

THE PEREGRINE Master Association, Inc.
Board of Directors Meeting Minutes
Location: Fire Station 18 Community Room
February 12, 2020

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
Kim Sannes	Secretary
Rich Poturalski	Director at Large
Jim Richards	Director at Large
Derek Patterson	Z&R Property Management

Excused Absences: Michelle McArthur	Treasurer
Kristie McKitterick	Balanced Bookkeeping

Owner's Forum:

No questions or suggestions were submitted from the members present.

Hearings:

Mr. Bird reviewed the Board's process for conducting Hearings.

A hearing was held for 2625 Himalaya Court with the consideration of an initial \$75.00 assessment fine and other enforcement actions for not properly storing a hockey goal when it was not in use. The owner responded by email and was present. Mr. Juarez reviewed the history of correspondence. Discussion followed and it was noted that four neighbors provided their approval to leave the unit in place, so the previous variance requirements were now met. A motion was made to not impose the fine, to approve the variance and the goal must be kept in serviceable condition. The motion carried 5-0 in favor.

The owner of 2625 Himalaya Court submitted a letter regarding fines that were assessed last year for a rear yard storage violation. The owner eventually removed the items in November. Mr. Juarez reviewed the history of correspondence and recommended the fines be reduced to \$500.00 from \$1,700.00. Discussion followed. The motion carried 4-1 in favor. The revised fine needs to be paid within 2 weeks or have a payment plan approved for no more than 6 months.

A hearing was held for 3070 Blodgett Drive with the consideration of an initial \$70.00 (\$35.00 each incident) assessment fine and other enforcement actions for two separate dog attack incidents that occurred off the property. The owner responded by email and was present. A new dog run request was ARC approved this week. Mr. Juarez reviewed the history of correspondence and recommended the dog run be installed by March 11th weather permitting. It was noted the dog in question is white with a black spot around one eye. A motion was made to not impose the fines which carried 5-0 in favor.

President's Report:

A new handout for Board meeting audience attendees was reviewed which summarizes many of the topics discussed at the meeting and a new slide presentation was shown.

There was discussion about creating a stronger partnership with Peregrine Life magazine as well as ideas to help N2 reach more vendors who currently service the community.

Mr. Bird reviewed a proposed policy for how and when the Covenant Compliance Rules would be updated each year (two proposed months each year). Lengthy discussion followed and it was agreed to try June and October as the update months. Mr. Juarez will provide more specifications on the process at the next Board meeting.

There was a discussion on not being able to monitor violations during the winter months, which leads to difficulties in managing the violation process. Mr. Patterson will provide the Covenants Committee and the President with these violations.

There was a discussion about collecting data and metrics of the committees work and benefits to the community. Mr. Bird and Mr. Poturalski will come up with a format.

Mr. Bird provided an update on Pikeview Quarry. At this time all quarry operations have been stopped and reclamation efforts will begin shortly subject to approval by the State. The City is exploring future options for use of this area for the benefit of city residents.

Secretary's Report:

The October 9th and November 13th Board of Directors Meeting minutes were approved as submitted and the November 13th General Membership Meeting minutes were reviewed with no changes.

Treasurer's Report:

Mr. Bird provided a review of the Association's financial status in Mrs. McArthur's absence. Total Checking/Reserve assets for January were \$856,510.80, with an operating cash balance of \$489,782.31 and a reserve balance of \$366,728.49. A question and answer period followed, and it was noted there was a change to the Lawn Contract line item. It was further noted there was a \$135k cash balance at the end of 2019, which is a carryover of several years. It was agreed to place \$35k in the Cash account for 2020, \$60k was funded to Reserves for 2019 and \$40k could be used for 2020 projects (in addition to the current list).

The Aged Receivables Report was reviewed as provided by Z&R. Mr. Patterson noted that resident assessment payments were advanced compared to prior years.

Committee Reports:

The Board reviewed the current members for the following Committees: 1) Covenant Compliance, 2) Safety & Security, 3) Alpine Glen, 4) Landscaping & Infrastructure. A motion was made to appoint all members for 2020 which carried 5-0 in favor. The 2020 members of each committee are listed in the individual Committee Reports.

The Covenant Compliance report was reviewed (Attachment #1).

The Landscaping and Infrastructure report was reviewed (Attachment #2). Mr. Richards reviewed a handout of updated 2020 Projects. A motion was made to approve the 5 identified projects and update the total cost not to exceed \$60k, which carried 5-0 in favor. Discussion followed on possibly using \$40k from the Cash account and \$9k resulting from an under budget bid for an upcoming 2020 project. These funds would enable eight more mulch-rock conversion projects along W. Woodmen Road to be completed this year. A motion was made to approve up to \$40k for these projects and any excess funds would be allocated for Wildfire Mitigation. The motion carried 5-0 in favor.

The Safety and Security report was reviewed (Attachment #3). Mr. Poturalski provided a report update that the City is moving forward with the Traffic Calming Study recommendations. A radar speed check sign has been requisitioned by the City using City funds. We anticipate installation of the new sign as well as new lane striping at Orchard Valley and W. Woodmen to occur this Spring.

The Alpine Glen report was reviewed (Attachment #4).

The Community Events report was reviewed (Attachment #5).

The Communications report was reviewed (Attachment #6).

Manager's Report:

Mr. Patterson reviewed the updated Monthly Activity Spreadsheet which includes owner concerns, ARC approval requests/review times, monthly inspection notices/owner responses, the number of hearings by month, the number of 1st and 2nd violations notices issued each month, homes requesting more time, previous hearing status, new or possible hearings and the 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 the 2020 Peregrine Life article schedule and requested Board member proposed articles for the March meeting.

The owner of 8335 Bluffview Way submitted a request to have all penalties (previous fines, late fees and interest) removed from his account as both garage doors were eventually replaced. Mr. Juarez reviewed the history of correspondence which included the first Notice being issued in May 2019 and compliance finally met in December 2019. The daily fines were stopped on November 6th as the new doors were on order and were ARC approved. Discussion followed. A motion was made to reduce the total fines/fees to \$1,850.00, which carried 3-2 in favor.

The 2020 CSPD Extra Duty contract was approved as well as the Lawn Contract for Peregrine and Alpine Glen and an engineering fee for Alpine Glen.

There being no further business, the meeting was adjourned at 8:25 p.m.

Kim Sannes
Secretary-Peregrine Master Association

Covenant Compliance Committee 2/12/2020

New and returning volunteers for the Covenant Compliance Committee for Board approval

Donald J. Aitken

- 27-year resident of Colorado Springs at 3045 Richfield Drive
- 22 years in Peregrine (original property owner)
- Eight years Active duty Air Force
- 27 years as an AF Support/development contractor; duties have included program manager; strategic planning; future concept development; personnel management; planning, programming & budgeting; proposal writing.

Why do I want to serve on CCC ?? I take great pride in how our property looks (a philosophy past down from my Dad) and believe that our community should strive for the same. People work hard to maintain their properties and all homeowners should be accountable to some minimum standards.

Carolyn Hatcher – 8425 Terrapin Trail

I am a Certified Project Manager (PMP) with a 30-year history managing IT related projects and project/service management teams. I am a proficient career professional with business analysis/process, requirements/design, team leadership and customer relationship building skill sets. I have strong experience in change management ensuring strategy and business processes are followed along with securing change readiness and performing service team communications. I have previous experience in homeowner board activities, mainly centered round community event coordination. I would like to become more involved in the Peregrine HOA and the Covenant Compliance Committee as it appears to fit well with my professional background. I also have lived in the Peregrine neighborhood for approximately 20 years and would like to get more involved to help build our future.

Continuing member

Cindy Lua – I've lived in Peregrine for 15 years, 3240 Woodmen Road. I walk "The Loop" almost every day. I've been a stay-at-home mom for 21 years. Although this is a nice neighborhood, there are some issues that need to be addressed without calling Derek for every little thing. I've been a stay-at-home mom for 21 years.

Rules for review and updating – preliminary list (list will be confirmed during first CCC meeting on Feb. 20, 2020)

- III 9 Recreational and Sports Equipment
- II ARC – needs to be done with ARC representative
- III ARC / Common Items – needs to be done with ARC representative
- The CCC may choose to review other sections after further review.

Attachment #2

Landscaping and Infrastructure Committee Report – 4 February 2020

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

- We begin the year with another phase of our plan to standardize our irrigation system with new sprinkler heads/nozzles and check valves. Colorado Springs Utilities has confirmed the irrigation rebate to install “city endorsed equipment” will still be available this year and we intend to take advantage of this opportunity. The maximum rebate available is up to \$4,000.00.
- In keeping with our efforts to maintain infrastructure, our contractor will be doing repair and maintenance on our fencing throughout the Peregrine common areas. This will include rail painting and replacement (if necessary) as well as sealing capstones on pillars to prevent deterioration.
- Our efforts of replace mulch with rock will be going full speed ahead. We have bids to complete rock installation on all beds along West Woodmen. Completion of this work will depend upon available funding.
- We will continue our successful volunteer work to install annual color in front of neighborhood filing signs. If anyone is interested in helping with this initiative, please contact me via the HOA website.
- There is still plenty of repair and maintenance on existing beds and infrastructure to be accomplished. As always, we welcome ideas and suggestions as we continue to update/revive/rejuvenate tired looking spaces in our common areas. Our out-year plan for landscaping and infrastructure is continuously updated and the successful completion of projects will depend upon available funding.
- We appreciate Joan Tucker’s contribution to the landscape and infrastructure committee over the past 2 years. Her personal commitment to keeping Peregrine a “Premier Mountainside Community” will be missed.
- Jon Gorski, Tony Condon and Pam Maier will continue to serve on the landscaping and infrastructure committee for 2020. We are looking forward to a busy, successful summer season.
- Membership on the landscaping and infrastructure committee is open to all volunteers. If you would like to join, please don’t hesitate to contact me.

Jim Richards
Chair, Landscaping and Infrastructure Committee

SAFETY AND SECURITY COMMITTEE ACTIVITY REPORT FEBRUARY 3, 2020

The Safety and Security Committee met on 1/22/2020. Attendees were: Dan Burich, Rich Poturalski (committee chair), and Warren Peterson. Joining the committee discussion was CSPD Crime Prevention Officer Chris Ausec. Lindsay Fenton was excused due to a personal conflict. CPO Ausec also stated that Commander Strossner of the Falcon Division has been replaced by Commander Tish Olszewski. Her bio follows this report. The following items were discussed:

1. Neighborhood Watch and the Block Captain Program

CPO Ausec described the current Neighborhood Watch program. CPO Ausec felt that the Neighborhood Watch program and the Block Captain Program (BCP) can be valuable assets to the community. Generally, the Block Captains are led by a BC Coordinator all of which falls under the Neighborhood Watch program. Last year, the Peregrine BCP dissolved as there was no active coordinator to replace Carolyn Medley who left the program. At this time the most active Neighborhood Watch effort is Alpine Glen led by Michelle McArthur.

CPO Ausec explained that the Neighborhood Watch begins with identifying residents who are interested in participating. To this end, a Peregrine Awareness campaign may be the best approach. The CSPD provides training once a month. BCs are asked to conduct meetings twice a year. The challenge for Neighborhood Watch and the BCP is finding time among our residents who often have busy work and school children schedules.

At this time the S&S Committee is assessing possible courses of action as to the implementation of a Peregrine-wide Neighborhood Watch program. Options include an email-driven Neighborhood Watch Survey to determine interest. The email would include a link to the Peregrine website and possibly a posting on Nextdoor.com. The Communications Committee would be helpful in developing a communications plan for this effort. As for Neighborhood Watch signs, CPO Ausec suggests the Association buy them on line and install them on a participating local property with permission by a receptive homeowner. A Neighborhood Watch signs costs about \$20.

CPO Ausec suggested that another option to spur interest and support Peregrine crime prevention is the hosting of a Peregrine Aware Home and Business Security Self-Assessment Seminar for Peregrine Residents. The seminar would be conducted by CPO Ausec and members of the committee. It may be possible to get security monitoring services to participate.

2. Peregrine Crime Reduction and the Use of Crime Deterrent Technology

Mr. Poturalski reviewed the current trend regarding home burglaries and auto theft/break-ins. As previously reported, 2019 Peregrine crime incidents have been nearly cut in half as compared to the prior 12 months. In addition, there were no reported incidents of porch piracy during the holidays. The use of crime monitoring and reporting technologies such as front door cameras and monitoring services, such as ADT and Ring, may have played a significant role when combined with increased resident awareness and alerts. CPO Ausec suggested that the front door camera and home monitoring services, such as Ring, have local/regional sales representatives who may be willing to attend the Seminar mentioned above and offer reduced pricing for Peregrine residents.

3. CSPD Off-Duty Scheduling and the City Traffic Calming Study

CPO Ausec and the committee reviewed the subject study provided which shows that 85% of Peregrine drivers drive 5 mph or less above the posted speed limit. This data was reviewed in terms of the CSPD patrols. It appears that we can do a better job synchronizing our off-duty patrols shifts by better understanding the actual on-duty shift start and end times. For example, CPO Ausec indicated most day shifts end at 3:30 pm. CPO Ausec offered to provide the name of their scheduler. (As an aside, a request has been sent to the City with regard to their schedule for the implementation of the traffic study recommendations and also the installation of the street lighting at Orchard Valley and Centennial intersection.)

4. Overnight Parking (ONP)

CPO Ausec stated that the police may ticket vehicles who are parked in a city designated no parking zone, or that are within 5 feet of a stop sign, or that have been parked in place for 72 hours or more. It was also suggested that the Fire Department may have specific guidance on on-street parking that inhibits their ability to respond to any emergency.

The next planned S&S Team meeting will be in mid-March 2020.

Report submitted by:

Rich Poturalski, Chair

Safety and Security Committee

Commander Tish Olszewski

Current Assignment: Falcon Division Patrol Commander

Commander Tish Olszewski joined the Colorado Springs Police Department in 1984. She was promoted to Sergeant in 1993 working in Patrol, the Training Academy, Internal Affairs, and the Sex Crimes/Crimes Against Children Unit. She was promoted to Lieutenant in 2003 with assignments in Patrol, Metro Vice, Narcotics & Intelligence, and Specialized Enforcement. She was promoted to Commander in 2008 with assignments in the Patrol Division at Stetson Hills, Gold Hill, Falcon, and the Investigations Division. Commander Olszewski has a B.A. in Criminology from Indiana University of Pennsylvania and an M.A. in Organizational Management from the University of Phoenix. Commander Olszewski is also a graduate of the 243rd Session of the FBI National Academy, the DEA Drug Unit Commander's Academy and Leadership Pikes Peak.



Alpine Glen Committee (AGC) Report – February 2020

- **Alpine Glen Annual Meeting.** On January 20, 2020, we held the first “formal” Alpine Glen Annual Meeting, from 6-7 PM, at Firehouse 18. Thirteen residents and Committee members attended. Andy Bird, also spent a few minutes up front answering questions from residents regarding Peregrine as a whole as well as the overall PMA community approach. Key discussions included:

- Validation and explanation of our planned Alpine Glen 2020 budget and expected expenditures.
- Presentation of our plan for "rock to mulch" projects beginning in 2020 and running to 2024. Bid solicitation and reviews are in progress.
- Discussion of expected long term infrastructure considerations.....i.e. outside and inside retaining wall evaluations and maintenance, tree planting, irrigation upgrades and maintenance.
- Discussion of long term water reduction strategies in coordination with Colorado Springs Utilities.

Compiled minutes were published and distributed on January 27, 2020 and are also posted to the Alpine Glen Google Drive.

- **Alpine Glen 2020 Committee Members.** The Alpine Glen Committee membership for the 2020 calendar year is as follows:

Harry Flanagan - Chairman (term ends Dec 2020)

Vacant - Secretary (term ends Dec 2020)

Peter Harding - Budget Lead (term ends Dec 2020)

Lynn Martinez - Committee Member (1 year extension - term ends Dec 2020)

Andy McArthur - Committee Member (1 year extension - term ends Dec 2020)

Crysti Klinker volunteered for, and the AGC approved her Committee Membership position for 2020. Before becoming a full-time mother in 2007, Crysti earned her BA in Business Administration to become a stay-at-home mom. While earning her degree she worked as a Project Coordinator to become a Project Manager. Her career before returning to college was as an IT Help Desk manager. As a mother, Crysti, has volunteered at Colorado Springs Christian School IT Help Desk, and while homeschooling she served as Field Trip Coordinator for Classical Conversations greater Colorado Springs for 2018-2019.

Joni Lemmon is moving from Alpine Glen in early 2020 and will step down as a Committee Member.

Jan Hagen resigned from the Secretary position on February 3, 2020. We will query our Committee for an interested replacement at our February 9, 2020 meeting.

Request the PMA BOD approve our committee membership for 2020.

- **2020 Mulch to Rock Projects.** We intend to execute three mulch to rock projects in 2020 and have solicited bids from four contractors. Three contractors responded – they are ULS, Fisk Landscapes and Lazo Landscaping. The Committee will review the proposals at the February 9th meeting and recommend the projects/contractor to the BOD at the March meeting.

- **AGC Document Access.** Detailed minutes of the AGC meetings and associated documents are assessable at https://drive.google.com/drive/folders/1F5J8NegeCoZQizr19_V-yCYlffKzsvMj

- The next AGC Meeting is scheduled for 6PM, Sunday, February 9, 2020.

Harry Flanagan
Alpine Glen Committee Chairman
HDFlanagan@aol.com
719-650-4099

Communications Committee – February 2020

Strategy: 'Community Building'

- Peregrine Annual Meeting: Approximately 200 attended
 - Presentation by Colorado Springs Traffic Engineer, Todd Frisbee with question/answer time
 - Slide show with detailed budget and annual activity breakdown presented
 - Landscaping/infrastructure improvement/repairs visuals throughout room with discussion on future projects
 - Closing question and answer session
- Peregrine January Website:
 - 138 clicks to site
 - Top performing pages were: 'Our Neighborhood' and the 'Contact Us' pages
- Mailer Campaign Report

Date and Event	Unique Opens	Click-Through	Recipients
Dec. 12: Holiday Fun for the Family	38.5%	0.2%	392
Dec. 5: Peregrine Aware Alert	52.3%	0%	533
Nov. 18: Annual Meeting Handouts	52.3%	15.1%	532
Oct. 29: Bestway failed to pick up Notice	56.1%	0%	568

- Peregrine Life Articles:
 - Articles:
 - February: Colorado Springs Traffic Engineer, Todd Frisbee
 - March "Peregrine Wildlife" Article by Kim Sannes
- Coffee with the Board:
 - March 14
 - 10 - 11 am
 - Pikes Perk on Centennial Blvd by Josh and Johns
 - Discussion on Landscaping and other topics
- Continue the improvements on clarifying and creating transparency in documents and media to residents

Kim Sannes
Communications Committee
Director at Large

Attachment #6

Coffee with the board

- Date has been set March 14th 10-11 a.m. taking place at Pikes Perk, off of Centennial
- Jim Richards has agreed to talk about landscaping. Last meeting we had 4 other people and 3 board members attend.
- Event will start to be advertised 4 weeks before hand

Easter Egg Hunt

- The date has been set for Saturday April 11th, 10.00 a.m till 11a.m., Woodmen Valley Park. Last year we had about 150-200 children attend
- City has confirmed that if we expect more than 50 people we would need to have a permit awaiting confirmation of cost.. N2 has not previously gotten a permit.
- Issuance of information re this event is as follows, issued by Peregrine HOA. The event has been posted on our event calendar and I have access to the sign up information. Email reminders will be issued
 - Feb 29th
 - March 14th
 - March 28th
 - April 9th Final reminder, 2 days before the event!
- The search has started to find someone to wear the bunny outfit.
- Will be issuing a sign up genius to get people to help with the hiding of the Easter Eggs within the next couple of weeks..Along with an eventbrite to give us an estimate of the number of children attending
- Hopefully Rich will be available to take photos
- Easter Eggs are about to be ordered

Cinema in the Park

- Event date has been set for June 6th starting at 9.00 p.m.
- We are looking into seeing if NTSOC would be willing to help donate towards the expenses that could end up close to \$1500. Rental if the equipment would be around \$750 - just awaiting confirmation that the equipment will be available. Last year we had approx 100 people attend

Music in the Park

- Date has been confirmed as June 19th 6-8 p.m. Last year we had 300-350 people in attendance
- Parks and Rec have been emailed to confirm the current costs to see the costs we may be able to get a deal for 2 permits in the same month. Along with this I will need to complete a noise hardship form with the police.
- I have been contacted by one band but their cost is \$1500 for 2 hours , so the hunt continues, vendors will be contacted shortly. Food my thought is to do the same as last year it went down really well but open to all other suggestions!
- I will contact the fire brigade, police and Kona ice to see if they are able to attend. Of course along with balloon twisting and painting
- A Month before the event a sign up genius will be issued for relevant volunteers along with making sure what equipment we need to hire