

## **THE PEREGRINE Master Association, Inc.**

### **Board of Directors Meeting Minutes**

Location: Telecommunication due to COVID-19 Yellow Status

March 10, 2021

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Mr. Bird called the meeting of the Board of Directors to order at 6:00 p.m. Present were:

Andrew Bird	President
Michelle McArthur	Vice President
Lindsay Fenton	Secretary
David Fulton	Treasurer
Steve Garcia	Director at Large
Brad Helton	Director at Large
Kristen Petersen	Director at Large
Derek Patterson	Z&R Property Management
Kristie McKitterick	Balanced Bookkeeping

\*7 additional Peregrine residents were in attendance.

#### **Owner's Forum:**

No suggestions or comments were submitted.

#### **Hearings:**

None.

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

Mr. Bird touched on some of the new landscaping projects underway, the submittal format for monthly committee reports, and a proposed Covenant Amendment submitted for review by The Sanctuary at Peregrine HOA Board (8-pages). The Amendment was approved as submitted. There was a discussion on concerns from homeowners regarding speeding motorcycles which tend to begin in early spring. The Board discussed the limited resources available to us in managing this issue and reviewed previous actions addressed with CSPD in 2020. The Board will continue to manage this situation with an understanding of these parameters.

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

Mr. Fulton provided a review of the January and February financials. Total assets as of February 28th were \$940,905.90, with an operating cash balance of \$464,778.32, a reserve balance of \$394,570.63 and an accounts receivable balance of \$81,556.95. It was noted that snow removal expenses are running higher than expected for this time of the year (\$3,400.00 over budget).

The Aged Receivables Report was reviewed.

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

The February Board meeting minutes were approved by an email vote (Action Taken Without a Meeting – ATWAM), with the votes being 7-0 in favor.

## **Committee Reports:**

The Safety and Security Committee report was reviewed (Attachment #1).

Informational topics for the monthly newsletter were reviewed. The additional May 17<sup>th</sup> chipping event will be publicized to help bring attention to this event.

The Safety and Security budget was reviewed and adjusted to \$32,000 at the February Board meeting. Private and police patrols have been adjusted for March and April. Crime incidents will continue to be closely monitored. Further 2021 patrol schedules and budget projections will be provided to the Treasurer.

The members were all appointed to the Committee.

The Landscaping and Infrastructure Report was reviewed (Attachment #2).

A detailed summary was provided for the five projects for this year. The projected 2021 investment for these projects is \$50,000.

Updates and current photographs were reviewed for the Orchard Valley Rejuvenation Project (14-bed locations, new rock, boulders, irrigation, plants, etc.).

A bid was just received for updating the landscaping at the south entrance sign on Centennial Blvd.

The members were all appointed to the Committee.

The Covenant Compliance Report was reviewed (Attachment #3).

The vision for this committee and current neighborhood topics were discussed including a snow shoveling program, letter revisions, and the review of sign covenant language.

The members were all appointed to the Committee.

The Community Events Report was reviewed. (Attachment #4).

The Community Egg Hunt was canceled but a virtual egg decorating contest was proposed and approved to move forward. This contest will occur from March 27 through April 7. The contest will be promoted through the website, Instagram and Facebook.

A possible music concert to benefit first responders was discussed and further information regarding collaboration with this non-profit organization will be reviewed.

A rescheduling of Music and Cinema in the Park was also considered. COVID restrictions will continue to be monitored and guide event decisions.

The Alpine Glen Report was reviewed (Attachment #5).

The Communications Report was reviewed (Attachment #6).

The Board was updated on the overall communication strategy for the Association. Communication platforms were discussed, which include our website, social media accounts (i.e., Facebook, Instagram, Nextdoor), Mailchimp (i.e., monthly newsletter, Peregrine Alert/Aware emails) and Zoom.

Our communication with new residents through welcome bags was also reviewed.

### **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.

The monthly Lawn Care Report was reviewed for February.

The Water Usage Spreadsheet was reviewed. There was zero water usage this month because the irrigation system has not yet been turned on for the season.

Mr. Patterson reviewed a new bid for erosion/drainage correction at the common area tract adjacent to Alpine Glen (the CSU easement entry road).

### **Old / New Business:**

The 2021 Peregrine Survey was discussed, with plans for one main survey to be conducted in May. The Board Secretary will lead this project.

There was a discussion on implementing a snow shoveling volunteer program for the community; for those residents who may need assistance. Several logistical matters need to be figured out. Mrs. Petersen will continue to work to see if this program can be implemented.

Colorado Springs 150 Tree Challenge celebrates the City's 150th anniversary where the City hopes to plant 18,071 new trees throughout the City over the next 2 years. A plan will be developed for how to support this program. More information can be found at [coloradosprings.gov/tree150](https://coloradosprings.gov/tree150). Mrs. Petersen and the Covenant Compliance Committee will be coordinating this effort for the Peregrine community.

There was a discussion on the proposed rezoning of the current Verizon building at 2424 Garden of The Gods Road and N. 30<sup>th</sup> Street and if the Association will support opposing the rezoning application. It was agreed to issue a letter in support of the Mountain Shadows Community Association to the Colorado Springs City Council and the City Planning Commission. The Board voted 7-0 in favor of this letter of support.

There was a discussion on the Association's Board meeting Zoom account and if individual accounts need to be established or if the current version is satisfactory. It was agreed to keep the business account for the entire Board's use.

The owners of 8015 Applestone Trail submitted a request for a home business. The request form and associated details were reviewed, and the request was approved as submitted 7-0 in favor.

There was a discussion on service interruptions with trash (GFL), and it was agreed to continue issuing any service interruption email alerts so the residents know as soon as possible. It was also noted that the 3-year contract is expiring at the end of 2021. Mr. Bird and Mr. Fulton will be coordinating the bid process and negotiation of a new contract.

The owners of 7910 Heartland Way submitted concerns with City snow removal and problems with accessing streets in the community that are not primary snow removal routes. It was asked if the Association could assist with snow removal on Heartland Way, due to the unique

challenges that snow creates on the road. Discussion followed. It was agreed that Association's snow removal assistance would not be conducted on Heartland Way, and specifically on City streets.

There being no further business, the meeting was adjourned at 8:04 p.m.

Lindsay Fenton  
Secretary

# Peregrine Master Association

## Balance Sheet

As of February 28, 2021

	Feb 28, 21
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
100 · Operating Accounts	
101 · ENT - Checking	153,022.97
102 · ENT Operat Savings	61,811.36
106 · Chase Operating MM .04%	249,943.99
Total 100 · Operating Accounts	464,778.32
150 · Reserve Savings Accounts	
148RES · TCF MM .25%	189,606.56
149RES · ENT Reserve MM .20%	41,984.84
151RES · Wells F Advis Reserve MM .05%	162,979.23
Total 150 · Reserve Savings Accounts	394,570.63
Total Checking/Savings	859,348.95
Accounts Receivable	
110 · Accounts Receivable	81,556.95
Total Accounts Receivable	81,556.95
Total Current Assets	940,905.90
<b>TOTAL ASSETS</b>	<b>940,905.90</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
204 · Trash Service - PreBilled	123,450.00
205 · Master Assessments - PreBilled	298,200.00
208 · La Bellezza - PreBilled	16,450.00
209 · Sanctuary@Peregrine - PreBilled	13,422.50
210 · Villages@Peregrine - PreBilled	11,147.50
Total Other Current Liabilities	462,670.00
Total Current Liabilities	462,670.00
Total Liabilities	462,670.00
Equity	
296 · Fund Balance	447,004.26
Net Income	31,231.64
Total Equity	478,235.90
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>940,905.90</b>

# Peregrine Master Association

## Income Statement Budget Performance

### February 2021

	Feb 21	Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
Income			
301 · Master Assoc. Assessment	29,820.00	29,820.00	0.00
302 · Trash & Recycling	12,345.00	12,255.00	90.00
303 · Interest Income (Operating)	54.86	0.00	54.86
304 · Late Fees	250.00	0.00	250.00
305 · LaBellezza Assessment	1,645.00	1,645.00	0.00
306 · Sanctuary Assessment	1,342.25	1,342.00	0.25
307 · Villages Assessment	1,114.75	1,114.75	0.00
314 · A/R Interest	155.32	0.00	155.32
<b>Total Income</b>	<b>46,727.18</b>	<b>46,176.75</b>	<b>550.43</b>
<b>Gross Profit</b>	<b>46,727.18</b>	<b>46,176.75</b>	<b>550.43</b>
Expense			
512 · Accounting/Office Administration	1,323.34	1,325.00	(1.66)
513 · Administration	900.61	1,000.00	(99.39)
514 · Audit	0.00	2,600.00	(2,600.00)
515 · Community Events	0.00	300.00	(300.00)
516 · Community Projects	0.00	0.00	0.00
517 · Contingency	0.00	416.67	(416.67)
519 · Electric	18.56	79.17	(60.61)
521 · General Maintenance & Repairs	1,010.00	1,270.84	(260.84)
525 · Insurance	352.00	13,500.00	(13,148.00)
527 · IT Support	0.00	0.00	0.00
530 · Landscaping	125.00	0.00	125.00
532 · Lawn Contract	4,288.00	4,291.67	(3.67)
535 · Legal Expense	0.00	208.34	(208.34)
536 · Legal Reimbursement	0.00	(83.34)	83.34
537 · Management	4,641.67	4,641.67	0.00
538 · Security/ Extra Duty Patrols	3,228.08	2,666.67	561.41
541 · Snow Removal	5,262.00	2,857.15	2,404.85
542 · Sprinkler System Mgmt/Repair	0.00	0.00	0.00
543 · Trash & Recycling	12,202.44	12,255.00	(52.56)
544 · Tree Maintenance	0.00	0.00	0.00
546 · Water	0.00	0.00	0.00
562 · Winter Water	0.00	625.00	(625.00)
563 · Storm Water Expense	285.30	333.34	(48.04)
<b>Total Expense</b>	<b>33,637.00</b>	<b>48,287.18</b>	<b>(14,650.18)</b>
<b>Net Ordinary Income</b>	<b>13,090.18</b>	<b>(2,110.43)</b>	<b>15,200.61</b>
<b>Other Income/Expense</b>			
Other Income			
601 · Interest Income Replacem Funds	1,366.99	0.00	1,366.99
<b>Total Other Income</b>	<b>1,366.99</b>	<b>0.00</b>	<b>1,366.99</b>
Other Expense			
653 · Landscape Reserves	0.00	0.00	0.00
655 · Fire Mitigation - Reserves	0.00	0.00	0.00
<b>Total Other Expense</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Net Other Income</b>	<b>1,366.99</b>	<b>0.00</b>	<b>1,366.99</b>
<b>Net Income</b>	<b>14,457.17</b>	<b>(2,110.43)</b>	<b>16,567.60</b>

# Peregrine Master Association

## Income Statement Budget Performance

### February 2021

	Jan - Feb 21	YTD Budget	\$ Over Budget	Annual Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
301 · Master Assoc. Assessment	59,640.00	59,640.00	0.00	357,840.00
302 · Trash & Recycling	24,690.00	24,510.00	180.00	147,060.00
303 · Interest Income (Operating)	176.04	0.00	176.04	0.00
304 · Late Fees	1,110.00	0.00	1,110.00	0.00
305 · LaBellezza Assessment	3,290.00	3,290.00	0.00	19,740.00
306 · Sanctuary Assessment	2,684.50	2,684.00	0.50	16,107.00
307 · Villages Assessment	2,229.50	2,229.50	0.00	13,377.00
314 · A/R Interest	155.32	0.00	155.32	0.00
<b>Total Income</b>	<b>93,975.36</b>	<b>92,353.50</b>	<b>1,621.86</b>	<b>554,124.00</b>
<b>Gross Profit</b>	<b>93,975.36</b>	<b>92,353.50</b>	<b>1,621.86</b>	<b>554,124.00</b>
<b>Expense</b>				
512 · Accounting/Office Administration	2,646.68	2,650.00	(3.32)	15,900.00
513 · Administration	1,035.07	2,000.00	(964.93)	17,950.00
514 · Audit	0.00	2,600.00	(2,600.00)	2,600.00
515 · Community Events	0.00	600.00	(600.00)	10,000.00
516 · Community Projects	0.00	0.00	0.00	1,850.00
517 · Contingency	0.00	833.34	(833.34)	5,000.00
519 · Electric	(49.94)	158.34	(208.28)	950.00
521 · General Maintenance & Repairs	1,791.00	2,541.68	(750.68)	15,250.00
525 · Insurance	352.00	13,500.00	(13,148.00)	13,500.00
527 · IT Support	1,475.00	0.00	1,475.00	3,000.00
530 · Landscaping	125.00	0.00	125.00	7,500.00
532 · Lawn Contract	8,576.00	8,583.34	(7.34)	51,500.00
535 · Legal Expense	0.00	416.68	(416.68)	2,500.00
536 · Legal Reimbursement	0.00	(166.68)	166.68	(1,000.00)
537 · Management	9,283.34	9,283.34	0.00	55,700.00
538 · Security/ Extra Duty Patrols	4,895.48	5,333.34	(437.86)	32,000.00
541 · Snow Removal	9,117.00	5,714.30	3,402.70	20,000.00
542 · Sprinkler System Mgmt/Repair	0.00	0.00	0.00	15,000.00
543 · Trash & Recycling	24,437.12	24,510.00	(72.88)	147,060.00
544 · Tree Maintenance	0.00	0.00	0.00	3,850.00
546 · Water	(120.00)	0.00	(120.00)	69,600.00
562 · Winter Water	0.00	1,250.00	(1,250.00)	2,500.00
563 · Storm Water Expense	570.60	666.68	(96.08)	4,000.00
<b>Total Expense</b>	<b>64,134.35</b>	<b>80,474.36</b>	<b>(16,340.01)</b>	<b>496,210.00</b>
<b>Net Ordinary Income</b>	<b>29,841.01</b>	<b>11,879.14</b>	<b>17,961.87</b>	<b>57,914.00</b>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
601 · Interest Income Replacem Funds	1,383.36	0.00	1,383.36	0.00
<b>Total Other Income</b>	<b>1,383.36</b>	<b>0.00</b>	<b>1,383.36</b>	<b>0.00</b>
<b>Other Expense</b>				
653 · Landscape Reserves	0.00	0.00	0.00	45,000.00
655 · Fire Mitigation - Reserves	0.00	0.00	0.00	5,000.00
<b>Total Other Expense</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>50,000.00</b>
<b>Net Other Income</b>	<b>1,383.36</b>	<b>0.00</b>	<b>1,383.36</b>	<b>(50,000.00)</b>
<b>Net Income</b>	<b>31,224.37</b>	<b>11,879.14</b>	<b>19,345.23</b>	<b>7,914.00</b>

Safety & Security Committee Report

Meeting held on February 28, 2021 – 4pm via Zoom

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1. Safety & Security Committee members in attendance: Steve Garcia, Lindsay Fenton, Dan Burich, Warren Peterson. Rich Poturalski attended in consultation.
2. Discussed updated S&S budget line for 2021
  - a. Discussed budget impact on current patrol schedule
  - b. Discussed surveying residents to collect the most current resident-driven data; reviewed questions to include in survey.
  - c. Monitoring Crime Rates –
    - i. We will track data using [MyNeighborhoodUpdate.net](https://communitycrimemap.com/) and LexisNexis’ <https://communitycrimemap.com/>
    - ii. We will track the following incidents: theft, burglary, motor vehicle theft, assault.
3. Peregrine HOA Newsletter – discussed topics to cover:
  - a. Fire Mitigation
  - b. Preparing for Spring Break – Securing Your Home
4. Discussed the idea of a virtual town hall with Chris Ausec, Falcon Division Crime Prevention Officer. He could provide valuable crime information to our residents regarding trends, reporting, patrols and neighborhood vigilance.
5. Follow-up items:
  - a. Flashing pedestrian sign at Marshall Sprague Park
  - b. Speed check sign
6. Next Meeting – March (date/time TBD)

Steve Garcia  
Safety & Security Committee Chair



## **2021 Peregrine Landscaping and Infrastructure Projects**

### **Recent Events & Next Steps:**

- Project #1 Finalize Orchard Valley Beds – COMPLETE
- 3/3/21 Irrigation System Water Turned On by CSU
- 3/9/21 Initial Planning Meeting w/ULS for Projects #2, #3 & #5
- Provide Update on Plan for Projects #2, #3 & #5 at April Board Meeting

### **2021 Project Summaries**

#1 - Finalize renovation of Orchard Valley Beds. Complete the last section of work on Orchard Valley Road which will repair, rejuvenate and where necessary replant all existing beds along W. Woodmen and Orchard Valley. This is a large section with 14 beds along Orchard Valley and the corners at two intersections: Spirerock/Orchard Valley and Orchard Path/Orchard Valley. Costs to complete this area are divided into three categories: Labor, Dump Fees, and Irrigation/Plants/Decorative Rock. Groundwork in the existing beds and corners is more difficult than areas previously worked. The hardpacked earth and Pikes Peak granite needs to be dug out by hand to a depth of four inches. All dead bushes and junipers will be removed. All current irrigation lines will be removed. Dump fees for all the removed material are expensive. The current estimate is it will take 8/9 dump truck loads to clear the beds. New irrigation, weed block, edging, rocks to match the rest of the beds already completed, shrubs and decorative boulders will be installed.

The initial quote from ULS was \$41,717 and has been negotiated down to \$40,000. This cost is lower than the \$42,000 that was invested in the west side of the Orchard Valley opposite the detention pond in 2018. The size of both projects is similar in materials.

#2 - Rejuvenation of Peregrine West Entrance. The current west entrance Peregrine Sign on Centennial needs to be expanded to create a much stronger visual impact in keeping with our Premier Mountainside Community brand. Early this year we discovered that irrigation surrounding Alpine Glen reaches the sign area and can be easily modified to include drip lines instead of sprinkler heads. The rock in the single, large bed needs to be removed and new bed built and extended. Weed block, irrigation lines and garden soil need to be installed as well as seasonal color annual plantings. The current pines above the current Peregrine sign need better irrigation, old wooden stakes removed, and a defined area built around the grouping of trees. A lot of this work is intended to be done with self- help/volunteer(s).

#3 - Annual Color Planting at 4 Filing Signs. Adding color to the entrance of Peregrine has proved to be popular with residents. In 2021 there are four identified monument signs with irrigation. An effort will be made to plant additional flowers for added color, more so than the marigolds planted in the past two years.

#4 - Wildfire Fire Mitigation (Area TBD). Wildfire mitigation has been a low priority over the years and the L&I committee are proposing dedicated funding for 2021. In the post COVID-19 period there is no expectation of shared CSPD funding in 2021/2. There are several areas of choice and working with Z&R a multi-year fire mitigation plan for 2021 and beyond will be reviewed in the Smart Property system.

#5 – Erosion Control North of Sawback and West Woodmen Intersection. Build a low cost rock erosion control barrier, similar to that installed on the western most corner of Edenderry & W.Woodmen, above the sidewalk opposite the west entrance of Sawback Trail. The current swale behind the proposed rock barrier will be cleared out and regraded, as necessary.

<u>Project</u>	<u>Cost</u>
#1 Finalize renovation of Orchard Valley Beds	\$40,000 Bid
#2 Rejuvenation of Peregrine's East Entrance	\$2,000 Est
#3 Annual Color Planting at 4 Filing Signs	\$1,500 Est
#4 Wildfire Fire Mitigation (Area TBD)	\$5,000 Est
#5 Erosion Control North of Sawback and West Woodmen Intersection	<u>\$1,500 Est</u>
<b>2021 Total</b>	<b>\$50,000</b>

## Compliance Committee- February 2021

### Meeting via Zoom Feb. 8, 2021

Those in attendance: Kristen Petersen, Chair, Lynne Zuluaga, Committee Secretary, Tom Keating, Cindy Lua, Ericka Wills

- Selection of secretary for the committee for the year- Lynne Zuluaga volunteered.
- **Vision for the committee-** Kristen discussed the vision statement for the committee which reflects the overall goals of the committee- to complete our work in an effective, respectful and efficient way to best serve our community.
- **Snow Shoveling Letter and Issues-** Kristen brought up, mainly as an example, our current compliance letter for shoveling sidewalks when it snows. The need for a more neighborly approach for first letters along with the need for more strongly worded letters for repeat offenders was talked about. Several members mentioned the idea for putting together those who need help shoveling with those who wish to volunteer to do so. Some suggestions included middle and high school students who need volunteer hours for the various organizations to which they belong (NHS, JROTC, etc.). The idea of having folks see the HOA as more of a resource and less of an enforcer was spoken of as positive and in line with our committee goals. The question about who is responsible for shoveling the sidewalk between MSF and Orchard Path Rd. was raised.  
**CONCLUSION:** There is a consensus on the need to revamp our compliance letters overall, particularly to make them more neighborly when it's a first notification and to have more teeth for repeat offenders. The idea of putting together volunteers with those who need helped was warmly received by the committee. MSF is responsible for that area of sidewalk. **Outcome:** 1. The letter will be revamped. 2. Work on a volunteer list and coordinating shoveling. 3. Contacts will be made to EVMS and other groups to promote shoveling opportunities.
- **Signs in Neighborhood-** Kristen brought up a recent complaint about a sign in someone's yard. A neighbor has repeatedly complained about this sign, saying that it violates our rules against keeping up political signs. The sign in question is a Black Lives Matter sign. Committee members noted that the current HOA definition of a political sign is one which relates to a political candidate or ballot issue. There was a question as to whether the HOA needs to adjust our rules or add more rules with time limits on all signs or other options for general sign removal. Several committee members brought up various types of signs that someone could, in theory, find offensive including sports team signs and religious signs, among others. **CONCLUSION:** There was overwhelming unanimous agreement by the committee that A) this is not a political sign as it is not for a particular candidate or ballot issue, and B) we do not support adding more restrictions vis-à-vis these types of signs/flags. Outside of the already defined signs in the neighborhood, it becomes difficult to determine what is/not a sign and whether the item is offensive (examples were given such as various flags or symbols as protected speech when on private property).
- **Messaging for Community-** The committee discussed how to best get our messaging out about compliance issues. For example, when there seems to be a pattern of violations in a particular area, perhaps we could address it more broadly in the

newsletter. **CONCLUSION:** The committee agreed that the newsletter would be a good choice to address patterns of issues within our community.

- **Other Business-** Overnight parking for visitors is being addressed. There are currently technical issues, but they are being worked on. Tom suggested more explanations be given to residents about why we have parking restrictions. Lynne Suggested parking placards for households that could be used for overnight visitors. Tom had a question about paint colors for houses, and Kristen will check and get back to him. Lynne suggested forms for requests being made to the ARC. Cindy said that there already are forms, but under a different tab on the website. Kristen suggested that perhaps people don't realize that there are forms, and that they could be made easier to find.

- **Community Events**

Michelle McArthur- thanks to Lindsay and Kristen for additional ideas!

- **Peregrine Community Egg Hunt:** Cancelled. Replacement idea is to hold an Easter Egg decorating competition, cost approx \$200-\$250. There would be 3 age brackets 2-5, 6-8, and 9-12, prizes being given are \$15 visa gift cards for each of the 3 winners per bracket, with an over all winner prize \$20. Promoted via website, facebook, twitter and email. Applications submitted from March 27<sup>th</sup>-April 7<sup>th</sup>.
- **Cinema in the Park:** June 5<sup>th</sup> 8.30 p.m- 10.30 p.m. at Woodmen Valley Park. Special event permits and noise hardship form have been started, and the screen rental company have been contacted. My advice is still to postpone this event till end of July 2021- possible dates July 23<sup>rd</sup> or July 30<sup>th</sup>. Cost approx \$2000, I will approach NTSOC and Debbie Reardon to see if they would be willing to sponsor.
- **Music in the Park:** June 18<sup>th</sup> 6.30 p.m.-8.30 p.m at Woodmen Valley Park. Special Event Permit and the Noise hardship have been started, dependent on restrictions. We have one band that are mostly Peregrine residents, Blue Solstice, that have confirmed their availability, cost \$750, they have all the equipment required, playing a wide range of music suitable for families. My advice would be to postpone this event till August in case of changes in restrictions. I will be contacting caterers, face painting, and balloon twisting in the next week for availability etc. Cost approx. \$6000-\$6500. I will approach Debbie Reardon and NTSOC to see if they would be willing to sponsor.
- **Turkey Trot,** set for November 25<sup>th</sup> between Woodmen Roberts and the Tennis courts. No permits are required and very little planning, awaiting restrictions etc. closer to the time. Cost estimate \$150.00-\$200.00
- Please note we have been approached by a non-profit, NCETS, who are looking for our help with a music event for first responders, they are looking specifically for help with permits, promoting, sponsors, and maybe be sound and stage team costs. That is currently all the information received, my estimate of the costs would be around \$1000-\$2000.00. This is something that we need to make a board decision on soon, as they will be looking to also hold possibly at Woodmen valley Park during the Summer.
- Proposed event- Scavenger Hunt Woodmen Valley Park in the fall. More details to follow.
- A tour of Falcon Subdivision for children and parents, children would be shown all the areas of the station and get to meet officers, detectives and even examine a cruiser! I am awaiting further information from Officer Ausec, as to when these activities start again.

Michelle McArthur- Community Events.

## **Alpine Glen Committee (AGC) Report – March 2021**

Meeting Minutes, February 14, 2021

The AGC Zoom meeting occurred Sunday, February 14, 2021, 6PM-6:30PM. Attendees - Harry Flanagan, AGC Chairman; Ron Finch, Committee Member; Lynn Martinez, Committee Member; Andy McArthur, AGC Budget Lead; Michelle McArthur, Peregrine Master Association (PMA) Vice President /Committee Advisor; Theresa and Tim Blocher – AG Neighbor Guests; Unavailable/ Absent - Peter Harding, Committee Member.

- **Old Business**

- **2021 Mulch-to-Rock Projects (Ron).** ULS started work February 22, 2021 on the two large beds behind 2592/2580/2568 Sierra Oak. This project was completed on February 24, 2021. We will have to wait until the sprinklers are turned in on the spring to ensure drip line serviceability based on repairs/replacement conducted.
- **2021 AGC Landscaping (Andy/Lynn).** No Change. The AGC agreed to target \$1,000 in 2021 for refreshed plants in the new rock areas behind 2592/2580/2568 Sierra Oak. Lynn will work with the affected neighbors to gain input on type of plants desired. This is anticipated as a neighborhood self-help activity.

- **New Business.**

- **Monthly BOD Report (Harry).** The February report was submitted to Z&R Management on January 26, 2021. The AGC reviewed and had no additional comments.
- **Key Items from PMA BOD Meeting, February 2, 2021 (Harry).** The following items from the BOD meeting were shared with the Committee:
  - New PMA BOD Members – Andy Bird remains President; Michelle McArthur is Vice President; 5 new Directors
  - PMA BOD initiatives to reach out to Peregrine Community....includes newsletter and increased information blasts and use of the website (peregrinehoa.com)
  - Approach to reserve target and management - \$400K target to achieve anticipated infrastructure needs integrated with on-going improvement projects
  - Landscaping initiatives and wildfire mitigation – both still being finalized for 2021. Expected landscaping improvements include the rejuvenation of the Peregrine West Entrance, finalizing renovation of the Orchard Valley beds, color (flower) planting at entrance signs and selective erosion control projects.
- **Community Events (Michelle).** Easter Egg Hunt is cancelled; COVID status/state mandates will determine if Cinema/Music In The Park event go forward in June as well as Turkey Trot in November.
- **2020 Budget Review (Andy).** Budget is healthy with a balance of \$32,376.72. (2020 end of year balance coupled with 2021 AG dues). With anticipated operating expenses of approximately \$11K and \$12.5K for 2021 mulch-to-rock projects, we should finish 2021 with a surplus to assist in the final mulch-to-rock project in 2022 as well as maintaining our reserve.

## **Alpine Glen Committee (AGC) Report – March 2021**

Meeting Minutes, February 14, 2021

- **Other Topics from Committee Members (All).** Ron brought up an initiative to establish a text based notification system with AG for important information, i.e. bear sightings, emergencies, etc. for resident awareness. Michelle will take the lead on this in her role as our Block Captain.
- **Next Alpine Glen Committee Meeting (All).** Our next meeting is scheduled for Sunday, March 14, 2021, 6-6:40 PM. The meeting will be conducted virtually via Zoom with agenda and documents published by March 10, 2021. AG resident guests are encouraged to attend as well.

Harry Flanagan, Alpine Glen Committee Chairman

[alpineglen.committee@gmail.com](mailto:alpineglen.committee@gmail.com) [HDFlanagan@aol.com](mailto:HDFlanagan@aol.com)

7613 Sierra Pine Drive 719-650-4099

## Communications Report - March 2021 Board Meeting

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### 1) Overall Platforms/Strategies

- a. Website
- b. Nextdoor
- c. Social Media - Instagram & Facebook
- d. Mailchimp – Email Communications
  - i. Newsletter - Jan 14, 2021 – 53.1% Open Rate, 8.8% Click Rate
    - 1. Highest Clicks – Snow Removal Blog (40%), Board Minutes & Main Peregrine page (each at 17%)
    - 2. Added 15 new Instagram followers
    - 3. Sent on Thurs, 8:30am – highest open rate at 11am
    - 4. Sent via email, posted on Nextdoor, created a website blog post
  - ii. Peregrine Alert – Harassment - Jan 20, 2021 - 68.7% Open Rate, No Links
  - iii. Feb Board Mtg – Jan 26, 2021 – 45.2% Open Rate, 1.7% Click Rate
  - iv. Peregrine Aware – GFL Trash Collection - Feb 16, 2021 – 60.2% Open Rate, No links
  - v. Newsletter - Feb 22, 2021 – 51.3% Open Rate, 5.7% Click Rate
    - 1. Highest Clicks – Facebook (24%), Feb Mtg Minutes (23%), Scoop the Poop Blog (14%)
    - 2. Added 19 new Facebook followers/likes
    - 3. Sent on Mon, 7:30am – highest open rate at 8am
    - 4. Sent via email, posted on Nextdoor, created a website blog post
  - vi. Newsletters will go out when Board Meeting minutes are available – estimated by 3<sup>rd</sup> Wednesday of the month.
  - vii. For future consideration:
    - 1. Introduce “Resident Spotlight”
    - 2. Research resident businesses to feature/sponsorship
- e. Peregrine Welcome Bags
  - i. Delivered 6 bags in Jan 2021
  - ii. Have 6 to deliver for Feb 2021

### 2) Create a communications schedule/standard – how often do we communicate?

- i. Guidelines/standards for communications
- ii. Board Meeting Agenda - monthly
- iii. Newsletter – monthly
- iv. Peregrine Aware – general notifications that cannot wait until next newsletter (e.g., GFL updates, deadlines, board meeting info, etc.). Sent as needed.
- v. Peregrine Alert – items requiring immediate attention/alert. Sent as needed.

### 3) Topic of Discussion – Communications Committee

Lindsay Fenton  
Communications Lead