

# RECORD OF PROCEEDINGS

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## MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE PERRY PARK METROPOLITAN DISTRICT HELD April 13, 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 April 13, 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:

Kirk Mulbach  
Keith Worley  
Darren Hill  
Patricia Peterson  
Jill Arthurs  
Beverly O'Donnell  
Brian Arthurs  
Sue Wells  
Teresa  
Erin Frazee  
Nate Jackson  
Ross R  
Craig Lis, Martin & Wood Water Consultants  
Kurt Schlegel, Special District Solutions, Inc.

**CALL TO ORDER:**

Mr. Schlegel noted that a quorum of the Board was present, and Director Warren called the meeting to order at 6:04 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.

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**APPROVAL OF AGENDA:** Director Schwam moved that the Board approve the agenda as presented. Upon a second by Director Brickweg a vote was taken, and the motion carried unanimously.

**CONSENT AGENDA:** Director Schwam moved that the Board approve the Consent Agenda, consisting of the following item, as presented:

- Minutes from the March 9, 2023, Regular Meeting
- Payments Made Between Meetings Totaling \$2,200 Represented by Checks #66897 & #6688

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

**CORRESPONDENCE:**

- Bear Ridge Metropolitan District Hearing Notice
- Invitation to Meet with Douglas County Commissioners
- Apache Easement Conveyance Email
- Bear Ridge Traffic Email

**PUBLIC COMMENT:** Tricia Peterson inquired as to why the Independence Day Fireworks Display was scheduled for Saturday – July 1, 2023 and inquired about the cost and timing of the entryway redesign project.

**DIRECTOR'S ITEMS:** Director Warren stated that he has been receiving many calls regarding land sales, Local Improvement Districts (LID), etc. and reported that he has received estimates of up to 50 new homes being built in 2023 in Perry Park. Director Warren also reminded those in attendance that a candidate forum will be held on Saturday – April 15, 2023 at the Perry Park Country Club from 11:00 am until 1:00 pm.

**COMMITTEE REPORTS:** Independence Day Planning Committee – Based on requirements set by the Country Club and availability of the “shooter”, the Independence Day Fireworks display is scheduled for Saturday - July 1, 2023. Discussions are ongoing regarding the date and route for the Independence Day parade.

Entry Design Planning Committee – Director King stated that there was no committee meeting held in April and that the next meeting will be scheduled for later this month.

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Firewise Committee – Director Brickweg provided a Firewise Committee report and minutes from the Committee’s last meeting (included).

1. Firewise Community meeting will be held on Saturday – April 22, 2023 at the Country Club
2. Slash Program for 2023 will commence on June 1. An informational mailer was sent to all residents of Perry Park.
3. A Pre-Bid conference was held for contractors interested in submitting proposals for the District’s Slash Program. Representatives from three (3) firms attended.
4. SFA Grant Phase III – Contract for work has been assigned to Dove Creek Forestry and work will be initiated on the Haystack Ranch before moving into Perry Park.
5. A community evacuation drill will be conducted on August 26, 2023.
6. The Firewise Committee will meet again on April 18, 2023

Parks & Open Space Committee – Director Schwam stated that she has been in contact with Mr. McDonald regarding spraying for noxious weeds and harvesting of hay and grasses in the Conservation Easement areas of the District, and she will look for additional quotes for services. Director Schwam also requested that several issues be included in the District’s next resident survey (food trucks at Wauconda Park, amenities for residents, etc.)

Director Brickweg requested that the Board members contact the Douglas Land Conservancy (DLC) to discuss potential locations for the Craig Van Doorn memorial bench. The bench will be complete and ready for installation by May 1, 2023. Directors Schwam and Warren will contact the DLC.

Communications Committee: Director Ostrowski stated that he has collected additional survey questions from the Board members and is working to finalize a new resident survey. This will be published by month end.

## **UNFINISHED BUSINESS:**

Gateway Pond Water Rights: Mr. Lis addressed the Board members regarding progress made with the requirements of the Substitute Water Supply Plan (SWSP) and stated that as the pond fills in the Spring, the District will be required to purchase replacement water for the Perry Park Water & Sanitation District and make a subsequent release into West Plum Creek. Estimates

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at this time are that the District will need to purchase up to 6 acre feet of replacement water at an estimated cost of \$3,000. Mr. Lis also stated that he and Mr. Schlegel will modify the existing staff gauge since the water level in the pond has dropped significantly.

Apache / Winfield Access: Director King stated that the Winfield Counsel and the District's legal Counsel have been working with Douglas County staff and that Douglas County has determined that a subdivision agreement will not be required.

2023 Election: Mr. Schlegel stated that an election will be held on Tuesday – May 2, 2023, and will be conducted at the Country Club in conjunction with the Perry Park Water & Sanitation District.

Water Lease Agreement Extension: Mr. Schlegel stated that he has been working with the Perry Park Water & Sanitation District on a request to extend the existing replacement water lease agreement through December 31, 2023. The Water & Sanitation District has approved the request as presented.

Cellular Telephone Coverage in Perry Park: Director Warren presented maps of District owned properties where towers may be located to provide better cellular telephone coverage in Perry Park. He has been in discussions with the Country Club staff, the Larkspur Fire Protection District, and other entities regarding this initiative and suggested that a committee be formed to include representatives for all interested organizations to continue work on the issue.

## **NEW BUSINESS:**

PPMD Board Policy Manual: Director Warren presented a DRAFT Policy Manual for the Board to review and discuss at a later date.

## **FINANCIAL AND MANAGEMENT ITEMS:**

Review of Cash Position and Financial Statements: Mr. Schlegel presented the unaudited Financial Statements dated March 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 Brickweg moved that the Board approve the April 2023 claims presented for payment totaling \$23,310.47 represented by checks #6869 through #6882. Upon a second by Director Schwam a vote was taken, and the motion carried unanimously.

2022 Audit Exemption: Mr. Schlegel stated that the 2022 Audit Exemption Application has been completed, reviewed by the Directors, and submitted to the State Auditor's office prior to the March 31, 2023 deadline. Following discussion Director Brickweg moved that the Board ratify the 2022 Audit Exemption Application and submission of same to the State Auditor. Upon a second by Director Schwam a vote was taken, and the motion carried unanimously.

## **EXECUTIVE SESSION:**

Director Ostrowski moved that the Board enter into Executive Session regarding contract matters, pursuant to 24-6-402(4)(e), C.R.S., to discuss the status of the volunteer Forestry Consultant. Upon a second by Director Warren a vote was taken, and the motion carried with three (3) Directors voting in favor and two (2) Directors voting in opposition. The room was cleared of members of the public and all but Director King were removed from the Zoom function. The Board entered into Executive Session at 8:02 p.m.

Following the completion of the Executive Session Director Brickweg moved that the General Session of the meeting be reconvened. Upon a second by Director Schwam a vote was taken, and the motion carried unanimously. The General Session was reconvened at 8:46 p.m.

## **NEXT MEETING:**

**The Board's next regular meeting will take place on Thursday – May 11, 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 8:47 p.m.

Respectfully Submitted:

*Kurt C. Schlegel*

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Secretary for the Meeting

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## Park Metropolitan District

Regular Meeting – April 13, 2023  
Motions and Action

Agenda Item #	Motion #	Motion Language	Passed (Y or N)
2	M2023-04-13_01	Director Schwam moved that the Board approve the agenda as presented, second by Director Brickweg.	Y
3	M2023-04-13_02	Director Schwam moved that the Board approve the Consent Agenda, consisting of the following item, as presented: <ul style="list-style-type: none"> <li>• Minutes from the March 9, 2023, Regular Meeting</li> <li>• Payments Made Between Meetings Totaling \$2,200 Represented by Checks #66897 &amp; #6688</li> </ul> Second by Director Brickweg.	Y
19	M2023-04-13_03	Director Brickweg moved that the Board approve the April 2023 claims presented for payment totaling \$23,310.47 represented by checks #6869 through #6882, second by Director Schwam.	Y
20	M2023-04-13_04	Director Brickweg moved that the Board ratify the 2022 Audit Exemption Application and Submission of same to the State Auditor, second by Director Schwam.	Y
21	M2023-04-13_05	Director Ostrowski moved that the Board enter into Executive Session regarding contract matters, pursuant to 24-6-402(4)(e), C.R.S., to discuss the status of the volunteer Forestry Consultant, second by Director Warren.	Y
21	M2023-04-13_06	Director Brickweg moved that the General Session of the meeting be reconvened, second by Director Schwam.	Y

# Perry Park Metro District Firewise Committee Meeting

10:00am, March 28, 2023, LFPD Larkspur Fire Station

## Minutes:

Attendees: Spencer Weston, Randy Johnson, Joe Brickweg, Jill Arthurs, Bonnie Schwam, Steve Rea, Tony Caterina, Barb Martin, Deb Lefor, Larry Sutton, Keith Worley

1. Firewise Day, April 22<sup>nd</sup>, 9:00-11:00 at PPCC
  - a. Mike Alexander, DCS-OEM, and Spencer Weston, CSFS confirmed.
  - b. Sign-in and info table to be staffed by FWC members. Larry Sutton to emcee the meeting.
2. CWPP finalization confirmed by Spencer.
3. Develop priorities/costs for five year plan draft to board. Keith advised to simplify document for initial presentation. Sub-compartments as "Fire Adapted Zones" to be defined for future inclusion.
4. Review Open Space Policies/Procedures. FWC to provide comments to Bonnie due to overlap with wildfire mitigation issues.
5. Slash Program: Mailer finalized; website updated. RFP to be sent out within the week. April 11<sup>th</sup> set for pre-bid meeting at LFPD, bid deadline of May 18<sup>th</sup> and decision by June 26<sup>th</sup>.
6. Firewise Class Schedule for 2023:
  - a. Structural Hardening aka Ember Proofing.
  - b. Forestry and Insect/disease workshop.
  - c. Extreme Gardening- Taming the Scrub Oak Monster
7. Douglas County Grants. Randy presented copies of the DC program with discussion on assistance needed for residents applying for the grants. Randy and Keith to work on boilerplate language for residents.
8. Future Grants discussed. Upcoming **Community Wildfire Defense Grants** (CWDG) to be announced soon. Other grants pending for release later this year.
9. DCSO sponsored Evacuation Drill discussed as possible opportunity for related FWC activities.
10. Greater Larkspur Project Phase 3 update by Spencer. Set to start soon on Haystack Ranch. Warning on drones!!!!. 520 acres treated to-date with 180 acres in Phase 3.
11. Other Business:
  - a. Set meeting with DC Building Dept. Mitigation Inspector. Deferred to a future meeting.
12. Meeting Dates now 3<sup>rd</sup> Tuesday, 10:00 at LFPD.
  - a. **Next meeting date. April 18<sup>th</sup>.**
13. Adjourned at 12:15

**NOTE:** Meeting in-kind value for "soft" grant match = \$750 (11 attendees X \$30.31/hr. X 2.25 hrs.)