

The Peregrine Master Association, Inc.

Board of Directors Meeting Minutes

Location: Telecommunication due to Covid-19 Safer-at-Home Order

June 10, 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
Michelle McArthur	Treasurer
Rich Poturalski	Director at Large
Jim Richards	Director at Large
Derek Patterson	Z&R Property Management
Kristie McKitterick	Balanced Bookkeeping
Excused Absence: Kim Sannes	Secretary

Owner's Forum:

No questions or suggestions were submitted for review.

Hearings:

A hearing was held regarding 2545 Dunfries Court with the consideration of an initial \$35.00 assessment fine and other enforcement actions for not complying with a landscaping violation. The previous, unmet compliance dates were May 17th and May 31st. The owner did respond and asked for additional time to complete the work by June 17th. Mr. Juarez reviewed the history of correspondence between the HOA and the homeowner. A motion was made to place the initial fine in abeyance until June 19th. If compliance is met, no fine will be imposed; if compliance is not met the fine will be imposed. The motion carried 5-0 in favor.

A hearing was held regarding 2690 Edenderry Drive with the consideration of an initial \$35.00 assessment fine and other enforcement actions for not complying with multiple landscaping violations. The previous, unmet compliance dates were May 17th and May 31st. The owner's property management company did respond, stating the items were addressed on May 18th however they were no longer representing the owner as of May 19th. Mr. Juarez reviewed the history of correspondence between the HOA and the property management company. It was noted there were currently no visible corrective actions. A motion was made to impose the \$35.00 fine, provide the owner with a list of outstanding issues, and extend the compliance date until the end of June. The motion carried 4-1 in favor.

Mr. Poturalski was excused for another appointment following the 2690 Edenderry Hearing.

A hearing was held regarding 3360 Blodgett Drive with the consideration of an initial \$35.00 assessment fine and other enforcement actions for not complying with multiple landscaping violations. The previous, unmet compliance dates were May 17th and May 31st. The owner did not respond. Mr. Juarez reviewed the history of correspondence between the HOA and the homeowner. A motion was made to impose the \$35.00 fine, give the owner 2 weeks to complete corrective actions or additional penalties would be imposed. The motion carried 4-0 in favor.

A hearing was held regarding 8070 Sawback Trail Drive with the consideration of an initial \$75.00 assessment fine and other enforcement actions for not complying with multiple maintenance violations. The previously unmet compliance dates were May 17th and May 31st. The owner did respond and stated they would need a few additional days after May 31st. As of June 10th, no corrective action had been accomplished. Mr. Juarez reviewed the history of correspondence between the HOA and the homeowner. A motion was made to impose a \$75.00 fine for each of the three violations, give the homeowner 2 weeks to complete corrective actions or additional penalties would be imposed. The motion carried 4-0 in favor.

A hearing was held regarding 2690 St. Catherine Court with the consideration of an initial \$35.00 assessment fine and other enforcement actions for not complying with landscaping violations. The previous compliance dates were May 17th and May 31st. The owner did respond with photos submitted just prior to the meeting indicating compliance. Mr. Juarez reviewed the history of correspondence between the HOA and the homeowner. Upon compliance verification by Mr. Patterson, no fine would be imposed.

President's Report:

Mr. Bird summarized information regarding the final issue of Peregrine Life. He addressed possible initiatives by the HOA to supplement for the loss of the periodical information. Mr. Bird announced that the photo submission eligibility period for the Spring Fling Photo Contest had officially ended and activities would commence to determine the winning photographs. A meeting between CSFD and HOA reps was discussed in detail. The meeting helped to determine future HOA priorities for Common Area wildfire mitigation work. Updates concerning City traffic engineering work primarily along West Woodmen were provided. As we approach the summer months, dissemination of Board member recruitment information will become a priority. A request was submitted from La Bellezza to the Peregrine HOA to have the Association remove mitigation debris they performed on their internal Common Areas. The request was denied.

Secretary's Report:

The May 13th minutes were approved by an Action Taken Without a Meeting email vote, 6-0 in favor.

Treasurer's Report:

Mrs. McArthur provided a review of the Association's financial status. Total assets as of May 31st were \$760,390.84, with an operating cash balance of \$328,326.39 and a reserve balance of \$356,116.17. A list of year-to-date account variances was provided and reviewed.

The Aged Receivables Report was reviewed. It was noted the owners of 2625 Himalaya Court defaulted on their monthly payment plan for May and June. The owners were to be contacted by Mr. Juarez.

Committee Reports:

The **Landscaping and Infrastructure Report** was reviewed (Attachment #1). It was noted that Unlimited Landscape Services is doing an exceptional job. They are continuing irrigation updates along West Woodmen Road and completing summer irrigation standardization work along Orchard Valley Road. Irrigation standardization repair/replacement work outside of Alpine Glen should be completed by the end of June. This summer's fence/capstone painting effort, part of a two-year project, will commence on July 10th.

Mr. Poturalski rejoined the meeting to present his Safety and Security Committee report and attended the rest of the Board Meeting.

The **Safety and Security Report** was reviewed (Attachment #2). City Traffic Engineering continues their efforts to identify solutions to enhance reduced speed/traffic calming measures. Police efforts to reduce motorcycle speeding and possibly the associated noise within the community have become and will remain a dedicated priority.

The **Community Events Report** was reviewed (Attachment #3). A substantial sponsor donation from the Reardon Partners Real Estate Team was received to augment expenses for prizes to be awarded to the winners of the Spring Fling Photo Contest.

The **Covenant Compliance Report** was reviewed (Attachment #4).

Updates (emboldened) were submitted to the Board for approval to define Quiet Hours and Construction Hours.

The effective date for the amended clauses that follow will be July 1, 2020.

G. Quiet Hours

Quiet hours are from **10:00 p.m. through 7:00 a.m. weekdays and from 10:00 p.m. through 8:00 a.m. on weekends**. At all times residents shall take care not to disturb their neighbor's right to a quiet enjoyment of their property and neighborhood. Any resident observing a violation of this rule is encouraged to call the Police Department to file a noise complaint in addition to filing a written complaint to the Property Management Company.

II Architectural Review Committee (ARC)

F. Architectural Standards

8. Miscellaneous: Construction hours shall be between the hours of 7:00 a.m. and 7:00 p.m. Monday through Friday **and between the hours of 8:00 a.m. and 5:00 p.m. on Saturday**. No construction activities are permitted on a Sunday.

A motion was made to approve the updates as shown, which carried 5-0 in favor.

An additional submittal to the Board for approval was provided to separate the Home Business / Bed & Breakfast rule by making a new Short-Term Rental provision, under Sections H. and I. A motion was made to approve the emboldened text below which carried 5-0 in favor.

H. Home Business

Home businesses are permitted to the extent they do not: 1) Violate any Federal or State law or any other ordinance of the City of Colorado Springs, 2) Violate any provision of the governing documents of this homeowner's association and these Community Rules, 3) Infringe on the peaceful enjoyment of the immediate neighbors, specifically or the community in general and/or 4) Engage in repair or restoration services. Any type of home business that falls into one of the categories above will be deemed to be an unreasonable annoyance or nuisance in violation of Section 102(c) of the Protective Covenants **unless prior written permission of the Association has been obtained. The request form for Commercial or Business use can be found on the Peregrine website <https://peregrinehoa.com/resources/#forms>**

I. Short Term Rentals

Short term rentals and occupancies of Lots for less than 6 months including, but not limited to transient, hotel, bed-and-breakfast, or vacation type rentals shall be prohibited without prior written permission of the Association and will be in violation of Section 102(i) of the Protective Covenants. The guidelines and request form for short term rentals can be found on the Peregrine HOA website <https://peregrinehoa.com/resources/#str>

A draft of the new Dead Tree Identification/Removal Policy was reviewed. The Board provided additional input and efforts to refine the terminology will continue.

Mrs. McArthur summarized information being collected as part of a Neighborhood Program/Plan to create a new **Welcome Committee**. An official start date for the initiative has yet to be determined.

The **Alpine Glen 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, 811 requests and the extra duty/private security patrol schedules.

It was noted the ARC has been doing exceptional work in processing/reviewing an excessive number of requests over the last two months.

As of the meeting, there were 6 dead trees in HOA Common Areas to be marked for removal, with no new trees installed for this season.

It was noted there were 93 possible dead trees identified during the June 1st inspection. If the trees are found to be in the same condition during the June 16th inspection, letters will be sent to homeowners asking for removal or replacement plans.

The monthly Lawn Care Report was reviewed with no noted exceptions.

The Water Usage Spreadsheet was reviewed with the noted exception of increased water expense due to the extremely dry conditions we have been experiencing.

Old / New Business:

The owners of 3050 Richfield Court submitted a request to keep a sports net up next to their driveway until August 15th. The Board reviewed provided photographs. A motion was made to grant the request which carried 5-0 in favor.

There was discussion regarding the Angelstone Point plat, with an emphasis on the property boundary lines which exist at the half-way point of the street for the 5 homes (including the two HOA tracts). A question was asked if the HOA tracts should maintain the road for the portion it adjoins. The plat noted the ownership and maintenance is to be done by the owners of the 5 lots.

The owners of 8415 Vance Court submitted a request to be granted a variance to replace a rear yard fence, which is a full privacy type attached to the rear of the home (previously installed an estimated 18 years ago). The Board reviewed the correspondence and provided photographs. After discussion, a motion which carried 5-0 in favor, was made to conditionally approve the variance once each neighbor's acknowledgement has been received.

The owner of 8410 Sawback Trail submitted a response to a violation letter. No further action was taken.

Mr. Bird discussed potential timelines for issuing a community newsletter in conjunction with the demise of Peregrine Life. Enhanced enforcement options for repeat overnight parking offenders were discussed, Mr. Juarez and Mr. Poturalski will present joint Compliance & Safety and Security options at the July Board Meeting. A potential exchange for information with Bike for Colorado Springs (BCS) was noted. There was discussion concerning recent updates to the City's proposed changes to Accessory Dwelling Units (ADU's) specifically addressing Family Suites. The City voted down elements of the ADU revisions, resulting in little to no impact for Peregrine. A resident inquired about buying a portion of an adjacent Common Area tract to their lot. It was noted selling a portion of a tract is not possible. The owners of 2645 Holman Court issued an unfounded email response to the Board denying a variance request for overnight parking. No further action will be taken.

There being no further business, the meeting was adjourned at 8:16 p.m.

Jim Richards, Director at Large
for Kim Sannes, Secretary

Attachment #1

Landscaping and Infrastructure Committee Report – 2 June 2020

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

- Boulders have been installed and the work at the four-way stop (Vantage & W. Woodmen) is complete.
- Work was completed to install stone along areas of W. Woodmen that had become extremely deteriorated.
- Contracts have been signed and ULS is preparing to accomplish this summer's work to standardize our irrigation system.
- ULS continues to refine the settings for the irrigation system. Orchard Valley Road has had some major issues, which have since been resolved.
- The fence repair/painting contracts have been signed for work to be accomplished this summer.
- Work was completed on the outside of Alpine Glen to clean out and repair the five main sections of the drainage system along the sidewalk. The task was larger than originally anticipated. Drains were completely clogged, turf had to be removed surrounding the drain grates and broken drain grates had to be replaced.
- A contractor will make an attempt to level the Rockledge filing sign on 11 June. If he is unable to accomplish the task, there will be no charge.

Jim Richards
Chair, Landscaping and Infrastructure Committee

**Peregrine Master Association
Safety and Security Team Special Report
Special Meetings: Motorcycle Speeding and Noise
May 26, 2020**

Due to personal correspondence from Peregrine residents, as well as recent complaints and postings on Nextdoor.com, the Safety and Security (S&S) Team in conjunction with Mr. Andrew Bird, PMA Board President, engaged in two special meetings addressing the subject issue. Those meetings and their details follow.

Special Meeting, May 21, 2020 via Webex Teleconference: The teleconference was convened for Peregrine residents and arranged and hosted by Crime Prevention Officer (CPO) Chris Ausec. Also in attendance were PMA President, Mr. Andrew Bird, members of the S&S Team, and Alpine Glen Block Captain Michelle McArthur (also a PMA board member). Two residents also attended. The discussion centered on the following topics:

- CPO Ausec welcomed the group and stated the purpose of the virtual meeting was to gather resident inputs on motorcycle speeding and noise. These inputs would be beneficial in supporting an upcoming in-person meeting with Commander Tish Olszewski of the CSPD Falcon Division.
- It was pointed out that these issues were not simply centered on the 3-way stop at W. Woodmen and Orchard Valley (Peregrine's east entrance), but it involved the entire Woodmen Valley loop. The loop was characterized as a "motorcycle racetrack".
- The unanimous concern was speed and sound generated by as many as 30 motorcycles and was unacceptable, as well as a community safety concern.
- The group explored possible solutions to include the use of cameras, license plate capture and other devices to reduce speeding and, hopefully, the noise generated by many of the motorcycles.
- One attendee pointed out that in addition to the motorcycles, cars have been observed speeding as well.
- Although some solutions or approaches were discussed, the group tended to focus on the issue of enforcement by the CSPD as the best alternative. Officer Ausec specifically addressed the constraints levied on the CSPD as to pursuit and ticketing of the offenders.
- The session ended without a consensus. Afterwards, Lindsay Fenton of the S&S Committee, drafted a posting for Nextdoor.com to gather more resident input considering the slight attendance on this Webex conference call. The posting was made and the results are presented in the Attachment 1.

Special Meeting with CSPD Commander Tish Olszewski, May 26, 2020: Officer Ausec, Mr. Todd Frisbie, manager of the City Traffic Engineering department, PMA President Bird, members of the S&S committee and Peregrine resident David Fite met the commander at the CSPD Falcon Division community conference room. The subject of the meeting was excessive speeding and noise by motorcycles in Peregrine. The following details are provided:

- Commander Olszewski introduced herself and presented her 35 years of service on the Colorado Springs police department. She acknowledged that she read all materials that were presented beforehand via email as provided by the association. The Commander

also informed the meeting that she had listened in on the prior week's Special Meeting. Attendees then introduced themselves and identified their roles in the meeting.

- The Commander explained that the CSPD has significant constraints regarding the issue at hand. These constraints include the restriction on pursuing motorcycle speeding offenders due to the safety of the individual, the pursuing officer and citizens. In addition, she explained that it was impossible to dedicate CSPD vehicles and officers solely for coverage in Peregrine. This constraint is further limited due to the COVID-19 situation and resulting budget cuts.
- Given the last item, the Commander noted that coverage is possible and will be supported between CSPD area service calls by on-duty officers. (Note: This in fact is the case as Peregrine has seen an increased presence of CSPD officers in recent weeks. This is a trend that we expect will continue for a while.)
- The Commander suggested that "environmental design" may afford the best long-term solution.
- Lindsay Fenton questioned whether officers might be able to coordinate, and possibly even block the racing from occurring (e.g., create a type of roadblock when the group is approaching). The Commander and Officer Ausec indicated this was not possible and not part of their tactics, nor feasible given resource constraints. Ms. Fenton asked for a response to the statement regarding some resident's comments about how our police enforcement is driven by the amount we all pay in property tax. The Commander explained that the CSPD budget is not driven by property taxes but by sales taxes. This source of budget funds has been seriously reduced due to the effects of the pandemic (i.e., citizen isolation and the closing down of the business and tourism sectors). Officer Ausec stated he understood the potential impact of speeding and noise on potential property values and that this concern would be best presented to the Mayor and City Council. Mr. Bird stated he would refer this to Councilman Don Knight.
- Commander Olszewski also presented that the issue of resources is not community unique but one of supporting the "entire system or city", which must be served according to prioritized needs.
- Mr. Bird reviewed the situation as it now stands. He described the efforts of the Board in coordination with the City Traffic Engineering Department. The focus of the department, as led by Mr. Frisbie and his predecessor Kathleen Krager, was to improve traffic flow and safety in Peregrine. Mr. Frisbie acknowledged that the question is finding a better solution. He reviewed the results of his 2019 study (a handout was provided) and its recommendations, line striping at Woodmen Rd/Orchard Valley, flashing pedestrian warning signs at Marshall Sprague, and a Speed Check sign on Woodmen, are scheduled to be implemented in 2020.
- Mr. Frisbie also described options such as "drainage pans" (also called "speed dips" as opposed to the classic "speedbump") as one possible option.
- Mr. David Fite described the issue from his perspective and asked if there "were any other options?" Mr. Frisbie said that his department will approach that question and needs to brainstorm what the best option or options might be.
- On another point, Officer Ausec said identifying the "leader" of the motorcycling group might be a way to dissuade the current speeding and noise.

- Mr. Bird asked whether speed cameras help. Commander Olszewski explained that the cameras are not cheap. In the case of Peregrine, the amount of road traffic does not justify the expense. In addition, the issue of noise is very difficult to enforce.
- Mr. Warren Peterson asked the commander about the consequences of being caught and ticketed. The commander said any speed over 20 mph or more over the posted speed limit is considered by law as “reckless driving”. Typically the consequences include the fine and court costs, plus the possibility of court-directed safe driving (or riding) classes.
- Mr. Fite described that the speed and noise problem in his area includes Ruststone, Needlecone and Sawback. A suggestion was made to Officer Ausec to place another “speed patch” on Woodmen/Centennial heading south to the Centennial Glen area.
- Mr. Burich asked whether an unmanned CSPD vehicle could be parked to mitigate speeding and noise. This was considered a bad idea, since history shows that after a day or so, the vehicle is subject to vandalism.
- Mr. Frisbie revisited the idea of a pad or “drainage dip” and the issue of determining the right size for the best effect on motorcycles versus cars. The commander offered to talk to officers about their experiences.
- Officer Ausec and Mr. Frisbie discussed the possible use and effect of “floating crosswalks” which apparently catches rider/driver attention and results in reduced speed. (See <https://youtu.be/X2GCC9LSjYo>) . Unfortunately, the “mirage effect” of a floating crosswalk causes some drivers/riders to swerve, which is a negative consequence to the problem.
- Officer Ausec referenced the slim presence of Peregrine attendees on the prior week’s meeting. Discussion determined that the CPO’s email is focused at only a few contact points in Peregrine, prior Block Captains, Neighborhood Watch coordinators etc. Ms. Fenton & Mr. Bird will review the process and ensure a wider distribution through Peregrine email list and NextDoor.
- The meeting closed with an agreement to further pursue solutions with Traffic Engineering and the support of the CSPD to include available enforcement resources and the use of environmental designs such as medians, pans and even rumble strips.

Commander Olszewski and Mr. Bird thanked everyone for their support.

Submitted by: Rich Poturalski, S&S Team Chair

Attachment 1. City Traffic Engineering Map of Peregrine

Attachment 2. Traffic Engineering Calming Study Presented at PMA Annual Meeting, Nov 2019

Attachment 3. Motorcycle Nextdoor Exchanges and Ideas

Attachment #3

Community Events

- Spring Fling Photo Contest
 - Event is now closed! We had 170 entries
 - Online voting is open until June 15th, with prizes for the top three in each category and an overall winner.
 - Gift cards have been ordered and received; these are customized!
 - We have received a donation of \$500 from Debbie Reardon to go towards this event, for all prizes the cost is estimated to be a total of \$1000.
- Cinema in the Park
 - Event date was set for June 6th starting at 9.00 p.m. Event is on hold- so no permits or sponsorship as of yet
 - We are looking into seeing if NTSOC would be willing to help donate towards the expenses that could end up close to \$1500. Rental agreement is in place for the equipment \$714, the movie that has been suggested is Raiders of the Lost Ark. 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. Event is on hold
 - Parks and Rec have so far have confirmed current costs per permit remains at \$325 as we need the use of the electricity. The permit along with the noise hardship permit have not yet been applied for, food for the event is also on hold to be revisited when we have a new date.
 - So far, we have 2 possible bands both of which will come in around \$1500 for 2 hours, Narrow Gauge and Distant Thunder, we also have a local band that would be willing to play for free, as of yet nothing has been booked.
 - The Police and the Fire Brigade have confirmed that they will be planning on attending. They have all been informed that this event is on hold till further notice . All entertainment and Kona Ice are also on hold
 - Due to the current restrictions I will hold off on organizing signs for the event, along with emails to be issued etc.

Attachment #4

**Covenant Compliance Committee
5/20/2020**

Members: Dane Juarez, Don Aitken, Cindy Lua
Excused: Carolyn Hatcher

The committee had a virtual meeting on May 20, 2020 where edits to the following were discussed:

- Home Business / Bed & Breakfast Rule
- Reconciling Quiet Hours Rule with the Professional Construction hours allowed

Home Business / Bed & Breakfast

This Rule had not been updated since the amendment to the Protective Covenants that was approved in August 2015 and the subsequent requirements approved by the Association regarding Home Businesses and Short-Term Rentals. The committee decided to update this Rule to only apply to home businesses and to create a second Rule addressing short-term rentals. Each of the updated Rules has a reference to the Association web site for the appropriate form that must be submitted to the Association for approval. These 2 new rules have been submitted to the HOA Board members for their comments and/or edits. They will be presented to the Board for approval at the June 20, 2020 Board meeting.

Don Aitken suggested that the Home Business application form should be updated to either include a line for the number of employees or a specified limit on the number of employees in the home business. Dane Juarez will bring this suggestion to the Board for discussion.

Reconciling Quiet Hours and construction hours

The current R&Rs state that quiet hours are between 10pm and 8am while the hours the ARC allow construction are from 7am to 7pm. The committee recommended changing the quiet hours to end at 7am. After input from several Board members the Chair, with the approval of the committee, agreed to change both quiet hours and construction hours to differentiate between weekdays and weekends. The edits to both Rules will be presented to the Board for approval at the June 20, 2020 Board meeting.

The next meeting is tentatively scheduled for the week of June 15, 2020.

Dane Juarez
Chair – PMA HOA Covenant Compliance Committee
PMA Vice President

Alpine Glen Committee (AGC) Report – June 2020

- **May AGC Meeting.** Conducted June 7, 2020 via Zoom.
- **New AGC Committee Member.** Based on Peregrine Home Owners Association (HOA) Board of Director (BOD) approval at the May meeting, Ron Finch has joined the AGC as a Committee Member. He replaces Joni Lemmon who has moved from Alpine Glen.
- **Resident Survey.** The AGC is in the process of developing the 2020 Resident Survey. Similar to the one conducted in 2018, we will gather information, concerns, recommendations and validations of our 5 year plan for Alpine Glen. We plan to release the survey to residents in July.
- **Wildfire Mitigation.** Alpine Glen residents continue their concerns about an overall Wildfire Mitigation plan for Peregrine. Of particular interest is the area along Orchard Valley Drive across the road from the Alpine Glen homes. AG requests development of an annual plan to continually address Peregrine Wildfire Mitigation as well as some level of risk reduction in 2020 with the Colorado Springs Fire Department (CSFP) specifically for the Orchard Valley area.
- **Streetlight – Corner of Orchard Valley and Centennial Roads.** This project was completed by the City of Colorado Springs on May 20, 2020. Thanks go to BOD members, particularly Rich Poturalski, working with the city to finally get this project completed.
- **AGC Document Access.** Detailed minutes of the AGC meetings and associated documents are assessable at https://drive.google.com/drive/folders/1F5J8NegeCoZQizr19_V-yCYIfFKzsvMj
- The AGC continues to meet virtually for the near future and until COVID-19 restrictions are lifted. Next meeting is scheduled for July 6, 2020 (Shifted to Monday due to holiday weekend).

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

'Welcome to the Neighborhood' Program and Plan:

Committee members: Kim Sannes, Michelle McArthur...we are working on recruiting others.
Virtual Zoom meeting held June 1, 2020 at 10am

Timeline: July status update on items; First distribution in August/September.

Why: Part of our '**Building Community**' efforts. Get to know our neighbors/outreach/get new residents engaged and involved in community events and programs-hopefully more volunteers/'Feel Good, Do Good'. Feel Good about where you live-'Do Good' by getting involved in doing good things for your neighborhood.
This can be included in informational sheets

Who: I have about 20 new residents sent from Bookkeeping (Jan-March 2020); 3 new residents in April-May
The committee will get these lists monthly.

Where/When: Distribution the month after the move in date *3rd Friday of the month by welcome committee and board members to start... **then highlight program with pictures to bring in other residents in areas of Peregrine to help welcome their neighbors.**

What to Include:

Ideas from Board members:

- Welcome letter to **Point them to the website** and should also encourage them to register on the website to receive informative and exciting emails from the HOA.
- Include a request to acquaint themselves with HOA Resources including covenants and R&Rs and community building activities like "Music in the Park" et al; deer resistance plants and other information on website
- overview of Peregrine and living here; role and responsibilities of HOA for residents; basic allocation/use of dues; link to Peregrine website and encouragement to sign up; how to be a part of the community (i.e. volunteering), key info- Peregrine events, trash days, HOA meetings, self help initiatives, etc.
- Contact details for the Board, Z&R, Balbook, police, etc.
- Relevant city information PR materials to include local schools, list of churches, nearby parks and attractions
- a Board of Directors handout that includes our names and photos plus contact info and board meeting schedule to include annual meeting and town hall dates and locations
- gift certificate - local businesses
- Contact current/past advertisers in PL to let them know what we are doing and ask them if/how they want to participate. Some may want to offer gift cards also.
- Use Nextdoor to ask Peregrine homeowners who own businesses in COS, but not necessarily in this area, if they want to participate
- Contact Chris Ausec to see if he could provide promotional flyers etc.
- Peregrine water bottle/coffee cup (1 each or 2 of the same and alternate) -- we are looking at prices now-need logo
- Kids items if we find out they have kids (crayons etc)

- Peregrine logo refrigerator magnet with key phone numbers...like police, fire, poison control, wildlife management, Colo Springs Util -CSU water wise, HOA POC, trash pick-up, etc. phone numbers. Pretty cheaply procured via Staples or others.
*not a big fan of this*already on info sheet that they can put on fridge...b/c numbers change
- VALPAC coupons - *point to Valpac POC information on info sheet

The Action Plan:

- 1) **Receive monthly list of new residents**
- 2) **Excel spreadsheet** with move in month, name, phone number, address.
- 3) **Make welcome bags** with welcome letter from board with president's signature on it...PUT IN THE BAG ** I do not think we need a separate letter sent before we distribute the Welcome bag; other items we agree on
- 4) **Board Members distribute** Welcome baskets/bags the month after the move in month ** we pick a day so it's consistent (Michelle and I to start... others welcome) ***3rd Friday of the month**
- 5) **'Buy in'** and engagement?
 - **Start with bd. members distributing and new residents get to know our faces...**
 - **Spotlight Welcome bags/ program on next door/website/Peregrine Aware to draw in community volunteers to build a Welcome Committee. Get residents in certain areas dedicated to welcoming 'THEIR' new neighbors**

***Draft Welcome Letter (thanks Jim!):*

Dear Mr. & Mrs. Quattlebaum,

On behalf of the Peregrine Homeowner's Association, our Board of Directors, and every Peregrine resident: Welcome to the Neighborhood! We sincerely hope you will enjoy living in this friendly community as much as we do and that you are beginning to feel at home in your new surroundings.

Peregrine is a Premier Mountainside Community, it's pretty amazing place to live, right at the base of Colorado's Front Range. The Board and homeowners take great pride in maintaining our entire neighborhood to blend in with the abundant wildlife and natural beauty of the Rocky Mountains. You are living one step away from the great outdoors!

A Welcome Packet will be delivered to your home shortly, which offers helpful information from things to do and see in Colorado Springs, local businesses and restaurants, places of worship and schools to community activities and events, insight into HOA benefits and governance, and online guidance to almost everything you need to get your household up and running.

When you have a moment, I recommend visiting peregrinehoa.com to familiarize yourself with the plethora of information that will help your family settle into Life in Peregrine. Whilst on the website, register for Peregrine email which provides valuable information such as Alerts, Event News, and other notices.

I'd like to invite you to join us at one of our monthly HOA meetings, our public forum to keep everyone advised of our efforts to maintain a safe, sound and beautiful community. It would also afford us an opportunity to meet you in person.

Until then, if there is anything you need to help finish settling in, please do not hesitate to contact me, any member of the HOA Board, or Derek Patterson our Property Manager at peregrinehoa.com/contact-us. Once again: Welcome to Peregrine!

Sincerely,

Andrew Bird
President, Peregrine Master Association