

RECORD OF PROCEEDINGS

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF DIRECTORS OF THE
PERRY PARK METROPOLITAN DISTRICT
HELD
March 14, 2024**

A Regular Meeting of the Board of Directors of the Perry Park Metropolitan District was held virtually on March 14, 2024, at 6:00 p.m. The meeting was open to the public.

In attendance and participating were Directors:

Darren Hill, President
Joseph Brickweg, Vice President
Jill Arthurs, Treasurer
Steven Ostrowski, Secretary
Christian M. Warren, Assistant Secretary

Also participating were:

Dale Parker
Perry Miller
Nolan Farrar
Sue Wells
Keith Worley
Stacia Duvall
Carolyn Jones
Beverly O'Donnell
Kurt Schlegel, Special District Solutions, Inc.

CALL TO ORDER:

Mr. Schlegel called the role and noted that a quorum of the Board was present. Director Hill called the meeting to order at 6:00 p.m.

**CONFLICTS &
DISCLOSURE
STATEMENTS:**

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

APPROVAL OF AGENDA:

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

RECORD OF PROCEEDINGS

CONSENT AGENDA:

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

- Minutes from the February 8, 2024, Regular Meeting

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

CORRESPONDENCE:

Director Ostrowski stated that he received an email from a resident regarding trash services in Perry Park and has had discussions with Nolan Farrar regarding his request to present a proposal to the District's Board of Directors.

PUBLIC COMMENT:

None

COMMITTEE REPORTS:

Independence Day Planning Committee – The next Committee meeting has been scheduled for March 20, 2024 and will be held at the Perry Park Country Club. Director Warren stated that the number of companies available to conduct a fireworks display is dwindling.

Entry Committee – Director Arthurs provided a PowerPoint presentation regarding the proposed project to bury electrical supply lines and remove above ground power poles at the entrance to Perry Park. Director Arthurs stated that there may be options available to lessen the financial impact to the District for CORE to bury the power lines and that she has also had discussions with the Larkspur Fire Chief regarding the project. The Fire Chief is in favor of this project and stated that he will be presenting a Resolution to the Larkspur Fire Protection District Board of Directors urging CORE to add the entryway work into CORE's plan to bury the electrical supply lines within Perry Park due to the potential fire hazard.

Director Arthurs moved that the Board of Directors develop a Resolution that endorses the integration of the Perry Park Entrance Project into the CORE Perry Park rebuild project. The motion received a second from Director Hill, and the Directors discussed options regarding Resolution language and timing. Following this discussion a vote was taken, and the motion carried unanimously.

The Board of Directors requested that Mr. Schlegel work with Director Arthurs to develop the Resolution language and distribute to the Directors for comments, prior to the Boards April 2024 regular meeting.

RECORD OF PROCEEDINGS

Firewise Committee – Directors Hill & Brickweg

- Slash pile was burned during the recent snowfall on 13 and 14 March, 2024.
- Firewise Day Event is scheduled for 6 April, 2024 and will be held at the Perry Park Country Club. Details will be published as soon as they are available.
- The development of special needs mailers and evacuation Route mailers for the community is underway. Estimated completion and mailing of materials is April 2024.
- Director Brickweg stated that since the District was not successful in obtaining the FRWRN grant, the District should consider hiring a firm to remove slash from District owned properties within the District. Director Brickweg moved that the Board authorize the Firewise Committee to develop a Request for Proposals (RFP) to remove slash from District owned properties over a five (5) year period. Upon a second by Director Warren a vote was taken, and the motion carried unanimously. The Firewise Committee will develop the RFP and present to the Board for consideration at a future meeting.

Parks & Open Space Committee – Directors Arthurs presented a proposed Memorandum of Understanding (MOU) and contract for service with the University of Colorado at Denver (UCD) to assist in the Revitalization and Master Plan for the Wauconda Park and Environs for the Board’s consideration. Following discussion Director Brickweg moved that the Board approve the MOU with UCD for assistance with a Revitalization and Master Plan for the Wauconda Park and Environs at a cost to not exceed \$2,775.00. Upon a second by Director Arthurs a vote was taken, and the motion carried unanimously.

Eagle Scout Nolan Foster addressed the District’s Board of Directors with a proposal to assist the residents in and around the area of Giloon Pond with restoration of trails, maintenance of open spaces, etc., as a project for the Eagle Scout Program. The Directors discussed the proposal and determined it best that Mr. Foster work with Keith Worley and the residents / neighbors around Giloon Pond to determine what is needed and then present some options to the Board for consideration at a later date.

RECORD OF PROCEEDINGS

Communications Committee - Director Ostrowski stated that the new event calendar is working well and has been integrated with the District's website.

Director Arthurs inquired about the District's Social Media Policy and reminded the Directors that if they choose to post on Social Media venues that they identify themselves as a resident of Perry Park and explain they are not writing on behalf of, or expressing the direction of, the Perry Park Metropolitan District.

Wireless Telephone Service Committee - Director Ostrowski stated that private parties are in talks about potentially building towers on private land.

UNFINISHED BUSINESS:

Architectural Control Committees (ACC) – Director Warren stated that he held a meeting on 13 March, 2024 with identified ACC members from the community to discuss which, if any, ACCs remained in existence. Discussion took place regarding the history of the establishment of ACCs within the community, enforcement responsibilities, etc. Currently 5 of 11 original ACCs remain in existence however these unofficial bodies have no enforcement authority. Following discussion Director Hill moved that the Board direct management to draft a letter to Douglas County requesting that they cease sending ACC notifications / information requests to the Perry Park Metropolitan District, and then circulate among the Directors for their review and comment prior to sending to Douglas County government. Upon a second by Director Brickweg a vote was taken, and the motion carried unanimously.

Gateway Pond Fire Resource Designation: Mr. Schlegel stated that there are no updates available at this time.

Apache / Winfield Access: Mr. Schlegel provided a copy of an email received from Michael McCormick, the attorney for Winfield, stating that the Douglas County Board of Commissioners approved the Winfield lot vacation request at their 12 March, 2024 meeting and requesting that the Perry Park Metropolitan District execute an Access Easement Vacation and Release so that the process with Douglas County may move to the next step. Director Brickweg moved that the Board approve and execute the Apache Access Easement Vacation and Release and transmit the executed document to Mr. McCormick. Upon a second by Director Warren a vote was taken, and the motion carried unanimously.

RECORD OF PROCEEDINGS

NEW BUSINESS:

Pet Waste on District Parks and Properties: Directors Arthurs and Warren stated that they have received complaints from residents regarding pet waste and litter being left at District parks and properties. A resident has volunteered to pick up this waste and requested that the District consider placing pet waste stations on District properties. The Directors agreed that this appears to be a problem and directed management to send an email to residents reminding all pet owners that they are responsible for cleaning up after their pets and disposing of the pet waste appropriately.

FINANCIAL AND MANAGEMENT ITEMS:

Review of Cash Position and Financial Statements: Mr. Schlegel presented the unaudited Financial Statements dated February 29, 2024, for the Board's review.

Approval of Claims: Mr. Schlegel presented a list of Metropolitan District claims for consideration and payment. After review, Director Arthurs moved that the Board approve the March 2024 claims presented for payment, totaling \$87,509.40, represented by checks #7041 through #7056. Upon a second by Director Brickweg a vote was taken, and the motion carried unanimously.

Perry Park Community Fund (PPCF): Mr. Schlegel presented a historical record of contributions made to, and donations paid from, the PPCF account as well as a copy of the PPCF unaudited Financial Statement for the period ending 29 February, 2024.

OTHER BUSINESS:

Director Warren asked Director Ostrowski for an update on the status of the District's website and compliance with the State's Accessibility requirements. Director Ostrowski stated that he has reviewed and believes the District is in compliance.

Director Hill stated that he is planning to attend a Music in the Park event, hosted by the Larkspur Chamber of Commerce, on 28 June, 2024. While there he will be attempting to collect donations for the PPCF. The Directors discussed a possible District membership in the Chamber of Commerce. Director Brickweg moved that the Board authorize Director Hill to enroll the Perry Park Metropolitan District as a member of the Larkspur Chamber of Commerce, and payment of the \$50.00 membership registration fee from the PPCF. Upon a second by Director Warren a vote was taken, and the motion carried unanimously.

RECORD OF PROCEEDINGS

NEXT MEETING:

The Board's next regular meeting will take place on Tuesday – April 11, 2024, at 6:00 p.m. and will be held at the Perry Park Country Club

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 Schlegel

Secretary for the Meeting

RECORD OF PROCEEDINGS

Park Metropolitan District

Regular Meeting – March 14, 2024
Motions and Action

Agenda Item #	Motion #	Motion Language	Passed (Y or N)
2	M2024-03-14_01	Director Ostrowski moved that the Board approve the agenda as presented. Upon a second by Director Brickweg a vote was taken, and the motion carried unanimously.	Y
3	M2024-03-14_02	Director Warren moved that the Board approve the Consent Agenda, consisting of the following item, as presented: <ul style="list-style-type: none">• Minutes from the February 8, 2024, Regular Meeting Upon a second by Director Ostrowski a vote was taken, and the motion carried unanimously.	Y
8	M2024-03-14_03	Director Arthurs moved that the Board of Directors develop a Resolution that endorses the integration of the Perry Park Entrance Project into the CORE Perry Park rebuild project. This motion received a second from Director Hill and the Directors discussed options regarding Resolution language and timing. Following this discussion a vote was taken, and the motion carried unanimously.	Y
9	M2024-03-14_04	Director Brickweg moved that the Board authorize the Firewise Committee to develop a Request for Proposals (RFP) to remove slash from District owned properties over a five (5) year period. Upon a second by Director Warren a vote was taken, and the motion carried unanimously.	Y
10	M2024-03-14_05	Director Brickweg moved that the Board approve the MOU with the UCD for assistance with a Revitalization and Master Plan for the Wauconda Park and Environs at a cost to not exceed \$2,775.00. Upon a second by Director Arthurs a vote was taken, and the motion carried unanimously.	Y

RECORD OF PROCEEDINGS

13	M2024-03-14_06	Director Hill moved that the Board direct management draft a letter to Douglas County requesting that they cease sending ACC notifications / information requests to the Perry Park Metropolitan District, and then circulate among the Directors for their review and comment prior to sending to Douglas County government. Upon a second by Director Brickweg a vote was taken, and the motion carried unanimously.	Y
15	M2024-03-14_07	Director Brickweg moved that the Board approve and execute the Apache Access Easement Vacation and Release and transmit the executed document to Mr. McCormick. Upon a second by Director Warren a vote was taken, and the motion carried unanimously.	Y
18	M2024-03-14_08	Director Arthurs moved that the Board approve the March 2024 claims presented for payment, totaling \$87,509.40, represented by checks #7041 through #7056. Upon a second by Director Brickweg a vote was taken, and the motion carried unanimously.	Y
20	M2024-03-14_09	Director Brickweg moved that the Board authorize Director Hill to enroll the Perry Park Metropolitan District as a member of the Larkspur Chamber of Commerce, and payment of the \$50.00 membership registration fee from the PPCF. Upon a second by Director Warren a vote was taken, and the motion carried unanimously.	Y