

The Peregrine Master Association, Inc.

Board of Directors Meeting Minutes
Location: Fire Station 18 Community Room
June 12, 2019

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

Owner's Forum:

A request was made by representatives of two households to have the overnight parking times adjusted to begin later than 11 PM. The Covenant Compliance Committee will review the matter and report back to the Board.

Hearing(s):

A hearing was held for 3945 W. Woodmen Road with the consideration of an initial \$100.00 assessment fine and possible future penalties for continued barking dog violations. The owner, who had previously submitted a written response, was present and provided his assessment of the current situation. A motion was made to place the initial fine in abeyance for 3-months pending receipt of any new complaints other than the original complainant. If no additional complaints are received within the specified time period, no further action will be taken. Anti-bark devices were suggested. The motion carried 7-0 in favor.

President's Report:

Mr. Bird expressed appreciation to Mrs. McArthur for her work on the Music in the Park event and Mr. Richards for his work on Landscaping and Infrastructure projects.

Mr. Bird and Mr. Poturalski were invited to meet with the new City Traffic Engineer, Mr. Todd Frisbie, to review historical and current concerns within our community, highlighting speeding and motorcycle traffic. The meeting took place at city offices on May 29, details from the meeting are recorded in Attachment #3, Safety and Security Report.

The City Council has not yet voted on whether to allow Accessory Dwelling Units (ADU) in single-family zoned areas. Currently Planned Development Units(PDUs) are not included in the initiative, so that Peregrine will not be affected.

The 2019 Peregrine Survey has been released for 2.5 weeks with 226 respondents thus far.

New drone footage will be completed next week for the website.

The document archive review was completed, and all documents are good.

Mrs. Carolyn Medley has stepped down as chair of the Block Captain Committee. A replacement has not been named at this time.

The 3rd and 4th quarter Board meeting dates and associated timelines were reviewed.

Secretary's Report:

The May 8th Board of Directors Meeting minutes were approved by an Action Taken Without a Meeting (ATWAM) email vote of 7-0 in favor. The Safety & Security Committee Charter was updated and approved by an ATWAM email vote of 7-0 in favor.

Treasurer's Report:

Mr. Medley provided a review of the Association's financial status, noting all CDs have been rolled over for this year. Total assets at the end of May were \$792,163.71 with \$381,805.46 in reserves. He also noted that snow removal expenses have been much higher than anticipated and that water and winter watering expenses are lower than anticipated. No budget adjustments were suggested at this time. A question and answer period followed regarding the Income Statement. Alpine Glen's Balance Sheet for May 31, 2019 reflects a solid financial status.

An update of the Aged Receivables Report was provided with no notable exceptions.

There was continued discussion on the option of implementing automated clearing house (ACH) payment options and their associated fees. No further action was taken.

Committee Reports:

Mr. Juarez presented the submitted Covenant Compliance Committee report (Attachment #1). Suggested updates to presented rule changes were reviewed and noted. With minor changes, the revised second violation/hearing notification letter was reviewed and unanimously approved. A new "Enforcement Procedures" handout was provided for Board members to review prior to the July meeting in conjunction with the proposed updates to the Covenant and Enforcement policy.

Mr. Richards presented updates to the submitted Landscaping and Infrastructure Committee report (Attachment #2). Additionally, an updated handout of this year's project list (15 projects) was provided with corresponding pricing/contract amounts. (The updated project list can be found at the end of the Landscaping and Infrastructure Committee report at Attachment #2.) A motion was made to approve the updated total investment of \$90,774 and carried 7-0 in favor. As previously approved by the Board, any single line item has a 5% increase allowance without approval, understanding the total yearly project amount can't be exceeded. Note: this updated total included a new addition of \$7,798 for Wildfire Mitigation work on Edenderry Dr. and Laurelwood Ln.

Mr. Poturalski presented updates to the submitted Safety and Security Committee report (Attachment #3). No new information was presented. It was noted that no Peregrine Alerts/Aware notices had been distributed in the last month.

Mr. Medley presented updates regarding The Friends of Peregrine Committee. The following dates were established:

1. Repair of the trail behind La Bellezza – accessible from W. Woodmen, Dutchrock, and Clayton Court. Access to one entrance off Vantage Pointe has been intentionally obstructed by boulders. *July 7th to the 9th.*
2. Annual plantings in front of Peregrine filing signs, five locations. *June 22nd & 23rd and June 29th & 30th.*

Mrs. Jan Hagen presented updates to the submitted Alpine Glen (AG) Committee report (Attachment #4). All required documentation was submitted for AG's June 8th self-help event. The remaining volunteer projects for the 2019 season are: (3) replacement of mulch with river rock: July 13, 6-8 volunteers, (4) wildfire mitigation: August 10, 6-8 volunteers and (5) replacement of mulch with river rock: September 14, 6-8 volunteers. The stucco wall repair bid was approved at \$4.9K with a mid-July start date.

Mrs. Sannes presented updates to the submitted Communications Committee report. An initial survey result handout was reviewed by the Board.

Mrs. McArthur presented updates on the Music in the Park and Cinema in the Park events.

Manager's Report:

Mr. Patterson reviewed the updated monthly activity spreadsheet to include owner concerns, open ARC requests or concerns, ARC approval requests/review times, monthly inspection notices/owner responses, watch list items, the number of hearings by month, the number of 1st and 2nd violations notices issued each month, previous hearing status, new or possible hearings and extra duty/private security patrol schedules.

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

The water usage spreadsheet was reviewed.

Old / New Business:

Mr. Bird reviewed a draft trash billing policy with changes being noted.

The updated Safety & Security Charter (dated 5-9-19) was signed by the Board president, Mr. Bird.

There being no further business, the meeting was adjourned at 8:06 p.m.

James L. Richards
Secretary

Exhibit #1

Covenant Compliance Committee Minutes 5/20/2019

Members in Attendance: Dane Juarez, Beth Harrison

Members excused: Cindy Lau, Steve Garcia

1. Edits and enhancements for **#9 Recreation and Sports Equipment** were reviewed and submitted by email to those members who were not able to attend.
2. Edits to section **VII Signs and Other Displays** were reviewed and submitted by email to those members who were not able to attend.
3. Edits to section **IX Pets** were reviewed and submitted by email to those members who were not able to attend.
4. Beth Harrison lead the discussion on **IV Landscaping Standards & Guidelines**. A new section on Landscaping was added to the Google Doc and sent to all committee members for review.

The next meeting is scheduled for the week of June 24, 2019

Enforcement Working Group Minutes 5/22/2019

The meeting was canceled because 1 person was sick and a second had to cancel due to an urgent work project.

The next meeting is scheduled for June 6, 2019.

Dane Juarez
Chair – PMA HOA Covenant Compliance Committee
Vice President

III. ARCHITECTURAL REVIEW / COMMON ITEMS

9. Recreation and Sports Equipment

All recreational structures, both permanent and portable, are required to be approved by the ARC for design, size and placement prior to installation. All recreational/sports equipment (i.e., trampolines, portable basketball units, swing sets, portable soccer nets “goals”, etc.) are to be placed so as to minimize its visual impact from adjacent properties.

Recreational equipment should typically be located in rear yard areas and set back a minimum of ten feet (10’) from property lines. Consideration shall be given in the location of recreational equipment so as not to create an undue disturbance on neighboring properties. Recreational equipment shall be of predominantly muted, earth tone colors and shall not exceed twelve feet (12’) in height at grade unless otherwise approved by the ARC. Recreational equipment or items used for front yard play must be stored **in such a manner that it reduces visibility from the street and neighboring yards as approved by the ARC** when not in use. Portable units require the same approval for placement as permanent units. Pole supports must be black or white in color (or as approved by the ARC on a case by case basis.)

Portable freestanding basketball units may be conditionally approved if reasonably placed for use in the driveway area and be properly stored when not in regular use. All basketball hoop units (portable and permanent mount) must be kept in a serviceable condition at all times and they may not be weighted down with the addition of cinder blocks, sand bags, rocks or other items on top of the base unit. Adding support cable(s) that can be detached quickly are permitted. No unit may be placed in such a manner as to impede or block a sidewalk. Placement in the street or within the right-of-way is a violation of city ordinance and shall not be accepted.

All recreational and sports equipment should be **stored** inside the garage or stored in such a manner that reduces its **visibility** from the street **or neighboring yards**. During the winter, units should be stored inside a garage when not in use or placed on the side of the home (laid on the ground).

10. Swimming Pools

The ARC will review requests for swimming pools on a case-by-case basis with consideration given to, but not necessarily limited to, the size of the yard area, property setbacks, impact on neighboring properties and size of pool area. Recognizing the specific requirements of the City of Colorado Springs, the placement of pools on a home site shall be given careful scrutiny by the ARC.

11. Fire Wood Storage

Fire wood must be located in the rear or side yard, not be visible from the street and be neatly stacked. ARC approval is not required for the storage of wood.

VIII. SIGNS & OTHER DISPLAYS

A. For Sale / For Rent Signs

Only one (1) professional temporary sign advertising a property for sale or lease, that is no more than six square feet in size and is conservative in color and style may be installed on the lot without ARC approval. Only one (1) sign per Lot is permitted. At no time shall such signage be installed upon any common area or fencing. No signs shall be placed in the common grass areas, entrance to the community, or any other portion of the community. Open house advertisements are permitted in the front of the subject home only. **Common Areas may have signs from Friday noon to the following Monday noon.**

All trade signs, which includes, but are not limited to, landscaping, painting, remodeling, etc., may only be displayed **on the property** while work is in progress and must be removed upon completion of the job. The ARC on a case-by-case basis shall consider requests for placement of one (1) additional temporary sign due to unique circumstances. The ARC must approve all other signs, including address numbers and nameplate signs. The ARC on a case-by-case basis will consider lighted signs.

B. Security / Alarm Monitoring Signs

The display of a home security system sign, maximum of two (2), must be placed in the ground within two feet of the exterior of the home, and be close to the front/rear entrance doors. Small window stickers / decals are permitted. Some lots require a monitored fire alarm system or a fire sprinkler system. In addition, fuels management procedures, as defined in Section 105 in Part 1 of Article 4 of Chapter 20 of the City Code shall be required for all lots within Peregrine.

C. Political Signs / Miscellaneous

No forms of political signs may be displayed earlier than forty-five (45 days) prior to election day and seven (7 days) after the election. The Association permits owners/residents to display a maximum of one (1) sign per candidate or issue, with the sign not to exceed thirty-six by forty-eight inches (3'x4'). No signs are allowed in the Common Areas.

If an Owner has a sign placed on his Lot, please reference the Temporary Sign Ordinance: City Code **7.4.408E**. This code applies to all signage, whether garage sale, homebuilder, Realtor, work at home, etc.

Temporary signs that are posted in the city/public right of way that has a Revocable Permit and an identification decal on the sign should be left where they are unless they pose a traffic hazard. Persons found posting illegal signage can be cited by the city with a penalty of \$35 for each sign in their possession. **Please notify Code Enforcement at 444-7891 to report an illegal sign. A complaint form can be found at www.coloradosprings.gov/neighborhood-services/webform/code-enforcement-complaint-form.**

D. Yard Ornaments

Yard ornaments, including but not limited to, birdbaths, birdhouses, fountains, sculptures, statues, flags and banners, etc. require ARC approval. Location of yard ornaments in the front yard is discouraged.

IX. PETS

PC's, Article 1, Section 102 (b)

A. General:

These Rules are necessary for the health, safety, welfare, comfort and property values of The Peregrine Master Association.

- For homes in Peregrine Filings No. 1, No. 2, No. 3 and No. 4, a Supplemental Protective Covenant document states the following: "... except an aggregate of not more than two domesticated dogs or cats (which must be fenced or restrained at all times within the Lot), will be permitted within the Property."
- Outside of the exception noted above, the number of pets allowed per household in all other Filings in the community will be in compliance with the laws of Colorado Springs.
- No pet(s) shall be kept for the purpose of breeding, boarding, or any other commercial purposes.
- No pet shall be permitted to run loose anywhere in the community and must be fenced or restrained by electronic fence controls at all times within the Lot. No pet shall be permitted to **continually** bark, howl, whine or otherwise create any obnoxious sound, odor, or disturbance.
- No animal of any kind shall be permitted which, in the opinion of the ARC makes an unreasonable amount of noise, odor or is a nuisance.
- If the Association determines a pet in an unreasonable burden or is a danger to the community because of a bite or attack, excessive barking, wildlife chasing or attacks, noise or other activities, the Association may require the owner of the pet involved to take measures to mitigate or eliminate the problem, including permanent removal of the identified pet from home. If an owner has more than one dog/pet and the individual dog/pet causing the violation cannot be determined, the owner may be subject to remove of all pets from the home.
- All pet(s) must be on a physical leash in the hands of the owner or responsible person outside the confines of your Lot. No pet shall be allowed to damage the grass, trees, shrubs, or any other portion of the Common Areas.
- Incessant, unreasonable barking can be disturbing to the peace and quiet of a neighborhood and violates this Rule and both City and County ordinances to harbor such a disturbance. City law dictates it shall be unlawful for any person to own or keep any pet, which by barking, howling, yelping or other utterance disturbs the peace and quiet of the neighborhood (City Law 11-1- 115).
- No pet shall be permitted to defecate on the common area walks, landscape areas, or elsewhere outside your Lot without it being cleaned up immediately.

B. Owner's Duties:

The owner of any pet shall assume any and all liability for the pet and its compliance with the governing documents. The owner of a pet hereby releases the Association, its agents and representatives, from any claims regarding such pet and shall indemnify and hold the Association, its agents and representatives, harmless from any and all liability for bites,

enforcement of these Standards, injuries, damages, claims or expenses, including without limitation reasonable attorney's fees, relating to the pet. The owner of a pet shall **assure** that it is kept in a clean, quiet and controlled condition. The owner of a pet agrees the Association may revoke the right of the pet owner to keep the pet in the home if there is any infraction of the governing documents and may require immediate removal of that animal.

An owner of a Lot shall advise his guests, occupants or tenants of the governing documents and any future Rules and Regulations, and the owner shall be responsible for compliance by such people, including without limitation, the payment of fines and the removal of any persons dogs or pets from the premises if any violations occur. Any person entering the community shall be deemed to be aware of the governing documents and to agree to comply fully and promptly with these requirements.

May 21, 2019

John & Julie Smith
1234 Blodgett Drive
Colorado Springs, CO 80919

Re: Second Notice / Hearing

Dear Owners:

Please reference a letter issued on May 6th which identified a violation at your property that was observed as part of the ongoing neighborhood reviews conducted by the Association. Owners are encouraged to quickly remedy compliance issues as the failure to follow Covenants can negatively impact the overall appearance of our neighborhood. A compliance date of May 19th was established to remedy the violation which has not been met. During a review of your property this week the following was observed:

- ...
- ...

We recognize that sometimes these letters get overlooked, or that compliance may be scheduled but not yet accomplished. However, please ensure that you meet the compliance requirements by June 2, 2019.

If you fail to meet the compliance date, the Board of Directors will have no choice but to consider imposing an initial assessment fine in the amount of \$100 per violation, possible daily fines per violation and other enforcement actions at a Hearing to be held on June 12, 2019 at 6:05 p.m. at Fire Station 18 in the community room. Please note: this Hearing will only be conducted if you fail to bring your violations into compliance by the stated compliance date. You must either plan to attend the Hearing or, if that is not possible, submit a written, **preferably by email**, response to the violations. We may be able to extend due dates for valid reasons, but to do so we must hear from you

Maintaining your property consistent with the Governing Documents of the Association and protecting the Peregrine property values is the goal of this request, rather than enforcing and collecting penalties. Thank you.

At the Direction of the Board of Directors,
The Peregrine Master Association, Inc.



Derek Patterson
Property Manager

cc: Board of Directors

Landscaping and Infrastructure Committee Report – 3 June 2019

Committee Members: Jim Richards, Jon Gorski, Joan Tucker, Tony Condon, Pam Maier

- The second on-site inspection of our irrigation system by Colorado Springs Utilities has been completed. It was discovered during the inspection there are anomalies in the system of which we were unaware, such as mismatched flow rate sprinkler heads on the same line. Following CSU's final report to the PMA, currently being scheduled, it is anticipated the irrigation repair by ULS will have to be renegotiated to accommodate CSU recommendations.
- Initial responses to our request for proposals on our two largest projects, the north and west edge of the city retention pond and the 4-way stop at Vantage and W. Woodmen, are significantly more than we had planned to spend. We are waiting for the last bids to come in. Based upon this initial information, we will most likely have to break down the work into multi-year phases.
- ULS will be doing the mulch to rock conversion at the lower entrance to Alpine Glen. Work is expected to begin the third week of June.
- We have received a proposal to pressure wash and apply an industrial coating on the capstones at the entrance to Peregrine and Orchard Valley, the 4-way stop at Vantage and W. Woodmen and the lower intersection of Edenderry and W. Woodmen. The proposed work is currently not in the 2019 budget. An assessment will be made to determine if the work can be phased with the possibility of doing some of the work this summer.
- We are awaiting a response from a contractor to understand his capability and cost to complete soda blasting on the metal Talon Ridge sign. Once that work is accomplished we'll be able to determine how to complete the repair of the sign.
- The planting of annual flowers in front of the major neighborhood filing signs has been delayed due to the cold weather. Pam Maier has volunteered to lead our efforts on this initiative with the assistance of Tony Condon.
- Tony Condon deserves a sincere "thanks" for his personal work, on his own time, trimming overgrown patches of Junipers throughout Peregrine. His efforts have enabled us to salvage shrubs that appeared to be candidates for removal.

Jim Richards
Chair, Landscaping and Infrastructure Committee

Priority **2019 Project List (as of 10 Jun 2019)**

		Estimates	Actual/Bid
#1	Repair/Replace Irrigation Components from Franciscan Way to Melrose	\$11,053	\$11,053 ULS Contracted
#2	Rejuvenate Entrance and East Side of Orchard Valley Road (Across from 2018 Project) Enlarge Beds and Replace Mulch with River Rock and planting From Cedar Valley Lane to Entrance of the Sanctuary	\$28,000	\$31,688 Embassy Bid 6/18 start date
#3	Repair North Valley Entrance Sign Capstones	\$3,500	\$3,500 Completed
#4	Fence Repairs Contingency - POSTPONED for 2019	\$6,500	\$0 Postponed
#5	South Entrance of Alpine Glen, mulch to rock	\$8,000	\$6,988 Contracted ULS
#6	Vantage and W. Woodmen, 4 large beds, mulch to rock Downsized to East side only, 2 large rock beds and planting West side - POSTPONED for 2019	\$15,000	\$11,969 Embassy Bid \$0 Postponed
#7	Prep and Paint first Talon Ridge Sign opposite Melross	\$500	\$300 Self Help
#8	Upgrade Traffic Island on West Kittridge (Repair Curb and Install River Rock)	\$4,500	\$2,540 Completed
#9	Level Small Rockledge Sign at Entrance to Orchard Path	\$500	\$0 Postponed
#10	Rejuvenate corners @ upper intersection of Edenderry and W. Woodmen		
#11	Install Erosion Control Above Corner of Edenderry on W. Woodmen Projects #10 and #11 were combined	\$9,947	\$6,576 Completed
#12	Upgrade East Entrance to Peregrine	\$2,500	\$1,000 Self Help
New	Joint PMA/CSFD Wildfire Mitigation		\$7,798 CSFD shared funding
New	Capstone Paint at 4 locations		\$3,885 Embassy Bid
New	Remove juniper on west side of OV in 2018 work area		\$3,477 Embassy Bid
		\$90,000	\$90,774

TBD Install New Bench on W. Woodmen facing northeast, overlooking convent

SAFETY AND SECURITY COMMITTEE REPORT JUNE 1, 2019

The Safety and Security Committee submits the following activity and status report.

Members of the committee include Dan Burich, Lindsay Fenton, Rich Poturalski (committee chair), and Warren Peterson.

1. On May 29, Mr. Andrew Bird (PMA HOA Board president) and Mr. Rich Poturalski (Safety and Security Committee Chair) met with Mr. Todd Frisbie, Colorado Springs City Traffic Engineer and department manager and Ms. Maren McDowell, Citizen Relations and Information Specialist. The meeting went very well as several important topics were covered to include the following:
 - a) Three-Way Stop Sign at Orchard Valley Rd and W. Woodmen Rd. Mr. Bird stated the need for painted lane stripes to guide traffic as it proceeded west on W. Woodmen to the entry to The Village at Peregrine and Dutchrock Rd. Mr. Frisbie has directed Ms. McDowell to determine status and report back. Mr. Bird also mentioned changing the large stop signs to residential (smaller) sign. Mr. Frisbie noted the request.
 - b) Motor vehicle speeding and in particular motorcycle traffic. Mr. Bird and Mr. Poturalski described Peregrine resident concerns regarding the intersection of W. Woodmen Rd, and Blodgett Dr. at Marshall Sprague Park. Mr. Frisbie committed to collecting data to help guide potential mitigation. He clearly understood the concerns and this first step would help guide the City to a sound mitigation solution. He has assigned a member of his team to survey the intersection and collect data before deciding on his approach.
 - c) Street Lighting. Mr. Frisbie was informed of the need for street lighting at the intersection of Orchard Valley and Centennial/Woodmen Rd. He acknowledged that the current crosswalk presents potential danger to pedestrians at night. Mr. McDowell will contact public works and city utilities for status of the request for street lighting.
 - d) Speeding Concerns. In discussing Peregrine in general, Mr. Frisbee is clearly committed to traffic safety. He reviewed several maps of the area, which we provided, to aid his understanding of the problems Peregrine faces in terms of vehicular speeding and traffic management in general. Options that were discussed included speed bumps/speed tables, low cost traffic circles, flashing speed/pedestrian signage, improved street lighting at night time pedestrian crossings and, of course, the implementation of all-way stop signage. Mr. Bird indicated that the changes implemented at the Orchard Valley/W. Woodmen intersection have resulted in lower speeds. In response, Mr. Frisbie is taking action to have the current speed limit signs standardized to 35 mph and, in appropriate cases, 30 mph.
2. Safety and Security Suspicious, Criminal, and Vandalism Activity: During the month of May, the activity remains low with only one reported police response event near Orchard Valley Rd. (possible burglary) and another police response at the intersection of Vantage and W. Woodmen Rd. The overall trend continues to be favorable based on nextdoor.com postings and the local community crime map (RAIDS Online).
3. Amended Safety and Security Committee Charter and Disclaimer. An amended Safety and Security Committee Charter was reviewed by committee and subsequently approved by the PMA HOA Board of Directors on May 28. The amended charter includes a disclaimer as

previously presented to the Board in early May. Final signature is expected by the Board president at the June 12th Board meeting.

Report submitted by:

Rich Poturalski, Chair

Safety and Security Committee

Alpine Glen Committee Report - May 2019

Alpine Glen Operating Memorandum. Based on BOD guidance, the Alpine Glen Committee (AGC) developed and refined internal operating procedures supplementing the approved AGC Charter. This document will be posted in the resident portion of the AGC google docs.

Self-Help Projects. The AGC Self-Help project is rescheduled for June 8, 2019. It involves planting deer resistant and water tolerant plants in the two signage areas at the entrance of Alpine Glen Drive. Volunteers are being solicited. Waiver process is in place. Plants will be procured on June 7, 2019.

BBQ Planning Update. The AG BBQ is planned for Saturday, July 13, 2019, 4:30-8 PM, following the neighborhood Self-Help Project planned for that day. Location is vicinity of the Lemmon's home on Sierra Pine Drive.

Wall Stucco Repair. We received and evaluated three estimates for repairs. Based on these estimates, we will conduct additional discussions with Embassy Services to finalize an approach to repair stucco spalling on the wall. Our first priority will be to the Alpine Glen signage/flower bed at the corner of Woodmen/Centennial and Orchard Valley. Other wall repairs will follow based on funding availability and necessity.

AGC Document Access. Detailed minutes of the AGC meetings and associated documents are assessable at https://drive.google.com/drive/folders/1F5J8NegeCoZQizr19_V-yCYlFKzsvMj?usp=sharing

The next AGC Meeting is scheduled for 6PM, Sunday, July 7, 2019