

The Peregrine Master Association, Inc.

Board of Directors Meeting Minutes

Location: 7665 Assisi Heights

March 18, 2019 (date change due to snowstorm)

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

Owner's Forum:

No questions or comments were submitted from the members present.

The owners of 2555 Dunfries Court were present to discuss the recent Hearing and resulting assessment of fines for failing to remove two dead Aspen trees by the compliance date. The owners asked to have all fines rescinded and to have each tree inspected in the spring to determine if they are alive. A timeline of the violation process was reviewed which showed there were no discrepancies and the owner did receive all notices. After discussion, a motion was made to reduce the original daily fines due to extenuating circumstances which carried 5-0 in favor with 1 abstention.

The owner of 2295 Angelbluff Court was present to discuss the recent Hearing and resulting assessment of fines for failing to remove one dead Aspen tree by the compliance date. A timeline of the violation process was reviewed which showed there were no discrepancies and the owner did receive all notices, albeit one was misdirected to another family member causing a delay in receipt. After discussion, a motion was made to reduce the original daily fines due to extenuating circumstances which carried 6-0 in favor.

The owners of 8460 Edgemont Way provided an update (via email) on the status of their ARC submittal for a rear yard dog run. A motion was made to set a complete ARC submittal deadline of April 5, 2019 or a \$100/day fine will be imposed and once the plan is approved, the owners have 30-days to have the run installed. The motion carried 6-0 in favor.

Hearing(s):

There were no Hearings.

President's Report:

Mr. Bird reviewed a handout discussing the City's proposal to allow Accessory Dwelling Units (ADU) in single-family zoned districts. It was noted there were no homes identified in Peregrine which would allow any ADU's. Mr. Medley is scheduled to attend Councilman Don Knight's town hall meeting on 21 March for possible additional information regarding ADU's.

A solicitation for input from Board members was made regarding whether or not the Association should maintain a database for which homes are rented and also obtain copies of leases. The topic was deferred until the April Board meeting.

A handout from the TOPS Working Committee regarding the newly purchased annexation to the Blodgett Peak Open Space was reviewed. All details for Parcels A, B and C were reviewed to include details on a new parking lot and adjacent structures.

A request was submitted by The Sanctuary at Peregrine to have the Association accomplish snow removal services on the south perimeter sidewalk along Orchard Valley Road, to connect the removal work from Alpine Glen to the east entry on West Woodmen Road. A motion was made to approve the request which carried 6-0 in favor. A Sanctuary board member signed the Association's Hold Harmless Agreement.

It was noted the 3-way stop will be completed soon with new crosswalks.

Secretary's Report:

An Action Taken Without a Meeting (ATWAM) email vote was taken to approve the February meeting minutes which carried 7-0 in favor. A second ATWAM email vote was taken to deny a fine removal request from 2018 which carried 7-0 in favor.

Treasurer's Report:

Mr. Medley reviewed the financials. Total assets for February were \$921,149.95, including reserves of \$393,046.49. It was noted that Reserve 149 will be used exclusively to fund the 2019 Reserve projects. The SmartProperty Reserve anticipated expenditures list was updated with additional changes being noted. The Expense Exceptions/Variations Spreadsheet was reviewed, noting this season's snow removal expenses will be greater than anticipated. The Alpine Glen financials were reviewed with no notable exceptions or recorded expenses.

The Aged Receivables Report was reviewed to show progress on dues collection and payment of fines. Mr. Jim Sawyer was introduced as a new member of the Budget Committee for 2020.

Committee Reports:

Mr. Flanagan presented updates to the submitted Alpine Glen Committee report (Attachment #1).

Mr. Bird presented updates to the submitted Communications Committee report.

Mrs. McArthur presented updates on the Easter Egg Hunt, Music in the Park and Cinema in the Park events. It was noted the cinema event will be funded with re-allocations from the IT line item.

Mr. Juarez presented updates to the submitted Covenant Compliance Committee report (Attachment #2). The draft Z&R Attachment B Management Agreement was reviewed with underlined new changes. Additional new input from Board members was provided. The attachment will be updated after comments from Z&R. It will be submitted for approval at the April Board meeting. Plans are to finalize it in June, coinciding with a new contract. Proposed changes to the Rules and Regulations, Section VI, (B) Owner Responsibility was reviewed. A motion was made to approve the addition (underlined) and add the word ARC in the same sentence. The motion carried 6-0 in favor. Proposed changes to the Rules and Regulations, Section VIII, (A-F) Parking and Vehicles was reviewed. A motion was made to approve the addition to bullet (C) (underlined) which carried 6-0 in favor.

Mr. Richards presented updates to the submitted Landscaping Committee Report regarding progress on project preparations (Attachment #3). Of particular note was the initiative to have a review by irrigation specialists from Colorado Springs Utilities to assist in possible ways to reduce water consumption expenses. The updated Committee Charter adding the term "Infrastructure" to the title was reviewed. A motion was made to approve the update which carried 6-0 in favor.

Mr. Medley presented updates for the "Friends of Peregrine" group. A new volunteer waiver agreement, updated from the Association's law firm, was presented. This waiver will be utilized for any volunteer work within the Peregrine community to include Alpine Glen. Mr. Medley reviewed a handout of renewed insurance policies with updates for two different worker compensation policies the Association will soon bind.

Mr. Poturalski presented updates to the submitted Safety and Security Committee report (Attachment #4).

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. A question and answer period followed.

The water usage spreadsheet was reviewed.

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

Old / New Business:

A prospective buyer submitted a request to be allowed to rent their home for less than 6-months for three different event dates, for up to 3 years. A motion was made to deny the request, noting a permit request is only valid for 1-year and each event must be submitted individually for consideration. The motion was approved 6-0.

The 2019 Peregrine Life article schedule was reviewed with changes noted.

The e-Communications guideline for the Board of Directors was reviewed. It was noted that three members of the Communications Committee can approve any website "blog" reply.

Preparations regarding the approved irrigation rejuvenation contract with ULS were discussed.

Concern was raised about a problem with commercial vehicles being parked in the community overnight, what the definition of a commercial vehicle incorporates and how this matter should be addressed. Discussion followed. The topic was placed on hold until the April meeting.

There being no further business, the meeting was adjourned at 9:18 p.m.

James Richards
Secretary

Alpine Glen Committee Report – March 2019

- The AGC met on March 3, 2019. The following individuals attended the meeting: Harry Flanagan, Chairman; Jan Hagen, Secretary; Peter Harding, Member; Lynn Martinez, Member; Joni Lemmon, Member. Andy McArthur, Member was absent.
- Tree staking in native areas, based on impacts of high winds, was completed by ULS mid-February at a cost of \$300. This was approved for payment by the Committee and coordinated with Z&R.
- Deployment of Alpine Glen Google Docs for resident access to AGC documents, including calendar events, budgets, agendas, meeting minutes etc. is complete. URL is https://drive.google.com/drive/folders/1F5J8NegeCoZQizr19_V-yCYIfFKzsvMj?usp=sharing
- A proposed revised Alpine Glen Charter was sent to Andy Bird for review. Our intent is to complete any discussion and further revisions to have in place by May 1, 2019.
- Tom Farrell is departing the Committee, effective the end of February. He and Pam are relocating from Alpine Glen. We appreciate Tom's assistance over the years supporting the community and the Committee will solicit the AG residents for interest in filling his position.
- BBQ Planning Update. The BBQ is planned for Saturday, May 11, 2019, 4-8 PM, following the neighborhood Self-Help Project planned for that day. Location is vicinity of the Lemmon's home on Sierra Pine Drive.
- Alpine Glen continues to remain on track to execute the 2019 budget as planned. Additional Spring expenditures include assessment/repair of native area drip systems and funding of self-help projects.
- The next Alpine Glen newsletter is planned for April 1 release.
- Detailed minutes of the Alpine Glenn Committee meetings and associated documents are assessable at https://drive.google.com/drive/folders/1F5J8NegeCoZQizr19_V-yCYIfFKzsvMj?usp=sharing
- The next Alpine Glen Committee Meeting is scheduled for 6PM, Sunday, April 7, 2019

Harry Flanagan, Committee Chairman
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Covenant Compliance Committee Minutes 3/5/2019

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

1. We reviewed and approved the changes to Section VI Maintenance subsection B Owner Responsibility. See italicized and underlined wording.

Existing

B. Owner Responsibility

PC's, Article I, Section 104

3. All maintenance equipment, lawn mowers, trimmers, wheel barrels, ladders, landscaping or gardening supplies, toys, canoes, boats, small trailers, and other personal items shall be stored in an enclosed garage so they are not visible from neighboring properties or adjoining streets. No items are to be stored on the side of a garage or under rear decks.

Proposed

3. All maintenance equipment, lawn mowers, trimmers, wheel barrow, ladders, landscaping or gardening supplies, toys, canoes, boats, small trailers, and other personal items shall be stored in an enclosed garage or an approved enclosed storage unit or accessory structure, so they are not visible from neighboring properties or adjoining streets. No items are to be stored on the side of a garage or under rear decks.

2. Section VII Miscellaneous was approved without any changes.
3. Section VIV Pets was approved without any changes
4. A discussion was had about the possibility of a Working Group to review and make any changes to the existing Enforcement Procedures and Assessments/Late Fees/Collections sections of the Rules and Regulations. The Working Group would be made up of CCC members and Board members. Several members expressed interest once more details are known.
5. The next meeting will be April 2, 2019 at 6:30pm.

Dane Juarez
Chair – PMA HOA Covenant Compliance Committee
Vice President

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, except for the purpose of unloading, loading and/or trip preparation. Trailers are not allowed to be left in the driveway or parked on the street overnight.

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. Vehicles and Parking / RV's

All vehicles must be parked so as not to inhibit traffic or damage surrounding natural landscape. Vehicles shall not be left on community roads overnight and will not be parked on landscaped areas or on sides of driveways that are not designed for parking. The ARC may designate, at time of plan review or during

construction, specific areas for parking of construction workers vehicles and/or equipment.

No boat, trailer, recreational vehicle, camper (on or off supporting vehicles), fifth wheel unit, tractor, commercial vehicle, mobile home, motor home, any towed trailer unit or truck shall be parked overnight on any street or upon any driveway located upon a Lot except in a completely enclosed building such as a garage unless permitted by the following exception: Motor home - recreational vehicles may occasionally (not more than 6 times per year) be parked on a driveway area or street for up to a maximum duration of 48 hours, for the purpose of loading, unloading or trip preparation.

F. 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.

B. Owner Responsibility

PC's, Article I, Section 104

3. All maintenance equipment, lawn mowers, trimmers, wheel barrow, ladders, landscaping or gardening supplies, toys, canoes, boats, small trailers, and other personal items shall be stored in an enclosed garage or an ARC approved enclosed storage unit or accessory structure, so they are not visible from neighboring properties or adjoining streets. No items are to be stored on the side of a garage or under rear decks.

Landscaping and Infrastructure Committee Report – March 2019

Committee Meeting Minutes, 2/27/2019

Attendees: Jim Richards, Jon Gorski, Joan Tucker, Tony Condon

- The purpose of this meeting was to refamiliarize all members with the upcoming 2019 projects and receive inputs from committee members regarding project accomplishment.
- Repair and replacement of irrigation components was discussed at length. The contract for this project has been signed. It was agreed intense oversight would be necessary throughout all phases of the project. A meeting with ULS, our vendor of choice, will be necessary to establish expectations and define project accomplishment guidelines. Basic information regarding the project will include: an anticipated start date, a schedule of work to be accomplished, an anticipated completion date and a defined date on which the 1-year warranty period would begin. It is the committee's intention to gather as much information as possible during the accomplishment of the project to enhance our knowledge of the irrigation system. A meeting will be scheduled with ULS as soon as schedules permit.
- Rejuvenation of the turf and beds on the north and west sides of the city detention pond is the committee's other major, large-scale project. This area is along the left side of W. Woodmen as you enter the east entrance of Peregrine and along the east side of Orchard Valley Road across the street from our 2018 rejuvenation project. Our intention is to publish a request for proposal to at least two or more vendors who will submit bids to accomplish the work. The majority of the groundwork will be the rejuvenation of beds to include the installation of rock, rejuvenation of some turf areas, and any necessary repair of sprinkler/drip lines. Again, it was agreed this project will require intense oversight. Tony Condon will provide guidance for project accomplishment and will spray paint outlines defining beds to be rejuvenated.
- It was agreed the other conversion of mulch to rock projects would be another opportunity to publish a request for proposal to multiple vendors. For aesthetic uniformity, the type and size of rock will be defined based upon the precedent of the work accomplished in 2018 along Orchard Valley Road.
- Tony Condon will provide an illustrated document of the xeriscape rejuvenation of the corners at the intersection of the upper end of Edenderry with W. Woodmen. The design of the west corner will flow into our first erosion control project to provide a seamless aesthetic to combine both projects.
- It was agreed flower beds could be planted via self-help projects. Tony Condon will provide assistance as to what should be planted to provide the proper aesthetic so as to not overwhelm the entrance signs to Peregrine.

- A vendor has been identified for the repair of the NorthValley signs, the painted Talon Ridge sign and the leaning Rockledge sign. Action is underway to secure bids for all three specialized projects.
- Fence repairs will be accomplished as required.

Teleconference with the City of Colorado Springs, 2/28/2019

Attendees: Andrew Bird, Tony Condon, Jim Richards

- We spoke with city representatives concerning the accomplishment of the W. Woodmen / Orchard Valley Road project. They wanted to advise us of certain restrictions regarding the actual accomplishment of the project. The area we are working on is zoned as Hillside Overlay which requires erosion control procedures for areas larger than 1 acre. Our total area is less than an acre. However, in order to stay well within city guidelines, it was decided the project, which extends from Cedar Valley Lane to the entrance of The Sanctuary, would be accomplished in sequential segments. The intention is to minimize the amount of "ground under repair" at a single time.
- The owners of the detention pond, City Stormwater, have approved the work. Once our request finishes its journey through the city real estate and legal departments, the revocable permit should be issued within a few weeks.

Jim Richards, Landscape and Infrastructure Chair

SAFETY AND SECURITY COMMITTEE REPORT March 5, 2019

The Safety and Security Committee met on March 5, 2019. Attendees included Dan Burich, Lindsay Fenton, Rich Poturalski (committee chair), and Warren Peterson (via phone).

1. **Porch Theft:** The committee discussed porch theft (Porch Pirates) which appear to be on the rise. MS Fenton proposed and the committee agreed that information and education were important actions that the PMA and committee can pursue in support of our Peregrine residents. The committee considered the following positive actions that can be taken in support of porch theft education and information for our residents:
 - MS Fenton suggested that the committee and the PMA encourage residents to use the “track package” and “informed delivery” options that are used by Amazon and the U.S. Postal Service.
 - It was suggested that the use of “safe hold” options where by package delivery is to a PO Box or, as in the case of Amazon, to a “safe delivery” location such as Whole Foods would minimize and negate porch theft.
 - Mr. Burich noted that USPS delivery of hold mail to a home address can create opportunities for porch theft. He suggested that residents use caution in such instances. Retrieving hold mail at our USPS customer service center (Centennial Boulevard) may be a better option.
 - Mr. Poturalski suggested that encouraging our residents to use their neighbors to retrieve packages is also a viable and often convenient option.

The discussion on this topic was concluded as Mr. Peterson suggested that the committee use caution in the overuse of Peregrine aware notices and alerts. The committee agreed.

2. **Neighborhood Watch:** The team reviewed the status of the Neighborhood Watch program within Peregrine. It was agreed that the Block Captain Forum is the most effective platform for this neighborhood-based security and safety program.
3. **Security Cameras and Alarm Systems:** Mr. Poturalski noted that there has been an increase interest in security cameras and alarm systems based on phone calls that he is received as well as discussions that have taken place on nextdoor.com.

It was suggested that the Peregrine Life magazine sponsor a resident event for companies interested in advertising their security products and capabilities. It was also suggested that our annual “Music in the Park” affair is an excellent venue for security companies to reach out to our residents.

Mr. Peterson described a security assessment of his home that was provided by a local company, Security World. The assessment was free and most useful. Mr. Poturalski mentioned that this is an important first step in dealing with home security. Mr. Peterson took an action to provide information on this particular company to Ms Fenton for potential sponsorship in Peregrine Life, which gives companies a direct communication to our residents. In turn, Ms Fenton took an action to provide this information to Mr. Todd Matia, the Peregrine Life publisher.

4. **Tom Farrell Replacement:** The committee feels that the addition of a member to replace Mr. Farrell's position would be of value. Mr. Poturalski felt that an individual with experience with the CSPD and especially the local Falcon Division would be most welcomed.

5. **Advantage Security Inc.** The team agreed that ASI has conformed to our requirement for the use of flashing lights and the new integrated security patrol schedule. It was mentioned that the patrols could increase their vigilance as they work through our neighborhoods. Mr. Poturalski provided an updated schedule for the ASI/CSPD patrols for the month of March.

With no further discussion, the meeting was adjourned by Mr. Poturalski.

Report submitted by:

Rich Poturalski, Chair

Safety and Security Committee