

The Peregrine Master Association, Inc.

Board of Directors Meeting Minutes

Location: Telecommunication due to COVID-19 Guidelines

April 14, 2021

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
Steven Garcia	Director at Large
Brad Helton	Director at Large
Kristen Petersen	Director at Large
Derek Patterson	Z&R Property Management
Kristie McKitterick	Balanced Bookkeeping

* 14 Peregrine residents were in attendance.

Owner's Forum:

The owners of 7990 Orchard Path submitted a letter before the meeting regarding a recent ARC approval of a neighbors' storage shed. The owners stated the shed violates City setback rules, zoning ordinances, and height rules. Upon further review by the HOA Board, it was determined that the shed is not in violation of neither the City rules nor the Peregrine Rules & Regulations. It was noted the shed would be painted to match the colors on the home (when warmer weather allows) and that the neighbor has previously offered to shield the shed with plantings. Mr. Bird will reach out to the neighbors to further discuss this issue.

Hearings:

A hearing was held for 2995 Cindercone Lane, considering an initial \$35.00 assessment fine and other enforcement actions for a dog leaving the confines of the lot unattended. The owners were present and stated they had made efforts to keep their dog on their lot. They believe for the most recent incident, and their dog was on their lot (noting it was snowing and dark). It was further stated the property line is not well identified between each home. Mrs. Petersen reviewed the correspondence between the HOA and the homeowner. A motion was made not to impose the fine, but any future violations would result in a fine; the motion carried 7-0 in favor.

President's Report:

Mr. Bird thanked the new Board members for their Committee efforts and successes this first quarter of the year. It was noted that Mr. Dave Donelson is the new City Council member for District 1 (replacing Mr. Don Knight).

It was noted that residents and the Association could help report concerns for City infrastructure (e.g., graffiti on signs, replacing a misaligned transformer box struck by a vehicle, etc.) using the GoCOS! Mobile phone app. Issues/problems are directly reported to the City.

He further reviewed the last four years of landscaping and infrastructure investments to the common areas, totaling \$300,000, an average of \$75 per home per year. A slideshow of before/after project photos were reviewed.

Treasurer's Report:

Mr. Fulton provided a review of the March financials. Total assets as of March 31st were \$854,992.67, with an operating cash balance of \$425,935.52, a reserve balance of \$354,620.40, and an accounts receivable balance of \$74,436.75. It was noted that snow removal and security patrol expenses are both slightly over budget year to date. It was also noted that a landscaping invoice was paid from the reserve account for a total of \$39,967. This invoice was for the rejuvenation of the north side of Orchard Valley, from the east side of Spirerock Path to Orchard Path.

The Aged Receivables Report was reviewed.

Secretary's Report:

An email vote approved the March Board meeting minutes (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).

There was no March Committee meeting.

Private and police patrol schedules and invoices are being monitored closely.

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

A proposal was discussed regarding a change to the 2021 Landscaping and Infrastructure plan. The entry road to the Centennial Blvd. walking trail has taken a higher priority and has been proposed to be completed this year. The cost of the project is estimated at \$3,595. It was recommended to move the annual flower planting funding from reserves to an operating expense [\$1,500 - landscaping line item] and move another erosion reserve project to the 2022 plan [\$1,500]. Additional funding would come from the landscaping line item within the operating budget. These adjustments would enable completing the higher priority project this summer. A motion was made to make the changes, which carried 6-1 in favor. Mrs. Fenton voted no.

There was discussion on planting a sizeable new tree at the corner of Kittridge Ave. and W. Woodmen Road (northwest corner) in support of the Colorado Springs 150 Tree Challenge, with an estimated budget of \$2,000. This same corner area is previously earmarked as a future improvement sitting/gathering area. A motion was made to fund this project from the landscaping line item in the operating budget, which carried 7-0 in favor.

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

When an ARC request is denied, residents have re-submitted materials to strengthen their proposal. This often includes obtaining neighbor approval signatures. It was noted that there was a strong consensus among the Committee to maintain the current rules and not to formalize a neighbor signature approval for ARC submissions/resubmissions.

There was discussion regarding violation notices being sent about 'holiday' lighting/decorations. Clarity was requested on what constitutes 'holiday' lighting and examples of icicle lights and reindeer lawn ornaments were mentioned. Mrs. Petersen requested reviewing the violation notices.

The Communications Committee Report was reviewed (Attachment #4).

There was a discussion regarding the contacts we receive via the website form. It was clarified who is responsible for responding and that our process will include copying the Board Secretary on all responses to keep a record of our communications.

It was noted that the social media accounts (Facebook and Instagram/@HOAPeregrine) received a more significant number of followers over this past month due to the egg decorating contest.

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

All final 2021 event dates were reviewed and will be updated online. They will also be explicitly noted in the April newsletter.

There will be a community-wide garage sale this year, scheduled for June 4 and 5 (8 a.m. to 3 p.m.). Signs will be displayed as a reminder for the residents, and ads will be placed locally in the Gazette and Craigslist. The HOA will communicate the event through all of our channels (i.e., newsletter, email, Nextdoor, social media, and blog).

There was discussion regarding sponsorship with a non-profit group planning a concert to honor first responders. The inquiring resident has not fully provided details regarding the event. The Board decided that while honoring our first responders would be an excellent sponsorship, we will not sponsor this specific event.

The Alpine Glen Report was reviewed (Attachment #6).

It was noted that the Committee is investigating text-based communications for the residents, and there was discussion about whether it would be helpful for the greater Peregrine community.

The failing infrastructure, including streets and curbs, within Alpine Glen, was discussed. Mr. Flanagan inquired about the best ways to contact the City to address these problem areas. Mr. Bird noted that this is a greater community issue that we hope to manage as an HOA. He requested Board members identify the top 5 streets that are believed to be in the worst condition, and then we will devise a plan to approach the issues with the City.

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 for compliance issues, previous hearing status, new or possible hearings, and the extra duty/private security patrol schedules.

The monthly Lawn Care Report was reviewed for March.

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

There was discussion regarding overnight private parking patrols and whether we should occasionally adjust them. It was agreed to change these patrols as we are mindful of the budget. It was reiterated that Mr. Garcia is working closely to monitor police activity and adjust patrols as needed for the future.

Old / New Business:

The bid for updating the landscaping at the main Peregrine entry sign on Centennial Blvd. was approved for \$1,576.

It was noted the snow removal budget line item for Angelstone Street would need to be increased for 2022.

A copy of the support letter for the Mountain Shadows Community Association (rezoning issue) was reviewed. This project will be voted upon by the newly elected City Council members.

The first draft of the 2021 Peregrine Community survey is completed and sent to Board members for review. Revisions will continue with a target release date in May.

There was discussion on the approved budget and recent reallocations for Water and Security Patrols. A motion was made to display the balanced budget on the website, which carried 7-0 in favor.

The meeting was adjourned at 8:26 p.m.

Lindsay Fenton
Secretary

Peregrine Master Association

04/05/21

Balance Sheet

Accrual Basis

As of March 31, 2021

	<u>Mar 31, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
100 · Operating Accounts	
101 · ENT - Checking	114,170.25
102 · ENT Operat Savings	61,819.05
106 · Chase Operating MM .04%	249,946.22
Total 100 · Operating Accounts	<u>425,935.52</u>
150 · Reserve Savings Accounts	
148RES · TCF MM .01%	114,614.51
149RES · ENT Reserve MM .20%	77,025.27
151RES · Wells F Advis Reserve MM .05%	162,980.62
Total 150 · Reserve Savings Accounts	<u>354,620.40</u>
Total Checking/Savings	780,555.92
Accounts Receivable	
110 · Accounts Receivable	74,436.75
Total Accounts Receivable	<u>74,436.75</u>
Total Current Assets	<u>854,992.67</u>
TOTAL ASSETS	<u>854,992.67</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
204 · Trash Service - PreBilled	111,105.00
205 · Master Assessments - PreBilled	268,380.00
208 · La Bellezza - PreBilled	14,805.00
209 · Sanctuary@Peregrine - PreBilled	12,080.25
210 · Villages@Peregrine - PreBilled	10,032.75
Total Other Current Liabilities	<u>416,403.00</u>
Total Current Liabilities	<u>416,403.00</u>
Total Liabilities	416,403.00
Equity	
296 · Fund Balance	447,004.26
Net Income	(8,414.59)
Total Equity	<u>438,589.67</u>
TOTAL LIABILITIES & EQUITY	<u>854,992.67</u>

Peregrine Master Association Income Statement Budget Performance

04/05/21

March 2021

Accrual Basis

	Mar 21	Budget	\$ Over Budget
Ordinary Income/Expense			
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)	40.41	0.00	40.41
304 · Late Fees	10.00	0.00	10.00
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	11.40	0.00	11.40
Total Income	46,328.81	46,176.75	152.06
Gross Profit	46,328.81	46,176.75	152.06
Expense			
512 · Accounting/Office Administration	1,323.34	1,325.00	(1.66)
513 · Administration	286.35	800.00	(513.65)
514 · Audit	0.00	0.00	0.00
515 · Community Events	0.00	500.00	(500.00)
516 · Community Projects	0.00	0.00	0.00
517 · Contingency	0.00	416.67	(416.67)
519 · Electric	18.87	79.17	(60.30)
521 · General Maintenance & Repairs	906.02	1,270.84	(364.82)
525 · Insurance	12,113.00	0.00	12,113.00
527 · IT Support	447.00	2,000.00	(1,553.00)
530 · Landscaping	0.00	1,250.00	(1,250.00)
532 · Lawn Contract	4,288.00	4,291.67	(3.67)
535 · Legal Expense	99.00	208.34	(109.34)
536 · Legal Reimbursement	0.00	(83.34)	83.34
537 · Management	4,641.67	4,641.67	0.00
538 · Security/ Extra Duty Patrols	5,179.82	2,666.67	2,513.15
541 · Snow Removal	4,234.00	2,857.15	1,376.85
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	8,700.00	(8,700.00)
562 · Winter Water	0.00	625.00	(625.00)
563 · Storm Water Expense	285.30	333.34	(48.04)
Total Expense	46,024.81	44,137.18	1,887.63
Net Ordinary Income	304.00	2,039.57	(1,735.57)
Other Income/Expense			
Other Income			
601 · Interest Income Replacem Funds	16.77	0.00	16.77
Total Other Income	16.77	0.00	16.77
Other Expense			
653 · Landscape Reserves	39,967.00	40,000.00	(33.00)
655 · Fire Mitigation - Reserves	0.00	0.00	0.00
Total Other Expense	39,967.00	40,000.00	(33.00)
Net Other Income	(39,950.23)	(40,000.00)	49.77
Net Income	(39,646.23)	(37,960.43)	(1,685.80)

Peregrine Master Association Income Statement Budget Performance

04/05/21

March 2021

Accrual Basis

	Jan - Mar 21	YTD Budget	\$ Over Budget	Annual Budget
Ordinary Income/Expense				
Income				
301 · Master Assoc. Assessment	89,460.00	89,460.00	0.00	357,840.00
302 · Trash & Recycling	37,035.00	36,765.00	270.00	147,060.00
303 · Interest Income (Operating)	216.45	0.00	216.45	0.00
304 · Late Fees	1,120.00	0.00	1,120.00	0.00
305 · LaBellezza Assessment	4,935.00	4,935.00	0.00	19,740.00
306 · Sanctuary Assessment	4,026.75	4,026.00	0.75	16,107.00
307 · Villages Assessment	3,344.25	3,344.25	0.00	13,377.00
314 · A/R Interest	166.72	0.00	166.72	0.00
Total Income	140,304.17	138,530.25	1,773.92	554,124.00
Gross Profit	140,304.17	138,530.25	1,773.92	554,124.00
Expense				
512 · Accounting/Office Administratio	3,970.02	3,975.00	(4.98)	15,900.00
513 · Administration	1,321.42	2,800.00	(1,478.58)	17,950.00
514 · Audit	0.00	2,600.00	(2,600.00)	2,600.00
515 · Community Events	0.00	1,100.00	(1,100.00)	10,000.00
516 · Community Projects	0.00	0.00	0.00	1,850.00
517 · Contingency	0.00	1,250.01	(1,250.01)	5,000.00
519 · Electric	(31.07)	237.51	(268.58)	950.00
521 · General Maintenance & Repairs	2,697.02	3,812.52	(1,115.50)	15,250.00
525 · Insurance	12,465.00	13,500.00	(1,035.00)	13,500.00
527 · IT Support	1,922.00	2,000.00	(78.00)	3,000.00
530 · Landscaping	125.00	1,250.00	(1,125.00)	7,500.00
532 · Lawn Contract	12,864.00	12,875.01	(11.01)	51,500.00
535 · Legal Expense	99.00	625.02	(526.02)	2,500.00
536 · Legal Reimbursement	0.00	(250.02)	250.02	(1,000.00)
537 · Management	13,925.01	13,925.01	0.00	55,700.00
538 · Security/ Extra Duty Patrols	10,075.30	8,000.01	2,075.29	32,000.00
541 · Snow Removal	13,351.00	8,571.45	4,779.55	20,000.00
542 · Sprinkler System Mgmt/Repair	0.00	0.00	0.00	15,000.00
543 · Trash & Recycling	36,639.56	36,765.00	(125.44)	147,060.00
544 · Tree Maintenance	0.00	0.00	0.00	3,850.00
546 · Water	(120.00)	8,700.00	(8,820.00)	69,600.00
562 · Winter Water	0.00	1,875.00	(1,875.00)	2,500.00
563 · Storm Water Expense	855.90	1,000.02	(144.12)	4,000.00
Total Expense	110,159.16	124,611.54	(14,452.38)	496,210.00
Net Ordinary Income	30,145.01	13,918.71	16,226.30	57,914.00
Other Income/Expense				
Other Income				
601 · Interest Income Replacem Funds	1,407.40	0.00	1,407.40	0.00
Total Other Income	1,407.40	0.00	1,407.40	0.00
Other Expense				
653 · Landscape Reserves	39,967.00	40,000.00	(33.00)	45,000.00
655 · Fire Mitigation - Reserves	0.00	0.00	0.00	5,000.00
Total Other Expense	39,967.00	40,000.00	(33.00)	50,000.00
Net Other Income	(38,559.60)	(40,000.00)	1,440.40	(50,000.00)
Net Income	(8,414.59)	(26,081.29)	17,666.70	7,914.00

Attachment #1

Safety and Security Committee - April 2021
No meeting held in March

Committee members are Warren Peterson, Dan Burich and Lindsay Fenton. Last meeting was Feb 28th, others were traveling for Spring Break. Next meeting April 12 or 19.

- Received email feedback from Todd Frisbe regarding two safety items from 2020. First is the speed sign at the West end of Woodmen Rd, second is the pedestrian crosswalk sign by Marsal Sprague Park. Due to COVID supply issues, he does not have an exact date for installation. I will follow up later in April.
- There was one property crime reported 2300 blk of Shiprock Way involving a property theft. No other criminal activity reported.
- Contacted Mike Meyers with Colorado Springs Utilities about routine fire hydrant maintenance. The Colorado Springs Utilities has over 20,000 fire hydrants on their water system. The hydrants are serviced once every five years. If there is an issue you would like to report call 448-4800.
- Monitoring the invoices for security patrols to stay within the \$32,000 annual budget

Steven Garcia, Chair

Attachment #2

Landscape and Infrastructure

Committee Members: Brad Helton, Jim Richards, Tony Condon

Recent Events & Next Steps:

- 3/27/21 - Committee in-person working meeting
- 3/27/21 - Orchard Valley Beds Invoice Signed (\$39,967).
- 3/27/21 – South Entrance (Centennial) ULS Proposal Accepted/Signed (\$1,576.00)
- 3/30/21 - Leaning Tower of Rockledge Sign Bid Received (\$959.00)

Action Items:

- Proposal to Change 2021 Landscaping & Infrastructure Project Plan to accommodate Centennial Trail Access Improvement Project
- Colorado Springs 150 Tree Challenge Peregrine Tree Planting

Recent Events & Next Steps: The Leaning Tower of Rockledge:



Reference: 2021 Project Summaries, previously documented in March 10, Board Packet

#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: Spierock/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.



CURRENT BUDGET:	
2020 RESERVE Projects	Cost
#1 Finalize renovation of Orchard Valley Beds	\$40,000 (B)
#2 Rejuvenation of Peregrine's East Entrance	\$2,000 (E)
#3 Annual Color Planting at 4 Filing Signs	\$1,500 (E)
#4 Wildfire Fire Mitigation (Area TBD)	\$5,000 (E)
#5 Erosion Control North of Sawback and	\$1,500 (E)
2021 RESERVE BUDGET TOTAL	\$50,000
2021 LANDSCAPE – OPERATING EXPENSE	\$7,095

UPDATES AND PROPOSED CHANGES:			
2021 RESERVE Projects	Budget	Actual/Bid/Est	
#1 Finalize renovation of Orchard Valley Beds	\$40,000	\$39,967 (A)	
#2 Rejuvenation of Peregrine's South Entrance	\$2,000	\$1,576 (B)	
#3 Annual Color Planting at 4 Filing Signs	\$1,500-MOVE TO OPERATING EXPENSE		
#4 Wildfire Fire Mitigation (Area TBD)	\$5,000	\$5,000 (E)	
#5 Erosion Control North of Sawback and West Woodmen Intersection	\$1,500-MOVE TO 2022 RESERVE		
ADD: CENTENNIAL TRAIL ACCESS		\$3,595 (B)	
2021 RESERVE BUDGET TOTALS	\$50,000		
2021 LS - OPERATING EXPENSE	Budget	Actual/Bid/Est	
2021 Estimated Expenses		\$4,000 (E)	
2021 LANDSCAPE BUDGET	\$7,095	\$4,000 (E)	\$3,095

2021 PROPOSAL (CLEANED UP):			
2021 RESERVE Projects	Budget	Actual/Bid/Est	
#1 Finalize renovation of Orchard Valley Beds	\$40,000	\$39,967 (A)	
#2 Rejuvenation of Peregrine's South Entrance	\$2,000	\$1,576 (B)	
#3 Centennial Trail Access Improvement		\$3,595 (E)	
#4 Wildfire Fire Mitigation (Area TBD)	\$5,000	\$5,000 (E)	
2021 RESERVE BUDGET TOTALS	\$50,000	\$50,138	
2021 LS - OPERATING EXPENSE	Budget	Actual/Bid/Est	
2021 Estimated Expenses		\$4,000 (E)	
#3 Annual Color Planting at 4 Filing Signs		\$1,500 (E)	
2021 LANDSCAPE BUDGET TOTALS	\$7,095	\$5,500 (E)	\$1,595

Action Item: Proposal to Change 2021 Landscaping & Infrastructure Project Plan to accommodate the Centennial Trail Access Improvement Project

Summary:

- The Committee recommends changing the projects planned for 2021 to include the Centennial Trail Access Improvement Project. The rationale is that it is a known safety hazard (a little girl has already been injured), currently in very poor condition, and getting worse. We view this as a higher priority than the Erosion Control North of Sawback and West Woodmen Intersection Project which is currently in good condition. The Sawback project would be postponed to 2022.
- All projects will remain under the combined planned budget for 2021 by postponing the Sawback project, applying the savings from existing projects being executed under budget, and making a few key adjustments (outlined below) to budget line items assigned to pay for certain projects.



Action Item #2: Colorado Springs 150 Tree Challenge Peregrine Tree Planting

Summary: In support of the Colorado Springs 150 Tree Challenge, plant a specimen tree at the West corner of the intersection of Woodmen Road and Kittridge. This tree could eventually become the center for hosting seasonal community events. The land is owned by Peregrine, well irrigated, and centrally located in the older part of the neighborhood. Eventually, amenities like benches could be added for comfort. Total PMA expense max. \$2,000.



Attachment #3

Compliance Committee- March 2021

Meeting via Zoom March 8, 2021

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

- **Update on HOA-coordinated snow shoveling-** Working on details and will discuss at upcoming board meeting. Will launch this program in Fall 2021 after establishing the mechanism to connect shovelers with those needing the service.
- **Unshoveled sidewalk by the entrance of St. Francis (Orchard Path Rd. side of entrance)-** Andy Bird, HOA president, worked on getting this cleared each storm from the landscaping service as it is a small section.
- **New Business: Dog feces on sidewalks-**There was great discussion regarding dog feces issue within the neighborhood that was spurred by complaints of increased dog feces on sidewalks and common areas. The Committee thought there are already a good number of dog stations throughout the neighborhood that provide many opportunities for owners to access them. Since these costs approximately \$900 each, it was decided that either the signs we currently have for the neighborhood may be moved to new areas that are experiencing an issue and/or new signs may be purchased. The signs would cost substantially less than the station but would be a reminder. Unless the Committee can pinpoint the exact dog owner, it is difficult to change behavior. Kristen stated that their information was provided to the community the week the issue was brought up, along with a map detailing the stations, to remind owners to be responsible.
- **Storage shed covenants-** Based on recent requests to build storage sheds, the Committee reviewed the current storage shed covenants and discussed updates. The Committee is working on providing clarity on the size and placement of storage sheds. Cindy volunteered to look at shed sizing and typical sheds available for purchase and bring this information back to the Committee next month. All were tasked with thinking of options for updated wording and placement of the units (proximity to house, property line, height, etc.).
- **Neighbor signatures on some ARC proposals-** Recently, residents who receive an ARC denial have been re-submitting their applications with more detail and possibly with neighbor approval signatures. A question was raised regarding whether the approval process or re-submittal process for ARC should be updated to specifically include signatures of neighbors in some limited cases. The Committee's consensus was that the signatures of direct neighbors should not be part of a formalized approval process. Some of the concerns raised by this formalization included reducing the importance of the covenants (rules were created to make a fair playing field for all residents, and all have agreed to play by them. A formalized signature process would circumvent these rules); concern that too many of these petitions/signature approvals may create a hodge-podge look within the community that the covenants attempt to avoid; concerns that neighbors would feel they have to agree with the requested change or be scorned, by their neighbors; or that they would owe something should they ask for a neighbor's signature approval. For all of these reasons, there was strong consensus to maintain the current rules and not to formalize a neighbor signature approval for ARC submissions/re-submissions.

- **Numbers-** The numbers of homeowners who owe fees and the types of complaints from the previous month were reviewed to get a feel for possible issues on the horizon.
- **Other Business-** It was discussed that it may be good to have a “dumpster day” or something similar sponsored by the HOA to preemptively clean up bulky items being housed outside of several homes. The HOA used to do this (about 10 years ago), but it stopped, most likely due to outside individuals also using the dumpsters. There are homes with Christmas décor up in March. It may be necessary to send these individuals a gentle reminder to remove their decorations. Persistent ice on the sidewalks in particular areas of the neighborhood was discussed. Some homeowners are working with the City/CSU to determine if there is a way to reduce the ice buildup. Concern is for people walking on the sidewalks in the winter.
- **Next meeting:** April 5, 2021

Attachment #4

Communications Report - April 2021 Board Meeting

- 1) Email communications in the past month
 - a. Monday, March 15 – GFL Trash Cancellation – 51.5% open rate
 - b. Friday, March 19 – Egg Decorating Contest email – 35.1% open rate
 - c. Monday, March 29 – March Newsletter– 50.3% open rate, 10.2% click rate
 - d. Friday, April 2 – Peregrine Egg Decorating Contest email – 27.2% open rate

- 2) Upcoming scheduled communications
 - a. Tuesday, April 6 – Peregrine Egg Decorating Contest email
 - b. Wednesday, April 7 – Board Meeting Agenda
 - c. Sunday, April 11 – Final Egg Decorating Contest email
 - d. Tuesday, April 13 – Board Meeting Reminder, Yearly Disclosures, ChippingEvent

- 3) March Blog Posts
 - a. Architectural Review Committee (ARC) Process
 - b. Spring Fire Mitigation
 - c. Peregrine Newsletter – March 2021

- 4) Website
 - a. Updates to the main page – added a navigation bar with links that we can adjust seasonally.
 - b. Entries/contacts through website – communication standard

- 5) April Newsletter
 - a. Goal is to send the newsletter by April 21, 2021
 - b. Topics to include:
 - i. Safety & Security - Chipping Event details
 - ii. Events - Garage Sale information
 - iii. Others?

- 6) Social Media
 - a. Instagram – @HOAPeregrine - 36 followers
 - b. Facebook - @HOAPeregrine
 - i. Started page on February 7, 2021
 - ii. 42 people follow the page, 37 people like the page

- 7) Welcome/New Resident bags
 - a. 4 bags delivered this past month
 - b. 5 bags that need to be delivered (attempted delivery/no contact)

Lindsay Fenton
Communications Lead

Attachment #5

Community Events

Community Event Committee: Michelle McArthur (Chair) Jim Richards- Cinema in the Park

- **Peregrine Easter Egg Decorating Contest:** Contest is open and running till April 11th, results to be announced April 14th. It has been advertised via MailChimp, Facebook, nextdoor and Instagram
- **Cinema in the Park:** July 24th 8.30 p.m.- 10.30 p.m. at Woodmen Valley Park. Special event permits and noise hardship form have been started. NTSOC will be contacted by Jim to see if they would like to help sponsor expected cost \$1500-\$2000.
- **Music in the Park:** August 20th 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, awaiting their confirmation of date. I will be contacting caterers, face painting, and balloon twisting in the next week for availability etc. Cost approx. \$6000-\$6500. Reardon Partners have agreed to help with sponsorship no amount confirmed yet.
- **Turkey Trot**, set for November 25th 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. No date confirmed yet. My recommendation is to agree to sponsor up to \$750.
- 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 – April 2021

Meeting Minutes, March 14, 2021

The AGC Zoom meeting occurred Sunday, March 14, 2021, 6 p.m.-6:30 p.m. Attendees - Harry Flanagan, AGC Chairman; Lynn Martinez, Committee Member; Andy McArthur, AGC Budget Lead; Michelle McArthur, Peregrine Master Association (PMA) Vice President /Committee Advisor; Unavailable/ Absent - Ron Finch, Peter Harding, Committee Member.

- **Old Business**

- 2021 Mulch-to-Rock Projects (Harry). Project is complete as of February 24, 2021. Invoice (\$12,845.00) was received from ULS on March 17, 2021 and approved for payment.
- 2021 Mulch-to-Rock Projects Landscaping (Lynn). Lynn will lead effort to determine new plant/grass requirements in the refurbished rock beds, budgeted up to \$1,000.00. She will develop a plan with recommendations of number/types of plants and self-help installation approach. You may have noted the blue flags marking the location of the new irrigation lines in prep of plant/grass installation. These will be removed once plants are installed. Lynn will present her recommendations for approval at the April AGC meeting.
- Block Captain Neighborhood Contact Roster/Text Plan (Michelle). To date, 13 of the 38 AG homes have agreed to text notification of key information. A test of the approach was conducted on March 10, 2021, when residents were informed via email and text of impending neighborhood snow blower operations. We hope to get all residents on the text-based system, as many do not look at email regularly.

- **New Business.**

- Monthly BOD Report (Harry). The March report was submitted to Z&R Management on February 26, 2021. The AGC had no additional comments. (See enclosure).
- Key Items from PMA BOD Meeting, March 10, 2021 (Harry). The following key items from the BOD meeting were shared with the Committee:
 - Updates on PMA BOD Communication Plan to community. Includes increased use of the Peregrinehoa.com website, email blasts, monthly newsletters, and BOD outreach.
 - Review of PMA budget status.
 - Updates on landscaping initiatives and wildfire mitigation – both continue to be worked in order to be being finalized for 2021. Additionally, the PMA BOD received an estimate from ULS to refurbish the eroded gravel trail area behind the homes on the southwestern side of Alpine Glen. Additional discussion on this project will occur at the April 14, 2021 PMA BOD Meeting.
- Draft 2nd Quarter Newsletter (Harry). Draft newsletter is in progress. Expect final draft for AGC review by April 6, 2021 with final Committee review at the April 11, 2021 AGC meeting. We will target newsletter release to residents by April 13, 2021.

Alpine Glen Committee (AGC) Report – April 2021

Meeting Minutes, March 14, 2021

- 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.
- Community Events (Michelle). Easter Egg Hunt is cancelled; however, there will be a virtual Easter Egg decorating contest. Neighborhood children between 2-12 years of age can compete. Complete instructions have been sent via a Peregrine email blast.
- The AGC is developing a list of resident recommended contractors and service vendors. This list will be published with the April Newsletter.

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