

RECORD OF PROCEEDINGS

**MINUTES OF A REGULAR MEETING OF THE
BOARD OF DIRECTORS OF THE
PERRY PARK METROPOLITAN DISTRICT
HELD
February 9, 2023**

A Regular Meeting of the Board of Directors of the Perry Park Metropolitan District was held at the Perry Park Country Club, Larkspur, CO 80118, on February 9, 2023, at 6:00 p.m. The meeting was open to the public and was also available via Zoom video / teleconference.

In attendance or participating were Directors:

Christian Warren, President
Sean King, Vice President
Joseph Brickweg, Treasurer
Steven Ostrowski, Secretary
Bonnie Schwam, Assistant Secretary

Also participating were:

Kurt Schlegel, Special District Solutions, Inc.
Neal Simpkins
Steve Rea
Keith Worley
James Yanda
Mike Adams
Jill Arthurs
Randy Johnson

CALL TO ORDER:

Mr. Schlegel noted that a quorum of the Board was present, and Director Warren called the meeting to order at 6:05 p.m.

**CONFLICTS &
DISCLOSURE
STATEMENTS:**

Conflict Disclosure Statements have been filed with the Secretary of State's Office and the Directors stated they had no additional conflicts of interest regarding District business to disclose.

APPROVAL OF AGENDA:

Director Schwam moved that the Board approve the agenda as presented. Upon a second by Director King a vote was taken, and the motion carried unanimously.

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CONSENT AGENDA:

Director King moved that the Board approve the Consent Agenda, consisting of the following item, as presented:

- Minutes from the January 12, 2023, Regular Meeting

Upon a second by Director Ostrowski a vote was taken, and the motion carried unanimously.

CORRESPONDENCE:

None

PUBLIC COMMENT:

Mr. Johnson requested that the Board approve the Community Wildfire Protection Plan.

DIRECTOR'S ITEMS:

Director Warren stated that he has had conversations with the District's legal counsel and a Special District Association (SDA) of Colorado representative regarding the conduct of Directors and members of the public at District meetings. He stated that if anyone becomes belligerent or out of control that they will be asked to leave the meeting.

The Town of Larkspur will be holding a Special Meeting on February 23, 2023 to discuss development within a 3 mile radius of the Town's boundaries.

Director Warren also stated that he has discussed with the Larkspur FPD Chief and others the possibility of a private cellular telephone provider installing infrastructure to enhance cellular telephone coverage within the District's boundaries.

Director Schwam stated that the Larkspur Chamber of Commerce is working to develop a Welcome Basket program for new residents and suggested that the Metropolitan District become involved in this program.

COMMITTEE REPORTS:

Independence Day Planning Committee – The Committee's next meeting will be scheduled for a Saturday in early March 2023.

Entry Design Planning Committee – The Committee met and discussed a 3-year phased plan for improvements, such as:

- Year 1 – Infrastructure and clean-up
- Year 2 – Moving and/or replacing monuments
- Year 3 – Partner with the Douglas Land Conservancy for additional improvements

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Director King stated that he believed the Committee will be prepared to present an initial plan of action to the District's Board of Directors at the March 2023 meeting.

Firewise Committee – Director Brickweg provided a Firewise Committee report and stated that:

1. Keith Worley has volunteered to continue in his capacity as Forester for the District, at no cost to the District, and provided his statement of qualifications for the Board's consideration. Director Brickweg stated that the Forester will report to the Firewise Committee Chair. Director Warren requested that Mr. Schlegel send to him the link for the position posting from the SDA website.
2. SFA Grant Phase III –Award of contract is pending.
3. Director Brickweg presented a proposed Slash Program Request for Proposals (RFP) for discussion and requested that any suggested edits from the Directors be sent to him no later than Friday – February 17, 2023.

Parks & Open Space Committee – Director Schwam stated that she is:

1. Working to connect with Mr. McDonald regarding spraying of weeds and hay harvesting from District owned properties.
2. Looking for direction from the Board members regarding potential improvements to Wauconda Park, Giloon Pond, etc.

Communications Committee: Director Ostrowski stated that he:

1. Has posted notice of the May 2, 2023 election to social media.
2. Continues to work on the Park Bench Go Fund Me campaign.
3. Will be working with the Firewise Committee on potential District website updates.

Upper Cheyenne Access Committee: Douglas County has assumed motorized vehicle access control for the area and anyone requesting access to that area should contact Mr. Sean Owens at 303-660-7328. This Committee has now been dissolved.

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UNFINISHED BUSINESS:

Apache / Winfield Access: Director King stated that District legal counsel is reviewing the latest version of an agreement and discussions regarding fencing, cost sharing, etc. are taking place between residents of that area and the Winfield representatives.

Community Wildfire Protection Plan (CWPP): The Directors discussed the DRAFT Plan and reviewed suggested revisions / edits that were sent to the Firewise Committee for consideration. Director Ostrowski presented multiple suggested edits which the Board members discussed. It was determined that Director Ostrowski shall meet with Mr. Randy Johnson to review his concerns in detail and edit the document on behalf of the Firewise Committee as appropriate.

Director Brickweg moved that the Board approve the CWPP to include additional edits made by the Firewise Committee following discussions with Director Ostrowski. Upon a second by Director Schwam a vote was taken, and the motion carried unanimously.

Establishment of 501(c)(3) Status: Mr. Schlegel stated that the Articles of Incorporation for a Nonprofit Corporation have been filed with the Secretary of State's office and that the application to the Internal Revenue Service for Recognition of Tax Exemption status is underway.

Director Warren stated that he was disappointed that the process included the use of Legal Zoom, since that firm may not be a good resource for future issues.

2023 Election: Mr. Schlegel stated that three (3) Self Nomination forms have been received as of this date and reminded everyone that all Self Nomination forms must be received by the Designated Election Official (DEO) no later than 5:00 p.m. on Friday – February 24, 2023.

FINANCIAL AND MANAGEMENT ITEMS:

Review of Cash Position and Financial Statements: Mr. Schlegel presented the unaudited Financial Statements dated January 31, 2023, for the Board's review.

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Approval of Claims: Mr. Schlegel presented a list of claims for consideration and payment. After review, Director King moved that the Board approve the February 2023 claims presented for payment totaling \$7,271.57 represented by checks #6838 through #6853. Upon a second by Director Schwam a vote was taken, and the motion carried unanimously.

NEXT MEETING:

The Board's next regular meeting will take place on Thursday – March 9, 2023, at 6:00 p.m.

ADJOURNMENT

There being no further business to come before the Board, upon motion duly made, seconded, and unanimously carried, the meeting was adjourned at 8:00 p.m.

Respectfully Submitted:

Kurt C. Schlegel

Secretary for the Meeting

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Park Metropolitan District

Regular Meeting – February 9, 2023
Motions and Action

Agenda Item #	Motion #	Motion Language	Passed (Y or N)
2	M2023-02-09_01	Director Schwam moved that the Board approve the agenda as presented, second by Director King.	Y
3	M2023-02-09_02	Director King moved that the Board approve the Consent Agenda, consisting of the following item, as presented: <ul style="list-style-type: none"> • Minutes from the January 12, 2022, Regular Meeting Second by Director Ostrowski.	Y
14	M2023-02-09_03	Director Brickweg moved that the Board approve the CWPP to include additional edits made by the Firewise Committee following discussions with Director Ostrowski, second by Director Schwam	Y
22	M2023-01-12_06	Director King moved that the Board approve the February 2023 claims presented for payment totaling \$7,271.57 represented by checks #6838 through #6853, second by Director Schwam.	Y

**Perry Park Metro District
Firewise Committee Meeting**

10:00am, January 30, 2023
LFPD Larkspur Fire Station

Attendees: Joe Brickweg, Stuart Mills (Chief, LFPD), Bill Diershow (Fire Marshal, LFPD), Steve Rea, Tony Caterina, Larry Sutton, Keith Worley

Agenda and Draft Minutes: **REVISION #1, January 31, 2023**

1. CWPP finalization:
 - a. Question raised on use of term "willful ignorance". *Vote taken with all recommending it remain in the CWPP.*
 - b. Develop priorities and estimated costs for five year plan. *Keith explained this should not go in the CWPP, but created as a separate document. All agreed.*
2. Slash Program:
 - a. Finalize slash pickup rules. *A comparison of 2011 and 2022 criteria (attached) was reviewed with recommendations to:*
 - i. *Maximum length to be 12 feet.*
 - ii. *Maximum diameter to be increased to 10 inch diameter. Materials greater than 10 inches to be stacked away from slash pile but remains responsibility of property owners if not utilized as firewood with suggestion this wood should be cut to 18 inch lengths or less to facilitate local harvest.*
 - iii. *Discussion on designating minimum pile size, currently at 2 cubic yards (size of a refrigerator). Suggested to increase to 5 yds³ (slightly less than a pickup bed) to reduce yard waste piles. Main sentiment was no limit should be set. Discussions to continue prior to final mailer.*
 - b. Develop mailer.
 - i. *Large postcard format to be used.*
 - ii. *Include checklist as part of requirements.*
 - iii. *Joe to use his USPS experience to help manage costs.*
 - c. Investigation of curb-side chipping as alternative to pick up.
 - i. *Group advised of Director Warrens insistence that current program be converted to chipping program.*
 - ii. *It was acknowledged that every home poses the same risk of lightning strike, spontaneous combustion (electrical short, natural gas leak) or arson (Echo Village unit in 1990's).*
 - iii. *Chief Mills and FM Diershow cautioned that no mulch piles are to be left in place due to risk of spontaneous combustion. It was reiterated that slash piles, by their very nature, cannot spontaneously combust.*
 - iv. *Requirements of a chipping program were discussed at length. Keith to send his summary of feedback from contractors and chipper requirements (attached).*

- v. *West Region Wildfire Council chipping "Request for Proposals" to be used as boilerplate to generate PPMD RFP.*
 - vi. *Slash stacking for chipper feeding discussed as major issue in educating homeowners with concern this could almost be a full time job.*
3. Firewise Schedule for 2023:
- a. Firewise Day and/or public meeting.
 - i. *Joe to inquire about use of PPCC dining room for a Saturday morning presentation by PPMD, LFPD and DCSO.*
 - ii. *Chief Mills offered Station 2 as a meeting site if OK'd by the Flavins.*
 - b. Class schedule and mailings.
 - i. *Keith to prepare list of courses once status of grant is known.*
4. Web site development:
- a. Firewise Program highlights page.
 - i. *Homework assignment to investigate other Firewise information sites in the region.*
 - b. PDF linked documents.
 - i. *Two options discussed. First to post pertinent PDFs on web site or provide links. Both are common practices on other sites.*
5. FRWRM Grant status. *Status unknown. Joe to check mailbox.*
6. Greater Larkspur Project Phase 3 update.
- a. *Update given that project bids came in well in excess of budget. CSFS working on finding additional funds.*
7. Other Business
- a. *Possible board workshop? To be determined.*
 - b. Recruit new members.
 - i. *Keith suggested adding at least two new members. Wayne Moore, LFPD board member, suggested.*
 - c. Set meeting with DC Building Dept. Mitigation Inspector.
 - i. *Joe to contact department and set meeting to learn DC mitigation requirements at time of building.*
 - d. *Mission Statement to be developed from 2001 originals.*
 - e. *Consulting forester position discussed with assumption Keith, at no cost, will fill the position. Joe noted no applications were received.*
 - f. *Biases discussed based on Worley's performance at the January board meeting. Steve to bring zip-ties, gags or other restraints to board meeting.*
8. Adjourned at 12:45pm.

Attachment 1: See Minutes of Jan. 30, 2023 FWC meeting.

Discussion of Slash Pickup Rules/Requirements for 2023

By: Keith Worley

The following is a summary of the current requirements and recommendations moving forward:

Item	Current	2011	Recommendations
Length	4 feet	8 feet	10-12 feet
Diameter	4 inches	6 inches with request to place larger material outside of slash pile.	10 inches. Segregate larger material to side in 4' length.
Minimum pile size	2 cu. Yds.	2 cu. Yds.	5 cu. Yds. (5' X 5' X 5')
Pine needles from lot raking	Not allowed	Allowed but discontinued after 2011.	Same as current rule.
Number of piles	1 per lot	No set limit	1 per lot with exceptions.
Other rules	Same	Same	No changes.

Discussion:

1. Slash diameter should be increased to encourage removal of larger material. Issue of size relates to whether slash will be burned or processed with a tub grinder (chipped).
 - a. 10 inch limit works with both processes.
 - b. Greater than 10" ideally should be segregated and cut to 4 foot lengths for utilization as firewood.
 - c. Rotten wood, especially old firewood, can be burned or chipped.
2. Slash length could actually be up to 16 feet. In fact, longer lengths are easier to pick up with the loader grapple.
 - a. Primary oak lengths removed for mitigation range from 8 to 16 feet long.
 - b. Conifers normally must be cut into manageable lengths to haul to curb.
3. Pile size should be increased significantly to stop use of program for disposal of landscape/yard waste that should be put out with trash.
 - a. More efficient use of contractor time.
 - b. A 2 cu. yd. pile takes the same setup time as a 5+ cu. yd. pile.
4. Priorities are:
 - a. Mailing of rules to all residents.
 - b. Inspect piles prior to start of pickup with prompt follow up if rules not followed.
 - c. Determine who and how violators will be notified.
 - d. Examine pros/cons/methods of marking piles.
5. Pick up zones should be rotated to allow more equitable mitigation time.
 - a. Current Zone 1 as first area is an October snow plowing issue due to steep grades and narrow roads.
 - b. Zones 1 and 2 have highest slash/fuel volumes.
 - c. Zones 3 and 4 have least amounts of slash.

PPMD Firewise Committee
January 29, 2023
Update on Slash Chipping Contacts
By: Keith Worley

Director Warren, at the January 12th board meeting, informed the board that stockpiling slash at the grave pit site was a dangerous practice with risks of lightning ignition, spontaneous combustion, or arson fire start. Advised by LFPD that it was not a dangerous practice, Director Warren persisted with the idea to convert the current program over to a road-side chipping program. The following is a summary of my contractor queries over the past two weeks.

1. West Region Wildfire Council: Joe found an RFP issued by this group in 2017. It included bid documents and slash program details. I contacted their executive director, Jamie Gomez, to see if the program was still in operation. He said no. It had been discontinued several years ago after five years of operation. He said:
 - a. The program became a way for property owners to get rid of yard waste with very little good wildfire mitigation done. This was the primary reason for discontinuing it.
 - b. He now discourages any community from curb-side chipping across his six county service area.
 - c. Chipping pile compliance became an almost full time job since slash must be stacked for feeding into a chipper.
 - d. Contractor time was billed for untangling slash from piles to feed chipper.
 - e. No place was available for chip disposal so chips had to be blown back onto properties.
 - f. Their low bidder was at \$120/hour.
 - g. Time spent chipping each pile varied from 12 minutes to 3 hours.
 - h. When informed of our program, he was astounded we are even considering chipping as an alternative. Especially since it is all mechanized with minimal labor involved in handling wood multiple times (equals increased costs).
2. Markit Forestry, Inc. (largest forestry contractor in the region). Conversation with Aaron Rector, Project Estimator.
 - a. There is no demand in the region for this level of project, though they could assemble a special project team to do it.
 - b. Chipper crew would be 2 or 3 persons at \$95/hour each.
 - c. Estimated cost of crew and chipper would be in the range of \$350/hour.
 - d. There is a reluctance to put material into their chippers when cut by others.
3. Rampart Landscape and Arbor Service. Conversation with Susan Rule, owner.
 - a. Her firm would not normally bid on this type of project if wood/slash is cut by others.

- b. Special stacking required to efficiently feed the chipper.
 - c. Removing wood from current slash piles would double the time required to chip each pile.
 - d. Risk of knife damage by dirt, debris, wire, nails very high.
 - e. Her chipping crew would be 2-3 persons, and with chipper, cost is \$225/hour.
 - f. Chipper size and horsepower would need to be minimum 12-15 inch capacity. Note: "Capacity" is an indicator of power and ability to rapidly feed material into the machine. Typical material fed into chippers, economically, is 1" to 8" in size.
 - g. Dangerous exposure of crews to impatient Perry Park drivers with too many close calls to recount.
 - h. Cost of hauling chips to landfill unknown.
4. Seedmasters, Inc. Conversation with Kevin Laub, Project Manager.
- a. Cost estimated at \$300-350/hour.
 - b. Landfill costs at time and material rates for hauling and tipping fees.
5. Forest Improvement Consultants, Inc. (1983-1985) Keith Worley, owner/operator. And very biased. (Add cranky to that.)
- a. Operated Perry Park roadside chipping program for PPMD to process dwarf mistletoe pruning slash from residents.
 - b. Determined that hand loading of slash onto a stake-bed truck and hauling to gravel pit was more economical for PPMD, often at 1/4th of the time billed.
 - c. Larkspur Volunteer Fire Dept. burned slash.
 - d. Dangerous, even then, to operate along PP roads.

Please note this summary is biased, given my experience and knowledge, and based on years spent in the tree and forest industries. The following are additional items for consideration or understanding if going to a chipping program, if not noted above by a contractor.

- Chippers are finely tuned, precision pieces of machinery. Machine honed blades must be kept sharp at all times and cannot tolerate any level of dirt, grit, metal, etc. since these are intended for woody materials only.
- Two types of chippers are used:
 - Rotary drum style with knives parallel to the drum. Mostly used by line clearance crews due to smaller materials removed. You can see one of these in operation in the movie "Fargo".
 - Disc styles have knives at spaced intervals with the disc running at an offset angle to feed input. Most have feed wheels (toothed drum rollers) to control rate of feed to the disc.
- Slash stacking must be laid out in a specific manner to facilitate chipper feeding.
 - All butt ends must be oriented to the street.

- Piles must be small enough for a worker to move them to the chipper and feed into the chipper's hopper/intake chute.
- If not stacked properly, additional time is needed to disentangle branches and re-orient for feeding of the butt ends into the chipper.
- Tub grinders or horizontal grinders can handle stumps, pallets, nails, root balls, small rocks, etc. as acceptable materials for processing. Materials are processed by either carbide teeth (never sharpened) or hammer action. Size of end product is determined by "screens" and can be varied from course to finely ground "chips". Example: I processed over 1,000,000 cubic feet of high quality chips, through a horizontal grinder, from a client's property after the Black Forest Fire.
- All chips will need to be hauled out of Perry Park. Unlike slash that is not susceptible to spontaneous combustion, chips are susceptible when left in piles over 4-6 feet deep. (per conversation with Brad Dunmire, Pueblo Wood Products, producer of compost and other soil amendments.)
- Cost of hauling and landfill fees must be part of any bid received.
- Chipper capacity, as noted above, must be 12 inch minimum capability with 15 inch preferred. While a chipper may be rated as 12" or 15", contractors rarely feed this size material into their chippers given the amount of time required. Most contractors will sort out larger materials for other forms of wood utilization. Capacity will impact hourly rates and time required.
- Chipping operations fall under additional regulatory oversight. OSHA regs will apply to all, but chipping falls under ANSI Z133.1 (American National Standards Institute). Chipping is considered an arboricultural practice instead of a forestry practice. Tub grinding equipment falls under either forestry or agricultural requirements that are often less stringent.
- Given the above, roadside operations will require traffic control set up at each stopping point to ensure worker safety since workers will have to move in and out of the travel way. By comparison, the current slash pickup program does not require workmen to be in the travel way.

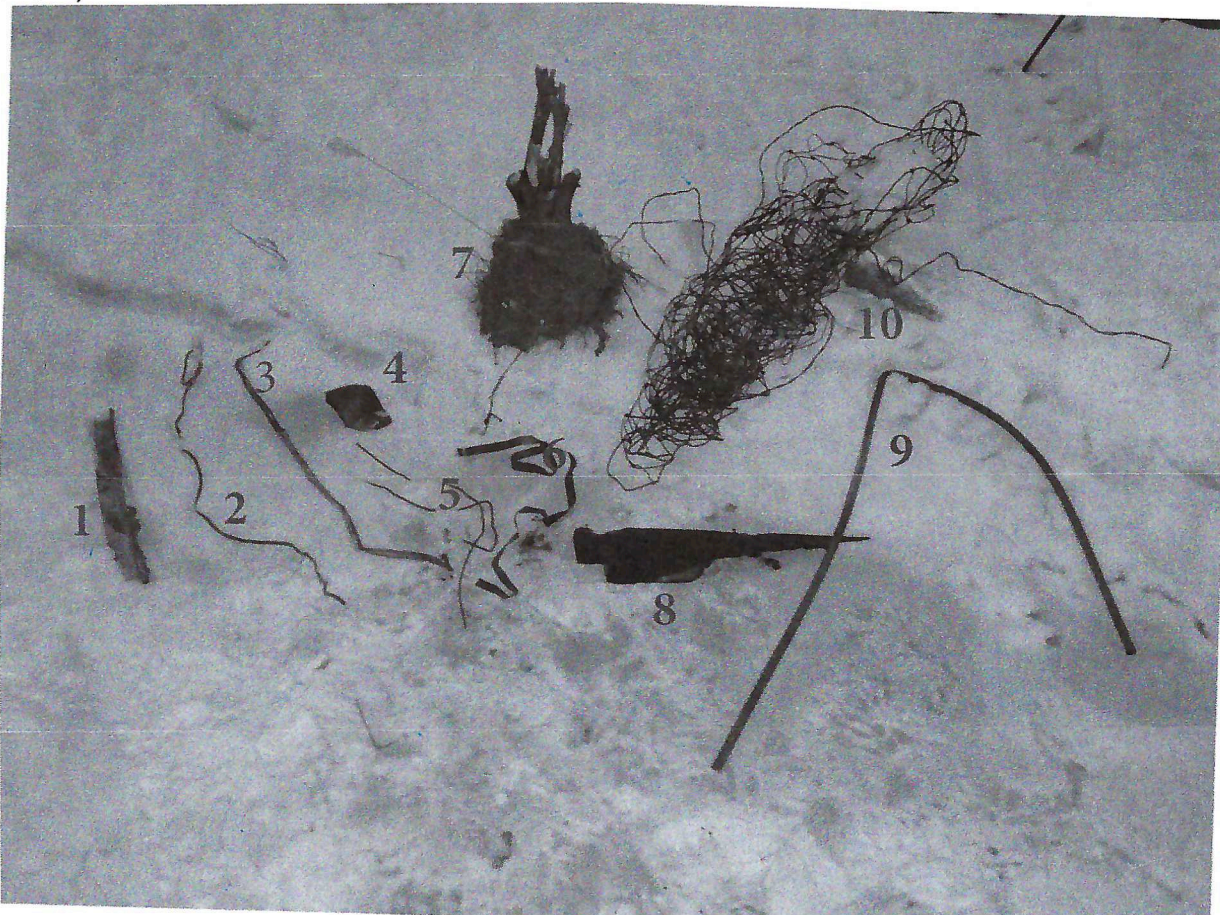
Bidding specifications provided to all bidders should assume:

- 20,000 to 25,000 cubic yards of total roadside slash to be treated.
- Given two separate treatments, the volumes above should be divided proportionally.
- Seasonal occurrences, like major snow or wind damage, can affect volumes generated along with proportion of placement at roadside. For example, it can be anticipated that the first processing may be significantly higher due to major snow breakage.
- 200 to 250 separate slash piles ranging from 2 to 30 cubic yards.
- Homeowner compliance with stacking requirements can be subjective depending on the contractor selected.
- All loads to the landfill must be covered.

- Approximate reduction factor is 10:1 meaning 10 yards of roadside slash becomes one yard of chips.
- All chipping within each zone must be completed within an agreed upon time limit from start to finish.

In summary, conversion to a roadside chipping program can be done. However, it will bring a different set of challenges. Also, all the contractors and service providers contacted were emphatic that the current program is the most cost-effective method given it high level of mechanization.

The photo below shows metal objects found in the burned slash pile after 1-17-23. All will cause damage to a chipper. Items labeled "TG" will also damage a tub grinder (1 and 9).



1- Angle iron (TG). 2- Copper tubing. 3- Metal strip. 4- Rock. 5- Heavy gauge wire. 6- Metal pallet binding strap. 7- Root ball with wire basket. 8- Pallet with nails. 9- Rebar (TG). 10- Wire fencing.