

PERRY PARK METROPOLITAN DISTRICT REGULAR BOARD MEETING AGENDA AND NOTICE

Thursday, May 8, 2025 – 6:00 PM

Perry Park Country Club 7047 Perry Park Boulevard Larkspur, CO 80118

-AND-

Please join the Microsoft Teams meeting from your computer, tablet, or smartphone.

Join the meeting now

Meeting ID: 291 656 179 904 4

Meeting Passcode: ma9vf6ZE

You can also dial in using your phone.

1-323-741-1303

Phone conference ID: 160 702 327#

Board of Director	Title	Term
Darren Hill	President	May 2027
Joseph Brickweg	Vice President	May 2027
Carsten Baumann	Secretary	May 2029
Keith A. Worley	Treasurer	May 2029
Kirk H. Mulbach	Director	May 2029

1) Administrative Matters

- A. Call to Order & Declaration of Quorum
- B. Director Qualifications and Disclosures
- C. Appointment of Officers
- D. Review and Approval of the Agenda
- E. Consider Approval of Regular Meeting Minutes from April 10, 2025 (enclosed)

2) <u>Correspondence</u>

3) Public Comment

- A. Larkspur Fire Protection District 5-Year Strategic Plan Community Discussion, Wayne Moore
- B. The Board and District staff truly value the public's input. Please respect the following when making formal comments to the Board of Directors: Please keep comments restricted to the topics of the District and its business, and time limited to a maximum of three (3) minutes.
- 4) Directors' Items/ Comments

5) Committee Reports

- A. Committee Chair Appointments
- B. Entry Committee Director _____
- C. Firewise Committee Director Brickweg
 - (1) Review and discuss proposed FRWRM Grant Program for homeowners (under separate cover)
 - (2) Review and consider approval of Wildfire Mitigation Project Administrator Proposal (under separate cover)
- D. Parks and Open Space Committee Director _____
 - (1) Pet waste at Wauconda Park
- E. Communications Committee Director
- F. Events and Activities Committee President Hill
 - (1) Review and consider approval of fireworks proposals (under separate cover)

6) Financial Matters

- A. Review and consider acceptance of April 30, 2025, Unaudited Financial Statements (enclosed)
- B. Review and approve Payables through May 8, 2025 (under separate cover)

7) Management Matters

8) Legal Matters

None

9) New Business

None

10) Old Business

- A. Damage to fence along Hwy 105
- B. Tract K
- C. Benches

11) Adjournment

• The next regularly scheduled meeting is June 12, 2025, at 6:00 pm



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MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE PERRY PARK METROPOLITAN DISTRICT HELD April 10, 2025 AT 6:00 PM

Pursuant to posted notice, the special meetings of the Board of Directors of the Perry Park Metropolitan District was held on April 10, 2025 at 6:00 PM at the Perry Park Country Club – 7047 Perry Park Boulevard, Larkspur, CO 80118 and via tele/videoconference: <u>https://video.cloudoffice.avaya.com/join/732402898</u>.

Attendance:

In attendance were Directors:

Darren Hill,	President
Joeseph Brickweg,	Vice President
Jill Arthurs,	Treasurer
Christian M. Warren,	Assistant Secretary

Directors Attending Virtually

Steven Ostrowski, Secretary

<u>Also in attendance were:</u>

Beth Diana,	WSDM District Managers
Jak Pattamasaevi,	WSDM District Managers
Rebecca Harris,	WSDM District Managers
Danielle Daigle-Chavez,	WSDM District Managers
Douglas Stallworthy,	Collins, Cole, Winn, and Ulmer
Keith Worley,	Firewise Committee Secretary, Resident
Carsten Baumann,	Resident
Randy Johnson,	Resident
Elaine Petro,	Resident
Kirk Mulbach,	Resident
Deb Lefor,	Resident
L.V.,	Resident
Todd,	Resident (virtual)
Doug Duvigneaud,	Resident (virtual)

1. Administrative Matters

A. Call to Order & Declaration of Quorum The meeting was called to order at 6:00 PM by President Hill. President Hill indicated that a quorum of the Board was present.

B. Declaration of Quorum/Director Qualifications/ Disclosure Matters:
President Hill stated that each Director has been qualified as an eligible elector of the District



pursuant to Colorado law. The Directors confirmed their qualifications. President Hill informed the Board that, pursuant to Colorado law, certain disclosures might be required prior to taking official action at the meeting. President Hill reported that disclosures for those directors with potential or existing conflicts of interest were filed with the Secretary of State's Office and the Boards at least 72 hours prior to the meeting, in accordance with Colorado law, and those disclosures were acknowledged by the Board. President Hill inquired into whether members of the Board had any additional disclosures of potential or existing conflicts of interest regarding any matters scheduled for discussion at the meeting. No additional disclosures were noted. The Board determined that the participation of the members present was necessary to obtain quorum or otherwise enable the Board to act.

C. Approval of Agenda:

President Hill moved to amend the agenda by moving Legal Matters, Item 8, after Administrative Matters; seconded by [President/Director] [name]. Motion passed unanimously.

- D. Consider approval of March 13, 2025 Regular Board Meeting Minutes: After review, Director Arthurs moved to approve the March 13, 2025 Regular Board Meeting Minutes as presented; seconded by Director Brickweg. Motion passed unanimously.
- 2. Correspondence None.
- 3. Public Comment:

Keith Worley, resident, thanked the three outgoing Board Members.

4. Director's Items/Comments

Director Warren thanked the public and the Board for their support. Director Ostrowski thanked the community and Board Members and noted the Board's accomplishments.

- 5. Committee Reports
 - A. Entry Committee Director Arthurs

Director Arthurs reported on the Norris Design presentation and noted she received substantial public comment. Mr. Baumann inquired about the cost estimates for the entryway designs. Director Arthurs addressed. Director Warren inquired about the new committee chair. President Hill addressed. Director Ostrowski inquired about the level of design provided by Norris Design. Director Arthurs addressed. Director Warren inquired about the Country Club sign. Director Arthurs addressed. Director Arthurs presented the Core Electric Cooperative Cost Summary for undergrounding the utility lines. Director Warren inquired about the price range of the entryway improvements. Director Arthurs addressed. Mr. Worely inquired about the cost. Director Arthurs addressed.

B. Firewise Committee – Director Brickweg

Director Brickweg reported on the March 29 Firewise Event, provided an update on committee members, and notified the Board that the slash pick up postcard was mailed. Director Brickweg notified the Board that the FRWRM grant was approved. It was previously



approved by the Board. Director Brickweg moved that Randy Johnson be approved as the grant's project manager since the State cannot manage the project. President Hill seconded the motion. Discussion was had about Mr. Johnson's hourly rate, hours required to manage the grant program, and how the homeowner program will operate. President Hill addressed. Director Warren requested that Mr. Johnson submit a contract, including a scope of work and estimated costs. President Hill amended his motion to meet Director Warren's request. Director Ostrowski stated that additional information was needed and suggested that the next Board vote on the contract. President Hill informed the Board of the State's anticipated cost per lot for project management. Director Warren inquired if project management costs were eligible grant expenses. President Hill notified the Board that project management costs are not eligible. Mr. Johnson notified the Board that the grant program document defines the scope of work for the project. Director Warren asked for clarification on the budget allocation for project management costs. President Hill addressed. Ms. Diana inquired whether the Board wanted to consider engaging WSDM Managers to handle the project's accounting. Director Warren and Director Brickweg inquired about the project's accounting requirements. President Hill and Mr. Johnson addressed. Director Warren expressed concern about the District paying the administrative costs on a per-home basis. Director Ostrowski suggested project modifications. Discussion was had about project modifications. Mr. Johnson stated he will provide the grant program document to the Board. Mr. Pattamasaevi notified the Board of contractor insurance requirements and asked the Board for direction. Discussion was had about contractor's insurance. Additional discussion was had regarding the insurance requirements. Director Warren requested input from legal counsel on the insurance requirements and suggested that the homeowners be responsible for the cost of administering their mitigation project. Mr. Worley provided additional suggestions for the program. President Hill moved to engage Mr. Johnson to provide a contract, at the existing hourly rate, for project management of fire mitigation on the remaining 26 District properties, with the work to be completed within 2025; seconded by Director Arthurs. Motion passed unanimously.

C. Parks and Open Space Committee - Director Ostrowski

Director Ostrowski reported that several landscape maintenance contractors never provided quotes, and therefore, the current contractor, Larkspur Outdoor Maintenance, will continue to maintain the District's properties. Director Ostrowski updated the Board about the contractor spraying the weeds and notified the Board that there is community interest in improving Wauconda Park. Director Arthurs will provide contact information for a landscape maintenance company to Director Ostrowski.

- D. Communications Committee Director Ostrowski Director Ostrowski stated there are no items to discuss.
- E. Events and Activities Committee President Hill Director Hill reported that he would kick off the planning for the 4th of July soon. Discussion was had about fireworks.

6. Financial Matters

A. Review and consider acceptance of March 31, 2025 Unaudited Financial Statements



Ms. Diana reviewed the unaudited financials. Mr. Pattamasaevi notified the Board that the Board must approve each monthly transfer. Director Brickweg moved that only thirty thousand dollars should remain in the operating account, with additional funds to be transferred to the Colo Trust account; seconded by President Hill. Motion passed unanimously. Director Warren inquired about the legal expenses. Ms. Diana addressed. Ms. Diana notified the Board that the budget for the entryway improvements was missing from the financials shown in the Board's packet, but had been updated. Director Warren inquired about the Tract K Trail Realignment line item. Director Arthurs addressed. Director Warren inquired about the Income Summary. Mr. Pattamasaevi addressed. Director Warren moved to approve the March 31, 2025 Unaudited Financials as presented; seconded by Director Brickweg. Motion passed unanimously.

B. Review and consider approval through April 10, 2025 Payables

Ms. Diana presented the Payables for the period and requested to add SIPA for one thousand two hundred forty dollars for a total of eight thousand two hundred nine dollars and seventy-five cents and Core Electric for thirty-six dollars and ten cents. Director Arthurs inquired about the WSDM invoice. Ms. Diana addressed. After discussion, Director Arthurs moved to approve the payables as amended; seconded by President Hill. Motion passed unanimously.

Director Brickweg notified the Board that the debit card had expired and he requested a new card.

- 7. Management Matters No items to discuss.
- 8. Legal Matters
 - A. Tract K memo presented by attorney Douglas Stallworthy.

Douglas Stallworthy, an attorney, presented the Tract K memo. The easement, location of Tract K, deed restrictions, and associated risk were discussed. Director Warren asked if there were any issues transferring the land to the District. Mr. Stallworthy stated the potential problems were outlined in the memo. Carsten Baumann, resident, asked if there was any additional District liability. Mr. Stallworthy stated the liability is the same for Tract K as other District owned land. Director Warren noted that the land is not insured under the District's insurance, so there is risk for the Perry Park Community Fund, and the importance of transferring the land to the District as soon as possible. Mr. Baumann inquired about the Board of Directors for the Perry Park Community Fund. President Hill and Mr. Stallworthy addressed. Director Ostrowski noted that Tract K will need to be added to the District's insurance. Director Warren noted that the insurance company was contacted, and there is no additional cost for the District to insure the land. Ms. Diana stated that if there is no additional signage, fencing, or other items on the property the Board wants to insure, there is no increase in cost. Director Warren inquired about the additional requirements of the Perry Park Community Fund. Mr. Stallworthy addressed. Discussion was had about the Douglas County Land Conservancy and the trail in Tract K. Discussion was had about the title insurance. Mr. Pattamasaevi inquired about the enforcement of the deed restrictions. Mr. Stallworthy addressed. Director Brickweg inquired about the previous landowner's enforcement rights and raised concerns about legal view. Mr. Stallworthy and Director Warren addressed. Director



Warren inquired about multiple-year contracts. Mr. Stallworthy addressed. Kirk Mulbach, resident, inquired about compliance with the deed restrictions. Mr. Stallworthy addressed. Director Arthurs inquired about weed control and chemical use. Director Brickweg and Mr. Stallworthy addressed. Director Brickweg inquired about the purpose of the information presented by legal counsel. Mr. Stallworthy requested that the Board acknowledge the risks detailed in the memo regarding the land transfer from the Perry Park Community Fund to the District. Director Ostrowski requested clarification of the motion. After discussion, Director Brickweg moved to approve the transfer of Tract K from the Perry Park Community Fund to the Perry Park Metropolitan District and acknowledged and accepted the risks outlined by legal counsel; seconded by Director Warren. Director Arthurs abstained. Motion passed.

9. New Business

A. Damage to fence along Hwy 105

President Hill updated the Board about the fence. Director Warren inquired about an incident report and insurance claim. Ms. Diana addressed. Director Warren recommended replacing the fence and notified the Board that the entire fence needs to be replaced. Discussion was had about the condition of the fence, fencing alternatives, and the contractor's quote. Director Ostrowski inquired about the Wauconda Park pavilion and insurance. President Hill addressed. The Board requested District Management obtain a quote to remove the entire fence and replace the entire fence.

10. Old Business

A. Tract K

Addressed under Legal Matters.

B. Benches

Discussion was had about submitting the entryway and bench plans for approval to the Douglas County Land Conservancy at one time. Mr. Worley provided a spillway update and stated that the spillway base measurement is four feet. Director Warren notified the Board he discussed the condition of the roadways with the County.

11. Adjournment:

President Hill requested new Board Members arrive by 5:30 to complete their Oath of Office. President Hill moved to adjourn the meeting at 7:55 PM; seconded by Director Brickweg. Motion passed unanimously.

a. Next Regular Meeting scheduled: May 8, 2025, at 6 PM.

Submitted by: Recording Secretary



THESE MINUTES ARE APPROVED AS THE OFFICIAL APRIL 10, 2025, REGULAR MEETING MINUTES OF THE PERRY PARK METROPOLITAN DISTRICT.

Approved by: Secretary of the Board



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Perry Park Metropolitan District Balance Sheet As of April 30, 2025

	Apr 30, 25
ASSETS Current Assets Checking/Savings First Bank Checking Colo Trust General - 2320 Colo Trust Conservation - 2321 Colo Trust Reserve - 8001	35,199.23 11,193.31 67,215.58 984,355.61
Total Checking/Savings	1,097,963.73
Other Current Assets Prepaid Expense	5,720.00
Total Other Current Assets	5,720.00
Total Current Assets	1,103,683.73
TOTAL ASSETS	1,103,683.73
LIABILITIES & EQUITY Liabilities Current Liabilities Accounts Payable Accounts Payable	9,506.92
Total Accounts Payable	9,506.92
Other Current Liabilities Payroll Liabilities	76.50
Total Other Current Liabilities	76.50
Total Current Liabilities	9,583.42
Total Liabilities	9,583.42
Equity Fund Balance Restricted Emergencies Conservation Trust Subsequent Years Expenses Unassigned	10,000.00 48,641.00 5,720.00 767,786.87
Total Fund Balance Restricted	832,147.87
Retained Earnings Net Income	170,996.66 90,955.78
Total Equity	1,094,100.31
TOTAL LIABILITIES & EQUITY	1,103,683.73

11:05 AM 05/02/25 Accrual Basis

Perry Park Metropolitan District Profit & Loss Budget vs. Actual January through April 2025

General Fund

	TOTAL				
	Apr 25	Jan - Apr 25	Budget	\$ Over Budget	% of Budge
Ordinary Income/Expense					
Income					
Conservation Trust Fund	0.00	2,964.66	12,000.00	-9,035.34	24.71
Abatements & Ommitted	0.00	-142.36			
Property Taxes	13,396.62	107,558.69	258,881.00	-151,322.31	41.55
Specific Ownership Tax	1,646.11	5,029.70	18,122.00	-13,092.30	27.76
Interest Income	44.33	160.85	20,000.00	-19,839.15	0.8
Total Income	15,087.06	115,571.54	309,003.00	-193,431.46	37.4
Expense					
Bank Fees	12.00	24.00	50.00	-26.00	48.0
Contingency	0.00	0.00	20,000.00	-20,000.00	0.0
Directors Fees	500.00	1,700.00	10,000.00	-8,300.00	17.0
District Management	3,000.00	12,515.00	36,000.00	-23,485.00	34.76
Dues & Subscriptions	0.00	1,044.35	1,500.00	-455.65	69.62
Education	0.00	0.00	4,000.00	-4,000.00	0.0
Election Expense	0.00	1,500.58	10,000.00	-8,499.42	15.01
Engineering - Water Consultant	0.00	484.00			
Grant Writing	0.00	0.00	3,500.00	-3,500.00	0.0
Information Technology	1,240.00	1,240.00	3,000.00	-1,760.00	41.33
Insurance	0.00	0.00	6,200.00	-6,200.00	0.0
Landscape & Open Space Maint	695.00	695.00	16,500.00	-15,805.00	4.21
Lease/Purchased Water Replacemt	0.00	0.00	1,000.00	-1,000.00	0.0
Legal	1,686.00	5,440.00	15,000.00	-9,560.00	36.27
Miscellaneous	0.00	68.50			
Park Maintenance	0.00	0.00	1,500.00	-1,500.00	0.0
Payroll Taxes	38.25	130.05	600.00	-469.95	21.68
Postage & Copies	15.00	15.00	100.00	-85.00	15.0
Post Office Box Rental	0.00	74.00			
Repairs & Maintenance	150.00	630.00	6,500.00	-5,870.00	9.69
Seasonal Activities	0.00	0.00	2,000.00	-2,000.00	0.0
Slash Pick-Up and Burn			,	,	
Spring Canyon Lease	0.00	0.00	1,200.00	-1,200.00	0.0
Mailer Postage	0.00	668.78	2,000.00	-1,331.22	33.44
Slash Pick-Up and Burn - Other	0.00	2,565.57	50,000.00	-47,434.43	5.13
Total Slash Pick-Up and Burn	0.00	3,234.35	53,200.00	-49,965.65	6.08
Treasurer Collection Fee - O&M	201.03	1,611.35	3,883.00	-2,271.65	41.5
Utilities	36.10	102.89	2,000.00	-1,897.11	5.15
Weed & Pest Controll	0.00	1,000.00	7,000.00	-6,000.00	14.29
Total Expense	7,573.38	31,509.07	203,533.00	-172,023.93	15.48
Net Ordinary Income	7,513.68	84,062.47	105,470.00	-21,407.53	79.7
Other Expense	0.00	0.00	000 040 00	000 040 00	0.0
Transfer to Project Fund	0.00	0.00	388,240.00	-388,240.00	0.0
Transfer to Reserve Fund	0.00	0.00	316,939.00	-316,939.00	0.0
Total Other Expense	0.00	0.00	705,179.00	-705,179.00	0.0
Total Other Expense	0.00	0.00	705,179.00	-705,179.00	0.0
Net Other Income	0.00	0.00	-705,179.00	705,179.00	0.0
Income	7,513.68	84,062.47	-599,709.00	683,771.47	-14.02

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11:11 AM 05/02/25 Accrual Basis

Perry Park Metropolitan District Profit & Loss Budget vs. Actual January through April 2025

Project Fund

	TOTAL				
	Apr 25	Jan - Apr 25	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense					
Income					
Donations-Income	0.00	0.00	30,000.00	-30,000.00	0.0%
Grant Income	0.00	0.00	170,000.00	-170,000.00	0.0%
Interest Income	234.49	910.27			
Total Income	234.49	910.27	200,000.00	-199,089.73	0.46%
Expense					
Entry Way Improvements	0.00	7,229.22	170,000.00	-162,770.78	4.25%
Fire Mitigation	0.00	0.00	279,000.00	-279,000.00	0.0%
Tract K Trail Realignment	0.00	0.00	30,000.00	-30,000.00	0.0%
Wauconda Park	0.00	0.00	200,000.00	-200,000.00	0.0%
Total Expense	0.00	7,229.22	679,000.00	-671,770.78	1.07%
Net Ordinary Income	234.49	-6,318.95	-479,000.00	472,681.05	1.32%
Other Income/Expense					
Other Income					
Other Income					
Transfer from General Fund	0.00	0.00	388,240.00	-388,240.00	0.0%
Total Other Income	0.00	0.00	388,240.00	-388,240.00	0.0%
Total Other Income	0.00	0.00	388,240.00	-388,240.00	0.0%
Net Other Income	0.00	0.00	388,240.00	-388,240.00	0.0%
t Income	234.49	-6,318.95	-90,760.00	84,441.05	6.96%

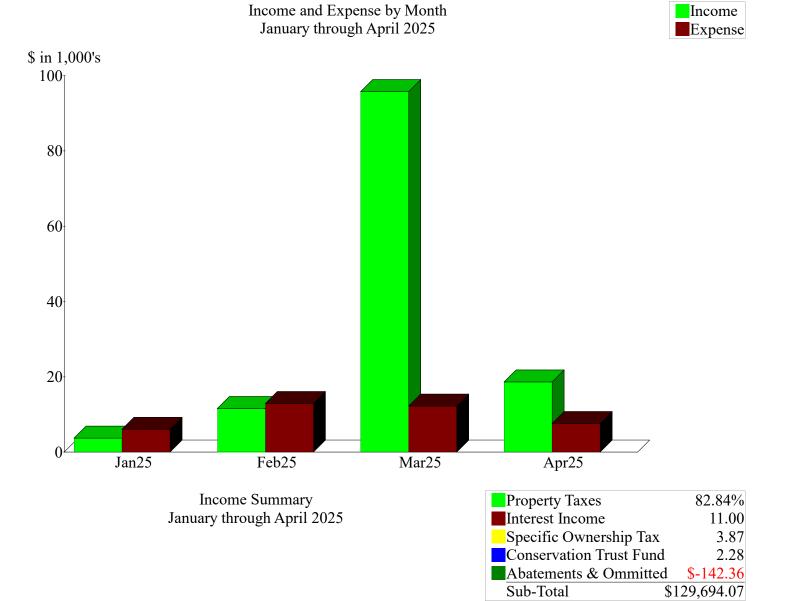
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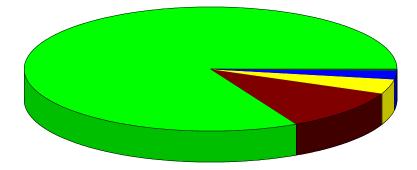
11:15 AM 05/02/25 Accrual Basis

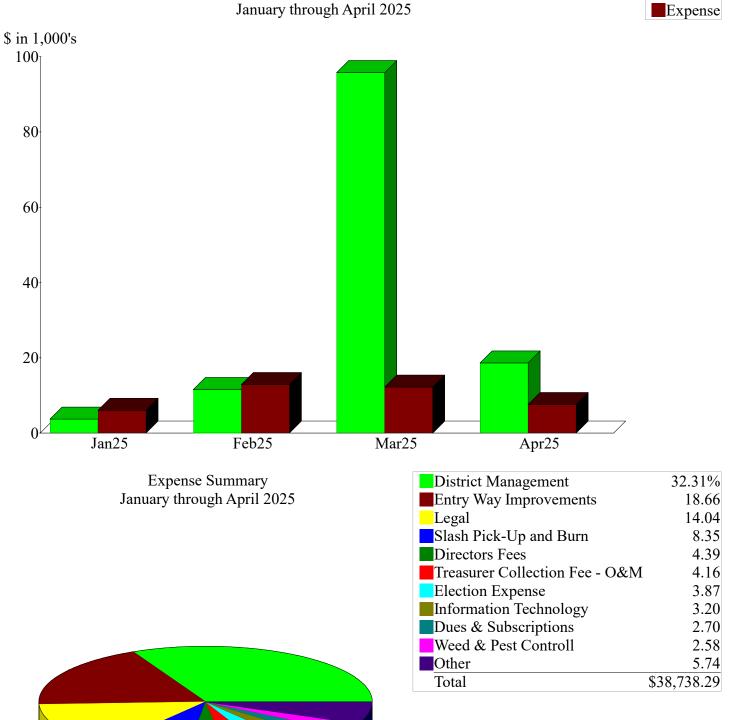
Perry Park Metropolitan District Profit & Loss Budget vs. Actual January through April 2025

Reserve Fund

	TOTAL					
	Apr 25	Jan - Apr 25	Budget	\$ Over Budget	% of Budget	
Ordinary Income/Expense						
Income						
Interest Income	3,296.20	13,212.26				
Total Income	3,296.20	13,212.26				
Net Ordinary Income	3,296.20	13,212.26				
Other Income/Expense						
Other Income						
Other Income						
Transfer from General Fund	0.00	0.00	316,939.00	-316,939.00	0.0%	
Total Other Income	0.00	0.00	316,939.00	-316,939.00	0.0%	
Total Other Income	0.00	0.00	316,939.00	-316,939.00	0.0%	
Net Other Income	0.00	0.00	316,939.00	-316,939.00	0.0%	
Net Income	3,296.20	13,212.26	316,939.00	-303,726.74	4.17%	







Income and Expense by Month January through April 2025

Income



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Perry Park Metropolitan District PAYMENT REQUEST

5/8/2025 GENERAL FUND ACCOUNT

Company	Invoice	Date	Amount	Comments
Darren Hill	050825DH	5/8/2025	\$ 92.35	
Joseph Brickweg	050825JB	5/9/2025	\$ 92.35	
Carsten Baumann	050825CB	5/10/2025	\$ 92.35	
Kirk Mulbach	050825KM	5/11/2025	\$ 92.35	
Keith Worley	050825KW	5/12/2025	\$ 92.35	
Collins Cole Winn Ulmer	7484	4/9/2025	\$ 1,686.00	
Larkspur Outdoor Maintenance	2748	4/15/2025	\$ 145.00	
Larkspur Outdoor Maintenance	2749	4/15/2025	\$ 202.50	
Larkspur Outdoor Maintenance	2750	4/15/2025	\$ 80.00	
Larkspur Outdoor Maintenance	2751	4/15/2025	\$ 267.50	
Norris Design	01-104986	3/31/2025	\$ 3,960.92	
Parker Port-A-Potty, Inc.	1124397	4/21/2025	\$ 150.00	Monthly
WSDM District Managers	746	4/30/2025	\$ 3,015.00	Monthly
TOTAL			\$ 9,968.67	•

, President

First Bank Checking Balance	\$ 35,199.23	
Less this month's payables	\$ (9,968.67)	
Bank Balance after payables	\$ 25,230.56	