

RECORD OF PROCEEDINGS

**MINUTES OF A REGULAR MEETING OF THE
BOARD OF DIRECTORS OF THE
PERRY PARK METROPOLITAN DISTRICT
HELD
December 8, 2022**

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 December 8, 2022, 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:

Michael Barden
Susan Walker
Keith Worley
Steve Rea
Al & Karen Shain
Neal Simpkins
Ken & Cheryl Sampson
Beverly O'Donnell
Jim Godley
Judy Johnson
Jody Jacobson
Gary Willis
Loretta Rea
Sue Wells
Pat
Frances Burns
Mark Sneddon
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 6:02 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 King a vote was taken, and the motion carried unanimously.

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

- Minutes from the November 10, 2022, Regular Meeting

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

CORRESPONDENCE: Mr. Schlegel presented a copy of a letter and an email received from residents regarding access to the Upper Cheyenne area and the conduct of the November 2022 meeting.

PUBLIC COMMENT: Several residents commented on the conduct of the November 2022 meeting and expressed their support for Mr. Miller of MR Hauling.

DIRECTOR'S ITEMS: Director Warren stated that he is working to obtain designs and quotes for a memorial bench for Craig Van Doorn, stated that he had recently met with the President of the Country Club, and requested that all Committee Chairs coordinate meeting room needs and requests with Mr. Schlegel.

Director Schwam stated that she will be working to develop plans for Christmas 2023 decorations at the entrance to Perry Park.

COMMITTEE REPORTS: Independence Day Committee – The Committee's next meeting is scheduled for Saturday – January 21, 2023 at 9:00 a.m. This meeting will be held at the Larkspur Fire Protection District Fire House in Larkspur, CO.

Entry Design Committee – Director King stated that the Committee members continue to meet and are working to develop designs for the entrance enhancements and a plan and proposed timeline for the improvements.

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

1. Douglas County has installed additional evacuation route signs in the area.
2. SFA Grant Phase III pre-bid is scheduled for December 16, 2022. Work will be conducted sometime in 2023.
3. Gambel Oak re-treatment for 2022 is complete.

Mr. Worley provided a DRAFT of the Community Wildfire Protection Plan (CWPP) for the Directors to review and for their future consideration.

Parks & Open Space Committee – Director Schwam is working to get up-to-speed on work that has been completed and potential projects for 2023 and beyond.

Communications Committee: Director Ostrowski stated that he will be re-directing the perrypark.org url to the SIPA web site.

Upper Cheyenne Access Committee: The Directors discussed a proposal received from Douglas County to assume the responsibility for access control to the Upper Cheyenne area. Director Brickweg moved that the Board approve a letter to Douglas County government requesting that Douglas County assume control of motor vehicle access into the Upper Cheyenne area. Upon a second by Director Schwam a vote was taken, and the motion carried unanimously.

UNFINISHED BUSINESS:

Apache / Winfield Access: Director King presented a letter received from the Winfield attorney and an email for District Counsel regarding the ongoing discussions and potential plan for access. Discussions between attorneys will continue.

Management Selection Committee: Director Ostrowski stated that he has reviewed proposals received and has no recommendations at this time.

Giloon Pond Maintenance Update: Following the November meeting Mr. Schlegel sent a letter to Douglas County government requesting a joint project to dredge the pond and we are waiting for a reply.

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Spring Canyon Lease: Mr. Schlegel started that he has not yet obtained a proposed lease extension from the Perry Park Water & Sanitation District and will work to obtain a final agreement for the Board to consider at the January 12, 2023 meeting.

NEW BUSINESS:

2023 Annual Administrative Resolution: Mr. Schlegel presented a proposed Annual Administrative Resolution for the Board's consideration. Director King moved that the Board adopt Annual Administrative Resolution No. 2022-12-01 as presented. Upon a second by Director Brickweg, a vote was taken and the motion carried unanimously.

2023 Election Resolution: Mr. Schlegel presented a proposed Resolution calling for a Regular District Election on May 2, 2023. Director Brickweg moved that the Board adopt Resolution No. 2022-11-02 Calling for a 2023 Regular District Election and Appointing a Designated Election Official, as presented. Upon a second by Director King, a vote was taken and the motion carried unanimously.

FINANCIAL AND MANAGEMENT ITEMS:

Review of Cash Position and Financial Statements: Mr. Schlegel presented the unaudited Financial Statements dated November 30, 2022, for the Board's review.

Approval of Claims: Mr. Schlegel presented a list of claims for consideration and payment. After review, Director Brickweg moved that the Board approve the December 2022 claims presented for payment totaling \$5,956.94 represented by checks #6807 through #6820. Upon a second by Director King a vote was taken, and the motion carried unanimously.

2023 Budget: Mr. Schlegel stated that the required Notice of Public Hearing was published and posted as required and presented the proposed 2023 Budget for the Directors consideration.

Director Brickweg moved that the Public Hearing be opened. Upon a second by Director King a vote was taken, the motion carried unanimously, and the Public Hearing was opened at 7:22 p.m.

After some discussion regarding 2023 anticipated revenues and expenditures, Director Brickweg moved that the Public Hearing be closed. Upon a second by Director King a vote was taken, the motion carried unanimously, and the Public Hearing was closed at 7:34 p.m.

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Director Brickweg moved that the Board approve and adopt Resolution No. 2022-11-03 Adopting the 2023 Budget as presented, Approve the Setting of the District's MILL Levy for the 2023 Budget Year, and Appropriating Sums of Money required for District Operations and Debt Service for 2023. Upon a second by Director King, a vote was taken and the motion carried unanimously.

EXECUTIVE SESSION:

Director Brickweg moved that pursuant to Section 24-6-402(4)(f) C.R.S. the Board enter in to an Executive Session to discuss personnel related matters. Upon a second by Director Schwam a vote was taken, and the motion carried unanimously. The Board entered into Executive Session at 7:33 p.m. and the room was cleared and the Zoom teleconference was discontinued.

Director Brickweg moved that the Board close the Executive Session and resume the Regular Meeting. Upon a second by Director Schwam a vote was taken, and the motion carried unanimously. The Regular Meeting was called back to order at 8:07 p.m. The electronic record of the Executive Session will be retained in a secure location for at least 90-days.

NEXT MEETING:

The Board's next regular meeting will take place on Thursday – January 12, 2022, 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 8:07 p.m.

Respectfully Submitted:

Kurt C. Schlegel

Secretary for the Meeting

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Park Metropolitan District

Regular Meeting – December 8, 2022
Motions and Action

Agenda Item #	Motion #	Motion Language	Passed (Y or N)
2	M2022-12-08_01	Director Schwam moved that the Board approve the agenda as presented, second by Director King.	Y
3	M2022-12-08_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 November 10, 2022, Regular Meeting Second by Director King.	Y
12	M2022-12-08_03	Director Brickweg moved that the Board approve a letter to Douglas County government requesting that Douglas County assume control of motor vehicle access into the Upper Cheyenne area, second by Director Schwam.	Y
16	M2022-12-08_04	Director King moved that the Board adopt Annual Administrative Resolution No. 2022-12-01 as presented, second by Director Brickweg.	Y
17	M2022-12-08_05	Director Brickweg moved that the Board adopt Resolution No. 2022-11-02 Calling for a 2023 Regular District Election and Appointing a Designated Election Official, as presented, second by Director King.	Y
20	M2022-12-08_06	Director Brickweg moved that the Board approve the December 2022 claims presented for payment totaling \$5,956.94 represented by checks #6807 through #6820, second by Director King.	Y
21	M2022-12-08_07	Director Brickweg moved that the Board approve and adopt Resolution No. 2022-11-03 Adopting the 2023 Budget as presented, Approve the Setting of the District’s MILL Levy for the 2023 Budget Year, and Appropriating Sums of Money required for District Operations and Debt Service for 2023, second by Director King.	Y

Attn: Joe Brickweg, Firewise Committee Liaison
Perry Park Metro District
December 8, 2022
Keith Worley, Project Forester

The following items are routine annual expenditures or authorized under work agreements.

1. Annual Gambel oak re-treatment, Area 3 within lower portion of Perry Park to include fire lines (DC rights-of-way) and machine accessible PPMD open spaces.
 - a. Areas treated: **ALL PPMD OR FIREBREAKS IN DC RIGHTS-OF-WAYS.**
 - i. Bannock Drive
 - ii. Crow Road and Crow Court
 - iii. Big D
 - iv. Cheyenne Drive (Chippewa to Elati)
 - v. Gilloon Pond Parcel
 - vi. Fox Way to S. Pike
 - vii. Country Club Drive (Evacuation Route) Oak widened to 90' ROW width. NOTE: Fuels cut back to reduce flame lengths into ROW by over 30%. Example: Fuel height of 12' = Flame length of 24-30'. (based on flame length of 2X plus safety factor of 1X = 3 X fuel height for flame length. Typically, flames are horizontal during high winds.
2. Continued work on Phase 3 (Helilog) bid documents by Spencer Weston, CSFS with tentative pre-bid meeting set for December 16th.
3. Douglas County completed installation of additional Evacuation Route signage as requested at St. Andrews Court and Remuda Ranch Parkway. (Note: Intended to prevent confusion during evacuation with St. Andrews showing up on some map apps as possible escape route.)
4. Community Wildfire Protection Plan (CWPP) draft completed and sent to Board and Firewise Committee (FWC) along with all appendices.
 - a. Colorado State Forest Service (CSFS) per Spencer Weston has approved the CWPP as is.
 - b. Larkspur Fire Protection District has reviewed the document and found it acceptable.
 - c. Tentative schedule for completion:
 - i. Post as PDF to PPMD web site for public comment.
 - ii. PPMD holds a public meeting (its Regular Meeting) in January to hear comments and consider approval of the document if feedback is minimal.
 - iii. If significant feedback received from residents, consider holding a separate meeting (Special Meeting) in late January or early February.