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**Village @ Peregrine**  
**May Board Meeting – 05/19/21**  
**Location: Office of Warren Management Group (WMG)**  
**1720 Jet Stream Dr., suite 200**

**Board Members Present:** Linda Heming, Roger Horrigan, Jim Wessely, Denise Leccese, Urbanes (Van) Van Bemden, Tera Worster (Warren Management Group).

**Call to Order:** Linda Heming called the meeting to order at 10:00 am

**Owners Forum:** None.

**Approval of April 21, 2021 Board Meeting Minutes:**

The e-mail approval of the minutes was ratified.

**President's Report:**

The Board is excited to be with Warren Management and looks forward to all the possibilities that their expertise will bring to managing the Village. The Board and homeowners need to be patient as we work through the new procedures at WMG. Some changes are being implemented immediately, while other changes and improvements will take place throughout the coming months.

**Treasurer's Report (Summary Attached):**

Roger Horrigan reported there were various entry errors made by RowCal that resulted in multiple misleading "bottom lines". All funds are accounted for but corrections need to be made in their categorization. Reserves show \$79,603 but should be \$56,694. Roger will work the accountant at WMG to correct the errors.

**June Monthly Assessment:** Homeowners should mail in the June assessment by check or use Bill Pay through their bank. More information will be sent by Warren Management in June regarding how to proceed with monthly assessments for July.

**Manager's Report:**

**New Business:**

- **Fire Hydrant Testing:** Tera did not receive return calls from the two companies she contacted. She will pursue scheduling with other companies.
- **Remind BGLP regarding laying of sod in common area:** The Board requested the work be completed within the next week.

**Action Items:**

- **Village website update:** Later in June, we will consult with the person designated at WMG regarding incorporating WMG policies / practices into the website.

**New Business:**

- **Transition and meeting with Tera to review synopsis:**

Below are the new procedures to be in effect with Warren Management:

- 1) All documents were transferred from RowCal. The transfer of financials will be completed within a few weeks. Vendors were notified about the change in management company.
- 2) Tera will prepare the monthly agendas upon receiving agenda items from Linda Heming seven days before the monthly meeting. Four to five days before the monthly meeting, Tera will email a homeowner packet that includes the agenda, balance sheet, previous month's minutes and committee reports.
- 3) Meetings will be held the third Wednesday at 10:00 am at WMG.
- 4) **New procedure for meeting minutes:** Effective in June, Tera will record the minutes; the Secretary will continue to take notes and keep the minutes. This is the last month the minutes will be recorded in the current format. Tera will record only action items and decisions taken. The minutes will be Board approved as usual and will be sent out to homeowners in the homeowner packet one week before the next monthly meeting. If there is a topic in the minutes that the Board feels homeowners should know about immediately, the Board will email a notice to homeowners.
- 5) **Process to report issues:** Homeowners should use the following email address and phone number to report any issues, and should cc the Board President:  
[Villageatperegrine@Warrenmgmt.com](mailto:Villageatperegrine@Warrenmgmt.com)  
Call 653-3001 x662

Homeowners are asked to contact Warren Management directly instead of contacting Board members.

- 6) ARC requests should be sent to Tera at the email address noted above.
- 7) ACH information will be sent out to homeowners next month and will be effective for July payments.

- **Caulking of Streets:** To be discussed at June meeting.
- **Recycling refund:** The refund of \$0.14 / month amounts to \$1.68 for the year. It was credited to the HOA.
- **Winter kill:** Robertson's advised us to wait at least three weeks to allow watering, fertilizer and a biologic wetting agent to produce results with green up. Lawn condition will be discussed next month.
- **Power to Front Entrance:** The Landscape Committee will obtain estimates on cost.
- **Replacement trees and planting on Woodmen:** The trees are scheduled to be planted June 1. The email approval for the purchase of three trees was ratified.
- **Date to walk Village and send Courtesy Notices:** End of June.
- **Truck parked in driveway and car in parking pad:** Tera will email the homeowner regarding the truck. The car in the pad is no longer an issue.

**Committee Reports:**

**Street Committee:** None

**Landscape Maintenance Committee:** Addressed above.

**Architectural Review Committee (ARC):** Three submittals: garage door; deck expansion; new tree.

**Social Committee:** Not currently active.

**Next Meeting:** Wednesday, June 23 at 2 p.m. at the office of Warren Management located at 1720 Jet Stream Drive, suite 200.

**Adjournment:** The meeting adjourned at 12:07 p.m.

Submitted by Denise Leccese

Secretary

**ACTION ITEMS:**

**Tera:**

- Fire Hydrant Testing
- Send email regarding truck in driveway
- Sod repair on Woodmen

**For Board review at June meeting:**

- Review condition of grass.
- Caulking streets.

**Landscape Committee:** Obtain estimates to restore power to main entrance.

**TABLED ITEMS:**

- Swales
- Stone Columns repaired
- Trees between Fawn Meadow and Barefoot