather permitting). If compliance is met, no further action will be taken; if not, a new \$100/day fine will begin and continue until such time either option is submitted and/or installed. The motion carried 7-0 in favor.

President's Report:

Mr. Bird thanked the Board members for their work and successes in 2018.

Mr. Bird, Mr. Richards, and Mrs. Sannes attended a City meeting to review initial plans for the newly acquired 64-acre parcel on W. Woodmen Road (parking area, trail access, repairs, etc.). Mr. Bird provided inputs and observations from the HOA perspective.

Overnight parking of commercial vehicles (specifically trucks) is becoming a concern within Peregrine. The Board is addressing this issue.

Secretary's Report:

The Annual HOA Meeting and January Board Meeting minutes were reviewed and approved as submitted.

Treasurer's Report:

Mr. Medley reviewed the financials. Total assets for January were \$936,108.26, including reserves of \$342,751.34 which did not include an additional \$50K year-end transfer for the 2018 budget.

The Expense Exceptions/Variations Spreadsheet was reviewed highlighting snow removal, winter watering expenses and administrative expenses for the annual HOA meeting. The Alpine Glen financials were reviewed with no noted concerns. The Aged Receivables Report was reviewed noting progress on the collection of annual HOA dues.

An expiring CD at \$30k was placed in a Wells Fargo money market account and a new \$80K CD (150 RES) was purchased at 2.65%. Another CD (153 RES) is expiring soon and rates/terms will be reviewed.

Ongoing financial planning will continue to address proper investments to maintain financial liquidity to pay for the 2019 Spring/Summer projects.

Committee Reports:

Mr. Flanagan presented updates to the submitted Alpine Glen Committee report (Attachment #1). It was noted any DIY work conducted this year would be funded from their separate financial account. Mr. Flanagan reasserted his interest in painted crosswalks and street lighting at the Centennial/Orchard Valley intersection. Mr. Poturalski has sent a request to the city for resolution.

Mr. Juarez presented updates to the submitted Covenant Compliance Committee report (Attachment #2). The Z&R Attachment B Management Agreement draft changes (underlined) were placed on hold pending a separate meeting with Z&R representatives to finalize the document. Proposed formatting changes to Rules and Regulations, Section VIII, Parking and Vehicles, was reviewed. A motion was made to change the word "Committee" with "ARC" in three bullets. The motion and adoption of the new formatting carried 7-0 in favor. (Attachment #2A)

Mr. Richards presented updates to the Landscaping Committee report (Attachment #3) to include a review of the updated 2019 Project List, dated 2-13-19. During a question and answer period, it was noted the list is in order of priority/value. A motion was made to approve the 2019 Project List (12 items and their estimated cost) and a budget not to exceed \$90K. The Board agreed Mr. Richards has a 5% budget increase allowance for any single item, but the total project costs will remain at \$90K.

The motion carried 7-0 in favor. A motion was made to appoint Mrs. Pam Maier to the Landscaping Committee which carried 7-0 in favor.

Mr. Poturalski presented updates to the Safety and Security Committee report (Attachment #4). It was noted that since January and two home break-ins, residents are showing increased interest in home security systems and security in general. It was noted that Advantage Security is reviewing/logging the parking of commercial vehicles within Peregrine to address overnight parking concerns. The City intends to complete installation of the 3-way stop at W. Woodmen and Orchard Valley Road by the end of March to update ramps to be ADA compliant, include new crosswalks and lane markings. Revitalization of the Neighborhood Watch Program is being addressed. Neighborhood block captains are gathering information concerning safety at the intersection of W. Woodmen, Kittridge and Edenderry where downhill speeding associated with a blind curve are a concern by affected residents.

Mrs. McArthur presented updates to this Spring's Easter Egg Hunt event (20 April, 10:00 A.M. to 12:00 P.M.) and the Music in the Park event (14 June, 6:00 to 8:00 P.M.). The idea of having a Cinema in the Park event is being investigated for mid-July on a Saturday evening.

Mrs. Sannes presented updates on the draft Community Survey with plans for it to be released in April with a 3-week community response timeline.

Mr. Medley is working on obtaining a new Worker's Compensation insurance policy to cover the new "Friends of Peregrine" group which will focus on infrastructure and landscaping improvements and repairs in Peregrine's common areas. It was noted that trail maintenance, flower beds, painting of the cluster mailbox posts, electric ground vault lids and fire hydrants could be good projects to consider.

Manager's Report:

Mr. Patterson reviewed the monthly activity spreadsheet to include owner concerns, open ARC requests or concerns, ARC approval requests, inspection notices, watch list items and extra duty / private security patrol schedules.

The water usage spreadsheet was updated, and this will be the first year that data can be compared to 2018 actual usage on all meters (CSU obtained).

The monthly lawn care report was reviewed with no noted exceptions.

Old / New Business:

The owner of 2295 Angelbluff Court was present to discuss recent fines levied for failing to remove a dead Aspen tree last year. The owner stated the tree was not dead but just a branch or two was and also had a tree vendor inspect the tree on 2-11-19 who also stated the tree was not dead.

However, the owner further stated she had the tree removed the next day. The owner stated she did receive the August and September 2018 violation notices and the February 2019 notice, but not the Hearing notice. Discussion followed. The resident asked that the existing fine be vacated. It was agreed to review all related documentation and place any future daily fines on hold pending review.

Mr. Bird proposed using Nextdoor to post Association-issued communications in a “post only” format to push information to the community with no intention to conduct follow-on discussion. Replies would be directed to the peregrinehoa.com/contact-us. A motion was made to approve using this communication tool which carried 5-2 in favor. It was further noted any Association communications will be limited to two (2) per week, unless exceptional circumstances warranted more.

Mr. Bird provided updates on utilizing web-based apps through the website for finances and owner contact information. It was noted there are challenges to implementing these options and the value added did not justify moving forward.

The owner of 8175 Spire Court submitted a written request to have a fine removed which was levied last year for numerous landscaping violations (the initial fine was levied but no daily fines were imposed as items were later corrected). The request was tabled until a comprehensive review of the infraction chronology could be addressed at the March meeting.

Mr. Bird and Mr. Medley discussed the review of the proposed City Master Plan for the Peregrine area (a 300-page document). It was agreed to meet with Mr. Knight to obtain a better understanding of the plan and what the future beholds.

The owner of 8140 Sibari Court submitted a request for a variance to the commercial vehicle rule asking if a commercial vehicle can remain parked in the driveway for up to 2-months. The request was approved with specific details.

Mr. Patterson mentioned the idea of looking at a more standardized home address display which was discussed.

It was noted the CSPD Extra Duty patrol fees have been increased to \$49.95 per hour for 2019.

The 2019 landscape and maintenance contracts for the Association and Alpine Glen have been approved/signed. Service is being provided by Unlimited Landscape Services, Inc. (ULS).

A bid for winter watering was approved for the new plant material on Orchard Valley and the new trees on W. Woodmen Road and Kittridge Ave. Winter watering was also conducted for the newly planted items at the Sawback Trail corner.

The Advantage Security service agreement and statement of services contract was approved/signed.

There being no further business, the meeting was adjourned at 9:05 p.m.

James Richards
Secretary

Attachment #1

Alpine Glen Committee (AGC) report for January 2019.

The AGC will meet on February 10, 2019. The 2019 Alpine Glen Committee is now in place with new members based on PMA BOD approval following the HOA Annual Meeting.

We have solicited for contractor support of selected tree staking in native areas to stabilize trees at risk of wind damage. ULS has provided a cost proposal. The AGC will discuss and develop our recommendations.

As a follow up, we recommend development of a detailed statement of work with performance standards for the 2020 landscape maintenance requirements contract, with competitive solicitation and evaluation to ensure we received the best contractor support against cost. AGC is willing to participate and assist in this effort.

As discussed in our update last month, the CSFD Wildfire Team conducted an evaluation of Alpine Glen areas on December 12, 2018. The native ridge area along Sierra Pine is in good shape and on a 5-8 year mitigation cycle depending on grant funding availability. The area south of McKinnet Tree (outside the subdivision where CSU cut the road) is on a priority list. The native ridge area across from Alpine Glen along Orchard Valley is identified as needing mitigation and a joint CSFD/Peregrine resident volunteer approach is recommended.

We again want to bring up a potential issue regarding resident roofing. Our understanding is that the current cement roofing tiles are no longer being produced and supply is very limited. This could result in future roofing material being different among homes. We believe this should be a future agenda item with the BOD and include ARC involvement before it becomes a major issue

The 1st quarter, 2019 Alpine Glen newsletter was released to neighbors on January 11, 2019 with updates on the 2018 budget surplus, 2019 planned budget costs, neighborhood events, self-help projects and other key information.

Google Drive expansion to allow residents to access and electronically view AGC documents, including calendar events, budgets, agendas, meeting minutes etc. is still under development and completion status will be discussed at our Committee Meeting.

Harry Flanagan
Alpine Glen Committee Chairman
HDFlanagan@aol.com

Attachment #2

Covenant Compliance Committee Minutes 1/21/2019

Members in Attendance: Dane Juarez, Cindy Lau, Steve Garcia, Beth Harrison

1. We reviewed the draft version of changes to Section VII Parking and Vehicles subsection A Overnight Parking (see Attachment 2A).
2. After discussion it was decided that, because there are sections that do not relate to Overnight Parking, subsection A should be changed to four (4) different Rules (see attached). Since this one Rule is now divided into four (4) different Rules, the numbering of the remaining Rules in Section VII Parking and Vehicles will need to be updated.
3. The committee also agreed to add the following to C. Speed
 - a. If there is no posted speed limit on a street Colorado Springs city code 10.5.102 states that the speed limit is twenty-five (25) miles per hour
4. The chair presented a list of the following nine (9) Rules that might need some clarification:
 - a. ARC A 9 pg. 14 – Recreational and Sports Equipment – Steve Garcia
 - b. IV – Landscaping Standards and Guidelines – Beth Harrison
 - c. V. A – Living with wildlife (are fine amounts still correct) – Done
 - d. VI.B.3 pg. 19 – add “... or approved enclosed storage unit or accessory structure.” – Dane Juarez
 - e. VII – Miscellaneous – Cindy Lau
 - f. VIV – Pets – Cindy Lau
 - g. VII – Signs and Other Displays – Beth Harrison
 - h. IX – Enforcement Procedures – Dane Juarez
 - i. X – Assessments/Late Fees/Collection – Dane Juarez
5. When these nine (9) Rules have been clarified and approved by the Board, the committee will review and select other Rules for clarification.
6. The next meeting will be in February 2019

Dane Juarez
Chair – PMA HOA Covenant Compliance Committee
Vice President

Attachment #2A

VIII. Parking and Vehicles

PC's, Article I, Section 102 (d)

A. Overnight Parking

Overnight parking on any public or private streets within Peregrine will not be allowed except in areas which may be specifically designated by the ARC. Overnight parking is defined as a vehicle parked on the street at any time between 11:00 pm and 6:00 am.

B. Vehicle Repair

No cars or motor vehicles can be worked on for mechanical repairs within Peregrine, except in fully enclosed areas where they are not visible from any adjacent property or street. Oil changes, brake replacement, fluid changes or other more involved vehicle repairs are not permitted unless inside an enclosed garage.

C. Recreational Vehicles

Parking of towed recreational vehicles (boats, trailers, campers, etc.) is only permitted within fully enclosed structures or within areas specifically designated by the ARC for parking of recreational vehicles. The ARC shall have the right to move any recreational vehicle parking sites to different locations if it determines that is advisable. All forms of trailers (small utility, garden, recreational trailers such as those used for ATV or Jet-Ski's, sail boats, canoe, kayak, etc.) are to be stored inside an enclosed garage.

D. Inoperative Vehicles and Junk Vehicles

No stripped down, partially wrecked or junk motor vehicles, or sizeable part thereof, shall be permitted to be parked anywhere within Peregrine except within fully enclosed garages.

No junk equipment which is visible to the occupants or users of any street within Peregrine will be allowed. A junk vehicle is described as any vehicle that is inoperable or not able to be moved under its own power, that has flat tires, broken glass, has expired registration, failure to display the proper license plates, or otherwise damaged to a point where the vehicle cannot be driven or is leaking fluids.

The Board will make the final determination if a vehicle is considered a junk vehicle. All vehicles shall meet local noise requirements; automobiles and motorcycles must have mufflers in good working condition. Vehicles must be properly maintained and not create a disturbance or annoyance to others.

E. Speed

Vehicle speeds (including residents, guests, vendors and contractors) shall not exceed the posted speed limits of the community. If there is no posted speed limit on a street Colorado Springs city code 10.5.102 states that the speed limit is twenty-five (25) miles per hour. Driving on grass and sidewalks is prohibited.

Attachment #3

Landscaping Committee Report – 4 Feb 19

Membership

Currently the Landscaping Committee has 5 members.

Jim Richards – Chair

Joan Tucker – Resident of Peregrine for 21 years

Tony Condon – Retired Landscape Architect

Jon Gorski – Retired Real Estate Attorney

Pam Maier - Resident of Peregrine and Past President of Peregrine HOA Board

Priorities

Recommend actions in conjunction with approved or potential landscaping projects

Design enhancements, procedural improvements, schedule changes

Monitor project execution and contractor performance

Ensure projects are being completed in accordance with written specifications

Monitor irrigation procedures and explore opportunities to reduce irrigation costs

Understand entire irrigation system, report discrepancies for “real time” fixes

Recommend project prioritizations

Determine what projects will provide best use of funds expended

Recommend future landscaping projects to the HOA Board for inclusion in the multi-year plan

Solicit ideas and suggestions from the Peregrine community

Activities and Meetings

Jim Richards and Tony Condon toured the areas bordering the north and west edges of the drainage pond along West Woodmen and Orchard Valley Road. These are landscaped areas currently maintained by the HOA in accordance with a previous agreement with the City of Colorado Springs. Tony drafted a document detailing the area and work to be performed to rejuvenate significant deterioration. The document will be submitted to the City of Colorado Springs in order to satisfy a legal requirement before the City issues a new revocable license to the HOA to rejuvenate the deteriorated landscape at the north and west edges of the drainage pond and continue to accomplish landscape maintenance on said property.

The committee is submitting a prioritized list of projects with estimates for 2019, seeking Board approval prior to beginning work on requests for proposals. All team members have driven through Peregrine in order to prioritize landscape improvements and projects throughout Peregrine.

The committee will ensure fiduciary responsibility as contractors submit their bids. Any bid that does not coincide with the current project estimates will be brought before the Board for review prior to any action being taken to go forward with a project.

Our first major expenditure will be for the repair of the irrigation system. Our intention is to accept the ULS bid to complete the work considering their extensive knowledge of the system, their status as our current landscape maintenance provider/trusted partner and all warranties associated with the work to be completed. Committee oversight on the accomplishment of this work by ULS is an extremely high priority.

The Landscaping Committee continues to compile a list of projects to be completed over the period of the next few years. Water conservation, use of xeriscaping, and rejuvenation of tired looking landscaped areas will be at the forefront. Our goal is to keep Peregrine beautiful and maintain property values throughout the neighborhood.

Jim Richards

Landscaping Committee Chair

Attachment #4

Safety and Security Team Meeting Meeting Minutes, February 8, 2019

Attendees at the meeting were Tom Farrell, Warren Peterson and Rich Poturalski. Dan Burich was on travel. Lindsay Fenton was in Denver.

- The team reviewed the status of the three way stop sign at W. Woodmen and Orchard Valley. Colorado Springs public works operations and maintenance team surveyed the intersection on January 9. Project completion, including cross walks, etc. is est. for late March this year. It is expected that Lucky Dog Contracting Inc. will do the work.
- There was one Peregrine Aware Alert during the past four weeks, which addressed two break-ins in Peregrine. It appears that there is growing homeowners' Interest in security cameras and security in general.
- The new contract signed with Advantage Security Inc. (ASI) was signed by Mr. Byrd. The team reviewed the new rolling schedule (attached) for the ASI patrols. No changes were recommended at this time. Mr. Poturalski noted that new ticketing instructions for overnight parking during inclement weather was provided to ASI. He also reviewed the ASI Silvertrac reporting system.
- The team discussed the Edenderry/Kittridge/Woodmen Intersection. Mr. Peterson provided significant input regarding the safety of the intersection when children are present. He suggested that our first step would be to increase awareness. Therefore, it was agreed that the safety of the intersection might best be handled by a Peregrine Aware Alert email reminding residents to observe the posted speed limit and approach the intersection with caution especially when school buses are present. Mr. Farrell suggested that the Peregrine Aware Alert email also request feedback from residents regarding the intersection. Mr. Peterson agreed to draft a proposed Peregrine Aware Alert email. UPDATE: The CSPD is planning to add speed monitors to gather information. The school bus has been moved south 500 ft.
- Regarding the Block Captain Forum (BCF), it was agreed that community building was a significant contribution regarding this program in terms of safety and security. Mr. Poturalski plans to attend the next meeting for Block Captain Training on February 20th. He will also contact Carolyn Medley, the BCF chair, to see what the PMA Safety and Security Committee may offer to increase support to the BCF as well as Neighborhood Watch program.
- Mr. Tom Farrell announced that today's meeting will be his last as he and his wife are in the process of relocating to Woodland Park, CO. The team discussed possible replacements. It was suggested that the committee use the new Peregrine HOA website to post the opening and seek volunteers.

The meeting was adjourned with no further discussion.

Rich Poturalski, Chair

PMA Safety and Security Committee