

VILLAGE AT PEREGRINE

HOMEOWNERS ASSOCIATION, INC.

Board of Directors Meeting Minutes Tuesday, July 19, 2022 Location: Warren Management Group, Inc.

The meeting was called to order at 1:00 p.m. by Anne Albertson. Present: Susan Cuddeback, Roger Horrigan, Denise Leccese, Doug Anderson, Urbanes (Van) Van Bemden, Jim Wessely, Steve Kouri (Warren Management).

Homeowners Present: Len Albertson, Jillian Anderson, Frank Heming, Linda Heming, Mike Kautz, Marcia Nichols, Sally Wessely.

Call to Order: Anne Albertson called the meeting to order at 1:00 p.m.

Owners' Forum: Mike Kautz was on the agenda to speak. He expressed his concerns about how the Association has been running. The Board will provide a written reply.

President's Report: To keep Board meetings to two hours in length, homeowners are asked to speak briefly.

Ratification of June 2022 Board Meeting Minutes: The email approval was ratified by unanimous vote.

Treasurer's Report: Roger Horrigan presented the report (Balance Sheet attached). The checking account balance is \$11,490. Reserves stand at \$58,881. Roger made a motion to transfer an additional \$1,000 to Reserves this month if cash flow permits. Susan seconded. The motion passed 7-0. The Monthly financial reports are available on the portal: portal.warrenmgmt.com

Budget Process: On the Balance Sheet, the section "Budget Preparation" addresses the process used in drafting the budget for 2023. The Draft budget is reviewed and edited at least three times through Board discussion and input, after which it is Board approved through a vote. Susan suggested to include homeowners' input as a committee. Steve stated if an ad hoc committee is formed, it must be comprised of people who clearly understand and are familiar with all sections of the governing documents.

Additional Agenda Items:

- **Cover letter for owner manual:** Jim made a motion to approve the cover letter, seconded by Urbanes. The motion passed 7-0.
- **Candidate application notice:** Anne began writing a draft of the notice and will work on adding Board member expectations.
- **Recycling Charges:** Steve will continue to monitor payments as they are made.

Old Business:

- **Review draft of new Rules to reflect Covenant amendment:** The draft was ratified at the June board meeting. All Board members agreed to distribute it to homeowners, via email and USPS.
- **Update HOA documents to reflect House Bill changes regarding flags, signage, solar panels:** The WMG training on July 27 will address this.
- **Date and Location for Annual Membership Meeting Confirmed:** The meeting will take place November 14, 2022 at Fire Station 18 from 6-8 p.m. Check in time is 5:30 p.m.
- **Owner response to violation and overdue payment letters:** Homeowner will receive a second notice for the overdue payment.

New Business:

Discussion of SOWs: Anne made a motion that the Board direct Steve to solicit bids for the landscape contract and tree services contract, to include the current companies providing these HOA services. Doug seconded. The motion passed 5-2.

- **Homeowner Complaints and Requests:** Steve will send a letter to a homeowner regarding the complaints received.
- **Homeowner request:** A homeowner requested that sod be added in the backyard bordering the native area. Robertson's estimate to do the work was for \$930. Urbanes made a motion to discuss and vote on adding sod to this area that shows no signs of grass having been there previously. Susan seconded. The motion did not pass; the vote was 1-6. Doug voted in favor and six members opposed the motion.
- **Bid solicitation responsibility and owner involvement in the process:** Homeowners present commented about getting other bids. Comments included questioning why other bids are being obtained if the current contractors are providing good services and have proven their in-depth knowledge and value; it is important to adhere to the same details in scope of work when discussing bids with other companies; all bidding companies should walk all areas to gain full understanding of what maintenance is required on Village grounds; the lowest bidder is not necessarily the one providing the best quality in services.
- **Election process including candidate application schedule:** To be addressed next month.
- **Administration updates on responses to owner and board member email or phone calls:** Steve always replies to emails and phone calls, but some homeowners do not leave a voice mail. He stated that the normal time to reply to emails or phone calls from owners is up to 48 hours.
- **Review of Tall Timbers estimate for dead wood pruning the trees along Woodmen in the common area:** The estimate for \$325 is to trim the maples to create a central leader branch, in addition to removing the dead lower branches. The spring snowstorm damaged the new growth on these trees requiring a trained arborist to do the work. Urbanes made a motion to accept the bid from the HOA's vendor, Tall Timbers, to trim the maples in the common area at the entrance, seconded by Jim. Clarification was made that this is common area, not homeowner property. The motion passed 6-1. Doug opposed, noting he wanted other bids.

Committee Reports:

Landscape committee: Addressed above under dead wood pruning of trees.

ARC Committee: Frank Heming, ARC chair, discussed one request that was received for solar panels. Frank will submit guidelines to the Board to follow for all solar panel requests.

Social committee: Ice Cream Social: August 3 from 6-8 p.m. at the upper Fawn Meadow Cul-de-sac. Ice cream will be donated. Homeowners are asked to bring toppings and a chair. Flyers with details will be distributed. Marcia Nichols will organize the fireman fund. Other events: Happy Hour planned for the Fall; Holiday event.

Adjournment: With no further business to conduct, the meeting adjourned at 2:42 p.m., at which point the Board went into Executive Session.

Next Meeting: August 16, 2022 at 1:00 p.m. at WMG offices.

Action Items:

Steve: Recycling payments follow up / Distribute revised Rules to homeowners / Obtain bids for landscape maintenance and tree services / Send letters to two homeowners regarding complaints and request / Send second invoice to homeowner for rock work.

Anne: Candidate application notice.

Denise Leccese
Secretary, Village @ Peregrine HOA

Warren Management

MANAGING DETAILS | SERVING PEOPLE

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