

RECORD OF PROCEEDINGS

**MINUTES OF A REGULAR MEETING OF THE
BOARD OF DIRECTORS OF THE
PERRY PARK METROPOLITAN DISTRICT
HELD
November 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 November 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
Darren Hill, Vice President
Jill Arthurs, Treasurer
Steven Ostrowski, Secretary
Joseph Brickweg, Assistant Secretary

Also participating were:

Bonnie Schwam
Neal Simpkins
Keith & Barb Worley
Nancy Page Cooper
Stacia
Ross Ridenour
Doug Duvigneud
Sue Wells
Pat
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 Warren 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 Arthurs moved that the Board approve the agenda as presented. Upon a second by Director Brickweg a vote was taken, and the motion carried unanimously.

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CONSENT AGENDA:

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

- Minutes from the October 19, 2023, Regular Meeting

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

CORRESPONDENCE:

Mr. Schlegel stated that an email addressed to the District's Board of Directors from CORE Electric Cooperative was received late today in reply to a letter that was sent regarding the burying of electric lines within Perry Park. In the email, Mr. Mark Jurgemeyer stated *"I am happy to say that CORE already has begun a plan to replace most of the electric facilities in Perry Park over the next several years. The first phase of the project is just finishing engineering and will be constructed in 2024."*

PUBLIC COMMENT:

None

DIRECTOR'S ITEMS:

Director Warren stated that resident participation in the most recent community survey was good, and he thanked Director Ostrowski for his efforts in publishing and collecting the results of the survey.

Director Arthurs stated that the Zell option for making donations to the Perry Park Community Fund held at 1st Bank is functioning.

Director Brickweg discussed the election / appointment of District Officers and moved that the Board conduct Officer elections at this meeting. Upon a second by Director Arthurs a vote was taken, and the motion carried by a vote of 3 in favor and 2 opposed.

President

Director Warren opened nominations for President of the Board. Director Brickweg nominated Director Hill for President, and Director Hill accepted.

Director Ostrowski nominated Director Warren for President and Director Warren accepted.

There being no other nominations for President, nominations were closed.

Upon a vote for President, Director Hill received a majority of votes and was elected as President of the Board.

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Secretary

Director Warren opened nominations for Secretary of the Board. Director Brickweg nominated Director Ostrowski for Secretary and Director Ostrowski accepted.

There being no other nominations for Secretary, nominations were closed.

There being only one candidate for Secretary, Director Ostrowski was elected via acclamation as Secretary of the Board.

Treasurer

Director Warren opened nominations for Treasurer of the Board. Director Brickweg nominated Director Arthurs for Treasurer and Director Arthurs accepted.

There being no other nominations for Treasurer, nominations were closed.

There being only one candidate for Secretary, Director Arthurs was elected via acclamation as Treasurer of the Board.

Vice President

Director Warren opened nominations for Vice President of the Board.

Director Arthurs nominated Director Brickweg for Vice President and Director Brickweg accepted.

There being no other nominations for Vice President, nominations were closed.

There being only one candidate for Vice President, Director Brickweg was elected via acclamation as Vice President of the Board.

COMMITTEE REPORTS:

Independence Day Planning Committee – No Report

Entry Committee – Director Arthurs stated that she is waiting on an updated quote for services from CORE Electric Cooperative and on the survey results from Archer & Associates. Director Arthurs stated that the Committee will meet within the next two weeks and survey results will be discussed at that time.

Firewise Committee – Directors Hill & Brickweg

- Next Committee meeting is scheduled for November 29, 2023
- Slash Program – Director Brickweg stated that fall slash pickup has been completed and the 2023 slash collection program came in under budget.
- Smoke and Burn Permits are current, and we will wait for favorable weather conditions to burn slash piles.

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- FRWRN Grant – Director Hill stated that the Grant program has received a significant number of applications, and all have been submitted for consideration. Residents may still apply, and any additional applications received will be placed on a wait list for possible future consideration.
- The District’s Firewise Program status is being renewed for 2024.

Parks & Open Space Committee – Directors Arthurs & Ostrowski

- Douglas County has announced a new Grant Program entitled “Parks, Trails, and Open Space Resources”. Next application period opens in February 2024.
- Directors Arthurs and Ostrowski met with the Committee members and Norris Design to discuss a Master Plan for District maintained parks.

Communications Committee - Director Ostrowski

- Director Ostrowski stated that he has been in contact with a representative from Streamline for the maintenance of the District’s website.
- Working on moving the District’s Microsoft Office licenses to SIPA.
- Resident Survey is complete.
 - Received 211 responses to the survey.
 - Director Ostrowski will publish the results of the survey for the resident’s use.

Wireless Telephone Service Committee - Directors Ostrowski and Brickweg

- Director Ostrowski stated that the provider they have been in discussions with is contacting private landowners for potential tower sites.

UNFINISHED BUSINESS:

Gateway Pond Water Rights: Mr. Schlegel stated that letters from the District and the Larkspur Fire Protection District have been sent to the Douglas County Commissioners and Douglas County Department of Public Works requesting their assistance with and consideration of the designation of the Gateway Pond as a Fire Suppression Pond.

Based on the water level in the Gateway Pond, the District had to purchase ½ acre foot of replacement water from the Perry Park Water & Sanitation District at a cost to the District of \$250.00.

Apache / Winfield Access: No Report at this time.

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Perry Park Filing No. 7, Tract "A": Mr. Schlegel stated that the survey of the tract is complete and shared the finished product with the Directors. The cost to complete the survey was \$550.00, which has been paid by the District. Ms. Page Cooper addressed the Directors regarding this matter and stated that either the current owner or a new owner will be responsible for rectifying this encroachment issue. Upon further discussion by the Board members, Director Brickweg moved that the Board require the owner of 6126 Torrey Pines Drive remove all structures from the District's property, restore the property to its natural state, and reimburse the District for the cost of the survey within 60 days of today's date. Upon a second by Director Arthurs a vote was taken, and the motion carried unanimously. The Directors requested that Mr. Schlegel send to the owner of 6126 Torrey Pines Drive a letter stating the District's directions to resolve this issue.

NEW BUSINESS:

None

FINANCIAL AND MANAGEMENT ITEMS:

Review of Cash Position and Financial Statements: Mr. Schlegel presented the unaudited Financial Statements dated October 31, 2023, 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 October 2023 claims presented for payment totaling \$24,154.02 represented by checks #6988 through #7001. Upon a second by Director Ostrowski a vote was taken, and the motion carried unanimously.

2023 Audit: Mr. Schlegel presented engagement letters from two (2) Audit firms for the conduct of a financial audit for the year ended December 31, 2023. Following review of each engagement letter and discussion, Director Arthurs moved that the Board approve and execute the engagement letter for the 2023 financial audit with Fiscal Focus Partners. Upon a second by Director Brickweg a vote was taken, and the motion carried with 4 votes in favor and 1 opposed.

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OTHER BUSINESS: None

NEXT MEETING: **The Board will conduct an Annual Town Hall meeting on Tuesday – December 12, 2023 at 6:00 p.m.**

The Board’s next regular meeting will take place on Thursday – December 14, 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 7:14 p.m.

Respectfully Submitted:

Kurt Schlegel

Secretary for the Meeting

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Park Metropolitan District

Regular Meeting – November 9, 2023
Motions and Action

Agenda Item #	Motion #	Motion Language	Passed (Y or N)
2	M2023-11-09_01	Director Arthurs 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	M2023-11-09_02	Director Ostrowski moved that the Board approve the Consent Agenda, consisting of the following item, as presented: <ul style="list-style-type: none"> • Minutes from the October 19, 2023, Regular Meeting Upon a second by Director Arthurs a vote was taken, and the motion carried unanimously.	Y
6	M2023-11-09_03	Director Brickweg moved that the Board conduct Officer elections at this meeting. Upon a second by Director Arthurs a vote was taken, and the motion carried by a vote of 3 in favor and 2 opposed.	N
15	M2023-11-09_04	Director Brickweg moved that the Board require the owner of 6126 Torrey Pines Drive remove all structures from the District's property, restore the property to its natural state, and reimburse the District for the cost of the survey within 60 days of today's date. Upon a second by Director Arthurs a vote was taken, and the motion carried unanimously.	Y
8	M2023-11-09_05	Director Brickweg moved that the Board approve the Christmas decoration design plan presented by Mr. Jacobsen and an expenditure to not exceed \$2,000 for the purchase of lighting and materials. Upon a second by Director Ostrowski a vote was taken, and the motion carried unanimously.	Y
17	M2023-11-09_06	Director Arthurs moved that the Board approve the October 2023 claims presented for payment totaling \$24,154.02 represented by checks #6988 through #7001. Upon a second by Director Ostrowski a vote was taken, and the motion carried unanimously.	Y

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18	M2023-11-09_07	Director Arthurs moved that the Board approve and execute the engagement letter for the 2023 financial audit with Fiscal Focus Partners. Upon a second by Director Brickweg a vote was taken, and the motion carried with 4 votes in favor and 1 opposed.	Y
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