

# The Peregrine Master Association, Inc.

## Board of Directors Meeting Minutes

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

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

Mr. Poturalski was excused for another appointment.

### Owner's Forum:

Mrs. VanArsdale, 3280 Blodgett Drive discussed a previous request to purchase a portion of the Common Area Tract adjacent to her lot. Discussion followed. It was agreed to obtain a legal opinion to see if this is possible and what may be involved. Legal opinion was received following the meeting "Common areas are owned by every member of the Association, homeowner in Peregrine and would require a Covenant change to sell an individual common area, or a component of a common area. A Covenant change would require a supermajority (66%) positive vote from the members. This would also prove to be very expensive in legal fees". Board members planned to meet with Mrs. VanArsdale to discuss fire mitigation work that is needed in the area behind her home. Thankfully, neighbors, Tony and Terri Condon, volunteered their time and efforts to clear much of this area. Mr. Patterson is also working with Timberline to obtain a proposal to complete the mitigation on the North side of Angelstone Point for properties adjacent to Mrs. VanArsdale's property that would benefit from this work to be accomplished. The intent is to complete mitigation on the north side of Angelstone point as soon as possible.

### Hearings:

A hearing was held for 8330 Laurelwood Lane with the consideration of an initial \$35.00 assessment fine and other enforcement actions for not complying with a landscaping violation. The owner did respond. A motion was made to place the initial fine in abeyance and issue a new compliance date of September 7 for work to be completed or a confirmed date established from a tree vendor to complete the required work. If compliance is met, no fine will be imposed; if compliance is not met, the initial fine will be imposed. The motion carried 5-0 in favor.

A Hearing was held for 8134 Table Mesa with consideration of a \$70.00 fine. There was confirmation through discussions with the homeowners, the owners' property managers, and the renter, that the cat in question does not live at this house. The fines were rescinded. Mr. Patterson was asked to mail the neighbors, who live in the local neighborhood, about possible ownership of the cat. Should that prove inconclusive, humanely trapping the cat would be the next action. Mrs. Sannes works with the Humane Society and may be able to help coordinate trapping the cat.

### **President's Report:**

Mr. Bird reviewed the anticipated year-end financial status and inquired if the Board wished to complete three new projects. Completing Phase II of the common area fence staining, column sealing & capstone painting; Wildfire Mitigation in two common area tracts. Discussion followed. A motion was made to approve an additional \$16,000 for these projects in 2020, which carried 5-0 in favor. The Phase II staining, sealing & painting is contracted at \$10,090, the remaining \$5,910 will fund the wildfire mitigation. He further discussed updates regarding GFL/Bestway and the contract renewal for 2021 which fixed the 3rd year of the trash & recycle rate and recent service concerns. The 2021 fee has been confirmed with GFL excluding a \$20 per house increase for recycle costs that was initially quoted. He discussed Board member recruitment for the Annual meeting, updates for the Welcoming Committee and newsletter, the Gmail SPAM issues for the Board member emails have been corrected. The remaining HOA meetings for 2020 will be conducted virtually and reiterated that owner ARC submittal information can only be shared with a neighbor upon that owner's consent.

Mrs. McArthur was congratulated on her award of Block Captain of the Year 2020 by the Falcon Police Division (CSPD).

### **Secretary's Report:**

The July 8th minutes were approved by an Action Taken Without a Meeting but via email vote, 6-0 in favor.

### **Treasurer's Report:**

Mrs. McArthur provided a review of the Association's financial status. Total assets as of July 31 were \$648,505.75, with an operating cash balance of \$314,569.92 and a reserve balance of \$333,935.83. A list of year-to-date account variances was provided and reviewed.

The July 31 finances were reviewed for Angelstone Point, Alpine Glen, and the Pere-Green Wildcat Garden.

The Aged Receivables Report was reviewed.

The draft 2021 Budgets were reviewed. Numerous line items were reviewed with a question and answer period. It was proposed but no vote was taken to set the income dues level at \$430.00 for the year, which is an increase reflecting inflation. Mr. Juarez requested that the information and costs from the Infrastructure and Landscape Committee be available before voting on the 2021 dues. Work will continue on the Master Budget.

The Angelstone Point budgeted additional Assessment was approved at \$750.00 per year.

The Alpine Glen budgeted additional Assessment was approved at \$523.00 per year.

Mr. Poturalski rejoined the meeting at 6:44 p.m.

## **Committee Reports:**

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

There was discussion on implementing an overnight parking variance issued through the website, which could be used for up to 3-days, four separate times each calendar year. It was agreed to continue working on this pilot program and include it with the draft overnight parking education letter.

There was discussion on changing the current overnight parking times from 11 p.m. to 6 a.m. to 12 a.m. to 6 a.m. A motion was made to update the time which carried 4-2 in favor. (Mr. Bird & Mrs. MacArthur voted against)

The Safety and Security Committee report was reviewed (Attachment #2).

Mr. Poturalski noted that there is a 30% increase over budget in Security patrols due to increased ASI patrols and the continuance of extra CSPD off-duty patrols. Crime rates in Peregrine compared to the surrounding area remains exceptionally low, which may be attributed in part to the increased patrols. Note – the projected cost of 2020 CSPD Extra Duty Patrols and ASI Private Patrols equates to approximately \$3.18 per month per Peregrine homeowner.

The Communications Report & Welcome Committee Report were reviewed (Attachment #3).

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

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

The Landscaping and Infrastructure Report was reviewed (Attachment #6).

Mr. Richards reported that the Colorado Springs Utilities rebate application form will be submitted for this year's irrigation standardization work in the coming weeks.

## **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 violation 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. (11 pages)

It was noted that assessment fines continue to be posted for 2690 Edenderry Drive for landscaping violations and 3360 Blodgett Drive for landscaping violations. The Right to Cure (RTC) process is underway for numerous repetitive landscaping violations at 3360 Blodgett Drive.

The monthly Lawn Care Report was reviewed.

The Water Usage Spreadsheet was reviewed.

## **Old / New Business:**

The owner of 3055 Richfield Drive responded to the Association's request for landscaping repairs but has not given details for his own plan of corrective actions nor a firm date. The RTC process can be initiated after August 24, 2020. The Board agreed to issue another reminder letter that if the owner fails to submit their repairs plan(s) and a date for completing the work, the RTC will be implemented.

Mr. Condon thanked Mrs. McArthur for the HOA gift certificate (thanking him for his many hours of volunteer work with the Landscaping and Infrastructure Committee).

He thanked Mr. Patterson for his help in developing specifications and obtaining bids for repairing Angelstone Point. A contract was signed with repairs to be completed soon.

The meeting schedule for the remainder for 2020 Board meetings, the Budget, and Annual meetings was reviewed.

A copy of the GFL/Bestway contract was reviewed with updates provided from a recent discussion with GFL's Area Manager on the 2021 renewal price. It was stated that the trash & recycling fee for 2021 will be \$180. 2021 will be the last year of a 3-year contract.

There being no further business, the meeting was adjourned at 7:53 p.m.

Kim Sannes  
Secretary

## Attachment #1

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

The committee had a virtual meeting on July 29, 2020 where an education program for overnight parking was discussed.

These items were discussed:

1. The next email should build on the one sent by the Safety and Security committee.
2. Cindy Lua brought up the point that with cars parked on the street at night it is difficult to see people or animals that are hidden by the cars.
3. Cars parked on the street at night are more liable to be broken into and robbed.
4. Don Aitken proposed that there should be a form on the website where a person can ask for an ONP variance. The variance would be limited to a maximum period of 3 days, 4 times a calendar year. The program should include:
  - a. A counter that is prominently displayed with the number of times a variance has been requested. On the fifth attempt a message is displayed saying no more variances will be allowed this year.
  - b. With an approved variance, the owner must print a PDF with the dates for the variance that must be displayed on the dashboard.

### **The Committee submits these two items for Board approval.**

1. Change the time of Overnight Parking to 12:00am to 6:00am.
2. The attached letter which continues the overnight parking education program.

The next meeting is tentatively scheduled for the week of August 17, 2020.

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

Dear Peregrine Neighbors,

One of the issues we all face as Peregrine residents is the occasional need for overnight parking on the streets of our neighborhood. The original developers of Peregrine intentionally designed many of our streets to promote a sense of community while creating beautiful homes on larger, attractive lots. However, during the Peregrine development approval process, it was recognized that narrow streets could restrict access by emergency vehicles. (A recent Peregrine Aware message explained in some detail the problems the Colorado Springs Fire Department might face when dealing with vehicles parked overnight on our streets.) Therefore, the developers were required to prohibit overnight parking (ONP) on our streets as contained in Peregrine's covenants, which all residents are required to follow.

The Association recognizes that residents occasionally may be faced with a situation in which there are too many vehicles for a home's garage and driveway. Such situations can result during family and friend gatherings and/or when visiting guests stay overnight and need a parking space.

In addressing all of the above, the Association is developing a form that will soon be on the Peregrine website. Completion and submittal of the form will allow a resident to request an ONP variance for up to three (3) days with a maximum of four (4) non-consecutive times per year. The completed form (printed off the [www.peregrinehoa.com](http://www.peregrinehoa.com) website) must be put on the dashboard of the vehicle parked on the street overnight. Vehicles bearing this form will not be ticketed by our security company.

It is our hope that this process will make it easier for all of us to balance the need for occasional ONP on our streets while helping to ensure the safety of our Peregrine neighbors.

Respectfully,

The Peregrine Master Association Board of Directors  
and Covenant Compliance Committee

## Attachment #2

### **Peregrine Master Association Safety and Security Committee Activity Report—July 30, 2020**

The Safety and Security Team met on the above date via Zoom teleconference. Attendees were as follows:

Dan Burich / Lindsay Fenton / Warren Peterson, Co-Chair / Rich Poturalski, Chair

Mr Nate Hansen, principal of Woodmen-Roberts Elementary, was not able to attend due to a schedule conflict. He has a standing invitation to attend each month's Safety and Security Committee meetings. It was suggested that his support for the committee is most helpful and that his support be communicated to Woodmen-Roberts teachers and parents.

#### **DISCUSSION**

**Crime Report.** Over the past 30 days, crime remained low compared to the surrounding area. During that period there was one report of incidental theft near Woodmen and Bluffview. Also posted on myneighborhoodupdate.com was a "theft-violent" incident at Mount St. Francis and two incidents of sex offender compliance near the 3000 block of Richfield Drive.

**Traffic Calming Improvements Status.** Purchase orders were placed several months ago for the pedestrian crossing signs and the flashing speed check sign. Lane striping has been delayed as the addition of bicycle lanes is being added to the design consideration. No additional status is available on either of these items at this time.

**Motorcycle Mayhem.** The committee agreed that there appears to be a noticeable reduction in "motorcycle mayhem" and the associated noise and speeding over the past 30 days. The committee suggests that the Board send a "note of thanks" to Commander Tish Olszewski and Officer Chris Ausec for CSPD's support.

**Budget.** The current 2020 budget was reviewed by the committee to include the current CSPD and ASI costs and supplemental set-aside funds of \$3,000. At this time, the committee recommends that the current budget and expenditure levels remain intact for the 2021 budget. The current 2020 budget Line Item 538, Security / Extra Duty Patrols is \$28,850 with the following breakout:

- ASI budget set at \$13,845
- CSPD budget set at \$12,005
- \$3k set aside fund (unused)

The current budget run rate from January 2020 through June 2020 is over budget, primarily due to increased weekend ASI patrols and CSPD billings. Some of the overrun may be offset by the unused \$3k set-aside.

**Patrol Schedule.** The committee reviewed the current schedule and decided to modify the schedule for the period, September through November. That schedule include switching one weekday patrol for ASI and planning a daytime CSPD patrol on Saturday versus a Sunday overnight patrol each weekend.

**Overnight Parking.** The committee reviewed the current efforts of the Covenant Compliance Committee and concurs with their efforts. In addition, the committee suggests that the current ONP hours remain as is from 11 pm to 6 a.m. (On 8/3/20, Mr. Poturalski and Mr. Peterson provided edits to the CCC chair on an ONP education correspondence for residents.)

Submitted by:  
Rich Poturalski  
Safety and Security Committee Chair

## Attachment #3

### Communications Committee – Campaigns July 2020

#### **Strategy: 'Community Building'**

- Peregrine April Campaigns:
  - Audience/contacts: 1048; 1004 Subscribers
- Mailer Campaign Report

<b>Date and Event</b>	<b>Unique Opens</b>	<b>Click-Through</b>	<b>Recipients</b>
August 4: Party & COVID-19 Advisory	50.6%	0%	508
July 22: GFL Recycle Challenge, Rescheduled	48.7%	0.0%	488
July 20: Peregrine Board of Directors Elections 2021	38.1%	0.8%	382
July 14: Peregrine Aware - Overnight Parking on Emergency Vehicle Response (Correction)	57.8%	0.9%	580
July 9: 2020 CSFD Wildfire Chipping	44.0%	6.5%	441
July 3: Peregrine Aware - Enjoy the Fourth of July Safety	39.7%	0.0%	399

#### **Welcome Committee/Program:**

- Need copies of welcome letter and informational sheets
- What else to include in bags?





Dear

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](http://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](http://peregrinehoa.com/contact-us). Once again: Welcome to Peregrine!

Sincerely,

Andrew Bird  
President, Peregrine Master Association

## Attachment #4

### Alpine Glen Committee (AGC) Report – August 2020

- **July AGC Meeting.** Conducted August 9, 2020 via Zoom.
- **2021 Budget.** 2021 budget has been completed and submitted to the BOD, via Z&R, on August 2, 2020.
- **Committee Member Resignation.** Committee Member, Crysti Klinker resigned on July 18, 2020 for personal reasons an family commitments.
- **Resident Survey.** The 2020 Resident Survey was released on July 10, 2020. Responses are due August 8, 2020. Intent of survey is to gather information, concerns, recommendations and validations of our 5 year plan for Alpine Glen.
- **AGC Document Access.** Detailed minutes of the AGC meetings and associated documents are assessable at [https://drive.google.com/drive/folders/1F5J8NegeCoZQizr19\\_V-yCYIfKzsvMj](https://drive.google.com/drive/folders/1F5J8NegeCoZQizr19_V-yCYIfKzsvMj)
- The AGC continues to meet virtually for the near future and until COVID-19 restrictions are lifted. Next meeting is scheduled for September 13, 2020.

Harry Flanagan  
Alpine Glen Committee Chairman  
[HDFlanagan@aol.com](mailto:HDFlanagan@aol.com)  
719-650-4099

## Attachment #5

### Community Events

- Cinema in the Park
- Event has been cancelled due to changed restrictions in regards to Covid 19
- Music in the Park
- CANCELLED

### Thanksgiving Turkey Trot

- Set for Thanksgiving Day November 26<sup>th</sup> starting at 9 a.m.
- We will not require a special permit or a noise hardship form for this event
- I will be contacting the new principal of WRE prior to this board meeting to ensure that we will be able to use the grass area between the staff car park and the tennis courts
- I will meet with Rich to confirm the route and ensure that this information is presented to the relevant police department for approval.
- About 6 weeks prior to the event I will organize the signs for the event- to allow time for advertising the event
- Prizes will be purchased closer to the time.
- Volunteer requests etc. Will be issued a month before the event along with the police receiving a map of our routes etc for their approval.

## Attachment #6

### **Landscaping and Infrastructure Committee Report – 5 August 2020**

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

- ULS has completed all scheduled irrigation standardization work for the summer. Selective replacements will continue next summer based upon the judgment of ULS irrigation staff. We will be submitting required documentation to apply for an irrigation rebate for water expenses from Colorado Springs Utilities now that the scheduled work has been completed.
- The summer staining project for half of the HOA-owned fences has been completed. Refurbishment and coating of fence capstones is scheduled for completion by 14 August 2020. The second half of HOA-owned fencing will be stained along with capstone refurbishment next summer.
- Planning is in work to update a rolling 3-year plan for landscaping and infrastructure. Fire mitigation and irrigation valve replacements are two upcoming priorities over a multi-year period. We are anticipating major expenses as we continue to repair/replace 30+ year old infrastructure.

Jim Richards  
Chair, Landscaping and Infrastructure Committee