

PERRY PARK METROPOLITAN DISTRICT REGULAR BOARD MEETING AGENDA AND NOTICE

Thursday, November 14, 2024 – 6:00 PM

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

-AND-

Please join my meeting from your computer, tablet, or smartphone.

https://video.cloudoffice.avaya.com/join/732402898

You can also dial in using your phone. United States: +1 (213) 463-4500 Access Code: 732-402-898

Board of Director	Title	Term
Darren Hill	President	May 2027
Joseph Brickweg	Vice President	May 2027
Jill Arthurs	Treasurer	May 2025
Steven Ostrowski	Secretary	May 2025
Christian M. Warren	Assistant Secretary	May 2025

1) Administrative Matters

- A. Call to Order & Declaration of Quorum
- B. Director Qualifications and Disclosures
- C. Review and Approval of the Agenda
- D. Consider Approval of Meeting Minutes from October 10, 2024 and October 23, 2024 (enclosed)

2) Correspondence

3) Public Comment

The Board and District staff truly value the public's input. Please respect the following when making formal comments to the Board of Directors:

A. 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) <u>Committee Reports</u>

- A. Entry Committee Director Arthurs
- B. Firewise Committee Directors Brickweg & Hill
- C. Parks and Open Space Committee Director Ostrowski
- D. Communications Committee Director Ostrowski
- E. Independence Day Committee Director Warren

6) Financial Matters

- A. Review and consider acceptance of October 31, 2024, Unaudited Financial Status (enclosed)
- B. Review and approve through November 14, 2024 Payables (enclosed)

7) Management Matters

A. Discuss upcoming statutory deadlines

8) <u>New Business</u>

- A. Perry Park Community Fund discussion
- B. October 31st Roads Committee meeting discussion

9) Old Business

- A. Tract K Discussion
- B. Gateway Pond Fire Pond Designation Update

10) Adjournment

The next regularly scheduled meeting is scheduled for December 12, 2024, at 6:00 pm Location: Perry Park Country Club, 7047 Perry Park Boulevard, Larkspur, CO 80118



MINUTES OF THE REGULAR BOARD MEETING OF THE BOARD OF DIRECTORS OF THE PERRY PARK METROPOLITAN DISTRICT HELD OCTOBER 10, 2024 AT 6:00 PM

Pursuant to posted notice, 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 October 10, 2024, at 6:00 p.m. The meeting was open to the public and was also available via Zoom video / teleconference.

Attendance

In attendance were Directors: Darren Hill, President Joseph Brickweg, Vice President Jill Arthurs, Treasurer Steven Ostrowski, Secretary (Excused absence) Christian M. Warren, Assistant Secretary

<u>Also in attendance were:</u> Rebecca Harris, WSDM District Managers Beth Diana, WSDM District Managers Randal Johnson, Wildfire Risk Management, Ltd. In Person Public Attendance

1. ADMINISTRATIVE MATTERS

- A. Call to Order: The meeting was called to order at 6:04 p.m. by President Hill. A quorum was confirmed. Board excused Director Ostrowski.
- B. Director Qualifications and Disclosures: 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.
- C. Review and Approval of the Agenda: Director Warren moved to approve the Agenda as presented; seconded by Director Brickweg. Motion passed unanimously.
- D. Consider Approval of Meeting Minutes from September 12, 2024: After review, Director Warren moved to approve the September 12, 2024, Meeting Minutes as amended; seconded by Director Brickweg. Motion passed unanimously.

2. CORRESPONDENCE: No correspondence.

3. **PUBLIC COMMENT:** A resident in attendance had a question about fireworks for next years fourth of July celebration. Also asked a question about Christmas lights. The Board discussed the fourth of July celebration and currently getting proposals from a variety of companies, Director Warren noted that Perry Park is at the top of the list to be covered with the previous company. The Board discussed the two concerns are the availability of a licensed crew and the cost range from \$14,500 to \$30,000 for a 30 minute show. The Board discussed this past year laser show was \$15,000, which got mixed reviews.

The Board discussed the Christmas lights and décor is stored at the shed and we are looking for another volunteer resident to help with installation.

A resident asked a question on the director reimbursement policy for attending the SDA conference. The Board discussed that one of the Board members went to the SDA conference, received a free conference registration, and in the past the entire Board would attend with reimbursement for lodging, *WSDM - District Managers* food, and registration. After discussion the Board agreed to reimburse lodging for this one and adopt a formal policy as we approach next years conference.

A resident inquired about a previous comment made regarding that the Metropolitan District Board has not performed fire mitigation for the last 20 years. Director Warren responded to clarify that the comment is in regard to the Metro owed only property not the Mountain side area. After discussion the Board discussed that we are now moving forward to mitigate the Metro owned ad putting a plan in place to continue moving forward.

A resident spoke about his volunteer time and effort to install the stored road signs to help reduce the concerns of speeding on Red Rock Drive. The Metro Board acknowledged his efforts and were appreciative for his time. They discussed the possibility of putting up another sign and that Douglass County is willing to put up their temporary speed trap signs, but they would be were they want them. Director Warren discussed the Road Committee holding a meeting to continue these discussions.

A resident brought up concerns about the traffic that will impact Perry Park with the planned construction and the Renaissance Festival. After discussion the Board commented they would reach out to the Renaissance Festival representative and possibly the County ad inquire if they can modify the traffic stop to help relieve the stress from the Perry Park residents.

4. **DIRECTOR ITEMS/COMMENTS**: There were no Director items or comments at this time.

5. COMMITTEE REPORTS

A. Entry Committee: Director Arthurs reported on the Entry Committee. There was discussion on undergrounding the electric and was currently at \$105,000. Director Arthurs reported on the response we received from the Fire Department, CORE electric, and others. Director highlighted the concerns with the current scope of the work including the easement and needing permission from the Land Conservancy. Directo Arthur's proposed that we suspend the undergrounding project at this time. Director Arthurs discussed the status of the possible designing of the Entry landscape project. After discussion the Board agreed to proceed with getting several design options for the community to provide input before proceeding with re-design. These options would be presented after the Board decided on which company to engage with on creating the design options. After discussion the Board agreed to propose the undergrounding possible design option for the entry. Director Arthurs read an excerpt from Walt's Words, a resident who recently passed, highlighting that

Director Arthurs read an excerpt from Walt's Words, a resident who recently passed, highlighting that the Metropolitan District Board has continued discussing implanting changes but not executing. After discussion the board acknowledge Walt's contribution to the community and highlighted this Board is planning on executing various items, as will be discussed in the budget discussion.

- B. Firewise Committee: Director Brickweg asked the status of the contract with Dove Creek Forestry. Ms. Harris noted we are just waiting for legal counsel comments. Director Brickweg highlighted that once this Board completes this first round of Fire mitigation, we need to continue to budget roughly \$70,000 every year for continued mitigation maintenance. Mr. Johnson informed the Board that as soon as Dove Creek Foresty gets the signed contract they are ready to engage on the Big D.
- C. Parks and Open Space Committee: Director Ostrowski was not present to provide an update. Director Arthurs requested the board consider receiving proposals for other landscape companies.
- D. Communications Committee Director Ostrowski was not present to provide ad update.
- E. Independence Day Committee: Director Warren provided a detailed update during public comment. He highlighted to the Board that he is ruing into concerns with companies having availability and being affordable for the community.

6. FINANCIAL MATTERS

A. Discuss results of the Reserve Study: Board discussed the results of the reserve study and highlighted that the District is well funded. President Hill wanted to discuss the Rock formation and estimate as we would need to engage a geologist.

- B. Review and Discuss the Draft 2025 Budget: Ms. Harris provided a detailed review of the current draft 2025 budget numbers. After discussion the Board stated they plan to have a full in depth discussion at the October 23 work session meeting.
- C. Review and consider acceptance of September 30, 2024, Unaudited Financial Status: Ms. Harris reviewed the unaudited financials. Director Arthurs motioned to approve the financials, seconded by President Hill. Motion passed unanimously.
- D. Review and approve through October 10, 2024 Payables: Ms. Harris presented the payables totaling \$6,264.77. Director Arthurs motioned to approve the payables, seconded by President Hill. Motion passed unanimously.

7. MANAGEMENT MATTERS

- A. Discuss Memo to dissolve 501c(3): Ms. Harris presented the Memo to dissolve the 501c(3), and discussed WSDM's proposal for service did not include managing the 501c(3). Director Warren discussed concerns that we don't have a determination letter from the IRS, just an information letter. He also inquired on what the additional cost would be for WSDM to bookkeep and manage the non-Profit. Ms. Harris informed her she would be able to offer management and bookkeeping services for a not to exceed \$1,000 a month. After detailed discussion the Board agreed to keep the 501c(3) separate from WSDM management and pull from the community to get volunteers to help. The Board also agreed to utilize the 501c(3) to accept the Tract K donation ad transfer from the non-profit to the Metro District and the board would re-address this topic once we can receive a determination letter.
- B. Discuss Park Structure Insurance: Ms. Harris informed the Board we are in process of receiving a quote from a contractor for repairs and determination on what may have caused the damage.

8. **NEW BUSINESS:**

- A. Weins Ranch Gate Location: Director Brickweg showed the board that Weins Ranch is building an automatic gate. Director Warren informed the Board and community that the gate big built has been approved by all jurisdictions and the gate will include an emergency electronic code for the Fire Department and Sheriffs Department that allows for emergency use of the gate.
- **B.** Review and consider approval for Bech Proposal: Director Arthurs presented the current memorial bench. After detailed discussion the Board agreed to brainstorm other memorial options for the community.

9. OLD BUSINESS

- A. Tract K Discussion: Director Warren confirmed that Mr. Flavin and his attorney are prepared to donate Tract K along with \$30,000 to the 501c(3), he is just waiting for their confirmation.
- B. Discuss Gateway Pond Fire Pond Designation Update: There was no update.
- **10. ADJOURNMENT:** The Board confirmed the next meeting is October 23, 2024, at 6:00 p.m. President Hill moved to adjourn; seconded by Director Brickweg. Motion passed unanimously at 7:55 p.m.

Respectfully Submitted,

By: Recording Secretary

Perry Park Metropolitan District

Regular Meeting - October 10, 2024

Proposed Motions

Agenda Item #	Motion #	Motion Language	Passed (Y or N)
1. C.	M2024-10-10- 01	Director Warren move that the Board approve the Agenda as Presented. Seconded by Director Brickweg. Motion passed unanimously	Y
1. D.	M2024-10-10- 02	Director Warren moved to approve the September 12, 2024, Meeting Minutes as amended; seconded by Director Brickweg. Motion passed unanimously.	Y
6. C.	M2024-10-10- 04	Director Arthurs motioned to approve the financials, seconded by President Hill. Motion passed unanimously.	Y
6. D.	M2024-10-10- 05	Director Arthurs motioned to approve the payables, seconded by President Hill. Motion passed unanimously.	Y
8.B.	M2024-10-10- 06	No motion was made.	N

MINUTES OF THE SPECIAL BOARD MEETING OF THE BOARD OF DIRECTORS OF THE PERRY PARK METROPOLITAN DISTRICT HELD OCTOBER 23, 2024 AT 6:00 PM

Pursuant to posted notice, 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 October 23, 2024, at 6:00 p.m. The meeting was open to the public and was also available via Zoom video / teleconference.

Attendance

In attendance were Directors: Darren Hill, President Joseph Brickweg, Vice President Jill Arthurs, Treasurer Steven Ostrowski, Secretary Christian M. Warren, Assistant Secretary

<u>Also in attendance were:</u> Rebecca Harris, WSDM District Managers Beth Diana, WSDM District Managers Randal Johnson, Wildfire Risk Management, Ltd. In Person Public Attendance

1. ADMINISTRATIVE MATTERS

- A. Call to Order: The meeting was called to order at 6:01 p.m. by President Hill. A quorum was confirmed.
- B. Director Qualifications and Disclosures: 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.
- C. Review and Approval of the Agenda: Director Warren moved to approve the Agenda as presented; seconded by Director Brickweg. Motion passed unanimously.
- 2. 2025 BUDGET REVIEW AND DISCUSSION: The Board had detailed discussion on the 2025 Budget and 2024 Budget Amendment. Board directed WSDM to plan to transfer the full reserve fund needed, per the reserve study. Board agreed to move 4th of July Celebration to the Project Fund along with Donation Revenue. After review and discussion the Board agreed to hold the Annual Town Hall Board Meeting on November 14, 2024 at 6:00 pm and the Budget Hearing meeting on December 12, 2024 at 6:00 pm. Board discussed the involvement of the Roads Committee, no decision was made.
- **3. PUBLIC COMMENT:** Public in attendance did not have any additional questions regarding the Budget discussion.
- 4. ADJOURNMENT: The Board confirmed the next meeting is November 14, 2024, at 6:00 p.m. President Hill moved to adjourn; seconded by Director Brickweg. Motion passed unanimously at 7:26 p.m.

Respectfully Submitted,

By: Recording Secretary



Perry Park Metropolitan District Balance Sheet As of October 31, 2024

	Oct 31, 24
ASSETS Current Assets Checking/Savings Bill.com Money Out Clearing	16,333.89
First Bank Checking Colo Trust General - 2320 Colo Trust Conservation - 2321 Colo Trust Reserve - 8001	40,153.18 10,955.65 59,969.33 918,886.20
Total Checking/Savings	1,046,298.25
Other Current Assets Prepaid Expense	5,720.00
Total Other Current Assets	5,720.00
Total Current Assets	1,052,018.25
TOTAL ASSETS	1,052,018.25
LIABILITIES & EQUITY Liabilities Current Liabilities Accounts Payable Accounts Payable	34,791.01
Total Accounts Payable	34,791.01
Other Current Liabilities Payroll Liabilities	76.50
Total Other Current Liabilities	76.50
Total Current Liabilities	34,867.51
Total Liabilities	34,867.51
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
Net Income	185,002.87
Total Equity	1,017,150.74
TOTAL LIABILITIES & EQUITY	1,052,018.25

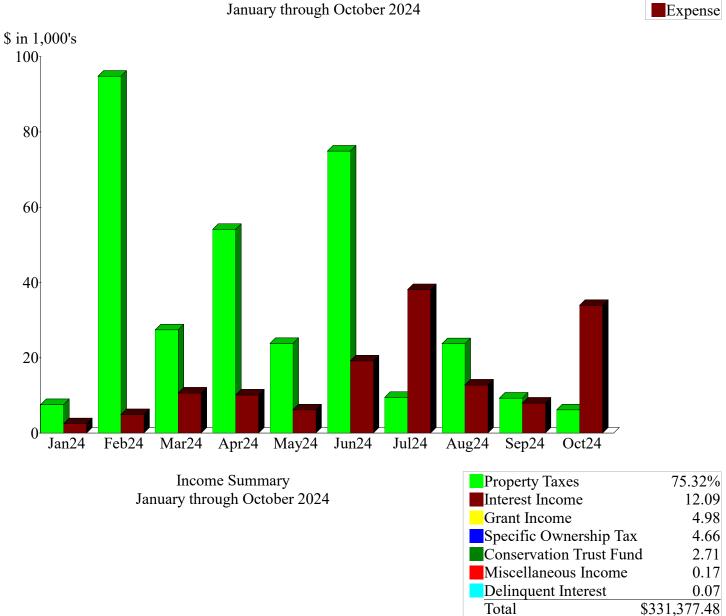
11:24 AM 11/12/24 Accrual Basis

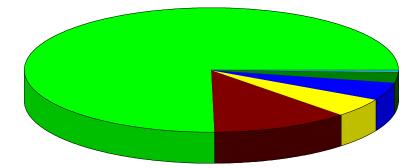
Perry Park Metropolitan District Profit & Loss Budget vs. Actual January through October 2024

TOTAL Jan - Oct 24 Budaet \$ Over Budget % of Budget Oct 24 **Ordinary Income/Expense** Income **Grant Income** 0.00 16,500.00 **Conservation Trust Fund** 0.00 8,986.24 7,000.00 1,986.24 128.38% **Property Taxes** 472.57 249,592.32 245,990.00 3,602.32 101.46% 28.35 228.64 **Delinguent Interest** Specific Ownership Tax 1,645.12 15,448.96 14,759.00 689.96 104.68% Interest Income 4,037.48 40,071.32 15,000.00 25,071.32 267.14% **Miscellaneous Income** 0.00 550.00 **Total Income** 6,183.52 331,377.48 282,749.00 48,628.48 117.2% Expense Audit 0.00 7.040.00 6.000.00 1.040.00 117.33% **Bank Fees** 4.00 39.86 **Community Fund** -1,155.00 1,816.41 **Directors Fees** 869.40 5,699.87 12,000.00 -6,300.13 47.5% **District Management** 3,000.00 32,227.54 30,000.00 2,227.54 107.43% **Dues & Subscriptions** 0.00 730.60 1,500.00 -769.40 48.71% **Engineering - Water Consultant** 0.00 739.50 22,000.00 -21,260.50 3.36% **Fire Mitigation** 29,109.00 30,682.42 **Grant Writing** 930.00 930.00 Information Technology 0.00 2,933.31 2,000.00 933.31 146.67% 445.00 7.42% Insurance 0.00 6,000.00 -5,555.00 Landscape & Open Space Maint 0.00 9,158.94 16,500.00 -7,341.06 55.51% Lease/Purchased Water Replacemt 0.00 132.00 5,000.00 -4,868.00 2.64% 893.00 4,955.80 25,000.00 -20,044.20 19.82% Legal Miscellaneous 0.00 0.00 20,000.00 -20,000.00 0.0% **Open Stace Maintenance** 0.00 0.00 **Park Maintenance** 0.00 1,015.05 1,500.00 -484.95 67.67% **Payroll Taxes** 38.25 367.20 600.00 -232.80 61.2% **Postage & Copies** 15.00 211.40 2.500.00 -2,288.60 8.46% Post Office Box Rental 0.00 0.00 75.00 -75.00 0.0% **Repairs & Maintenance** 199.51 979.51 1,500.00 -520.49 65.3% **Reserve Study** 0.00 3,000.00 **Seasonal Activities** 0.00 17,077.91 20,000.00 -2,922.09 85.39% Slash Pick-Up and Burn Spring Canyon Lease 0.00 1,200.00 1,200.00 0.00 100.0% -29,103.29 Slash Pick-Up and Burn - Other 0.00 50,000.00 41.79% 20,896.71 **Total Slash Pick-Up and Burn** 0.00 22,096.71 51,200.00 -29,103.2943.16% **Treasurer Collection Fee - O&M** 101.59% 7.52 3,748.60 3,690.00 58.60 Utilities 34.50 346.98 500.00 -153.02 69.4% Weed & Pest Controll 0.00 0.00 7,000.00 -7,000.00 0.0%

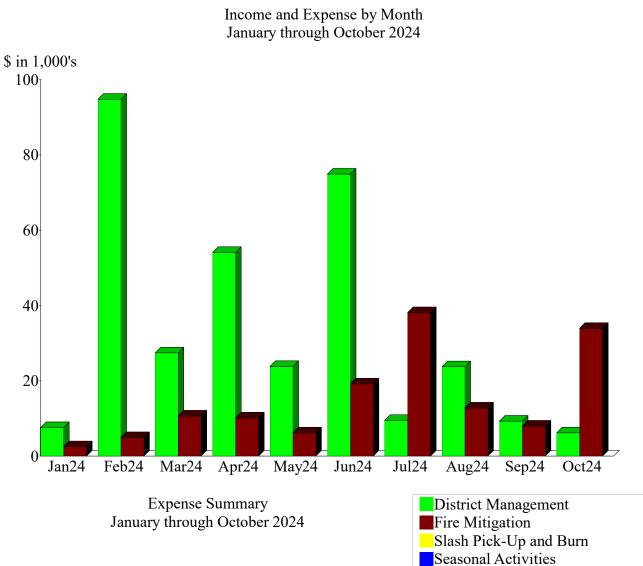
Perry Park Metropolitan District Profit & Loss Budget vs. Actual January through October 2024

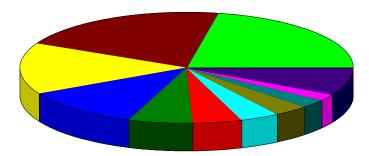
	TOTAL				
	Oct 24	Jan - Oct 24	Budget	\$ Over Budget	% of Budget
Capital Outlay					
Community Recreation Developmt	0.00	0.00			
Total Capital Outlay	0.00	0.00			
Transfer to Project Fund	0.00	0.00	201,280.00	-201,280.00	0.0%
Total Expense	33,945.18	146,374.61	435,845.00	-289,470.39	33.58%
Net Ordinary Income	-27,761.66	185,002.87	-153,096.00	338,098.87	-120.84%
Net Income	-27,761.66	185,002.87	-153,096.00	338,098.87	-120.84%





Income





District Management	22.02%
Fire Mitigation	20.96
Slash Pick-Up and Burn	15.10
Seasonal Activities	11.67
Landscape & Open Space Main	t 6.26
Audit	4.81
Directors Fees	3.89
Legal	3.39
Treasurer Collection Fee - O&M	4 2.56
Reserve Study	2.05
Other	7.30
Total	\$146,374.61

Income Expense



Perry Park Metropolitan District PAYMENT REQUEST

11/14/2024

GENERAL FUND ACCOUNT

Company	Invoice	Date	Amount		Comments
Darren Hill	102324DH	10/23/2024	\$	92.35	
Joseph Brickweg	102324JB	10/23/2024	\$	92.35	
Jill Arthurs	102324JA	10/23/2024	\$	92.35	
Steven Ostrowski	102324SO	10/23/2024	\$	92.35	
Christian M Warren	102324CW	10/23/2024	\$	92.35	
Darren Hill	111424DH	11/14/2024	\$	92.35	
Joseph Brickweg	111424JB	11/14/2024	\$	92.35	
Jill Arthurs	111424JA	11/14/2024	\$	92.35	
Steven Ostrowski	111424SO	11/14/2024	\$	92.35	
Christian M Warren	111424CW	11/14/2024	\$	92.35	
CEGR Law	9302024	11/14/2024	\$	15.50	
CEGR Law	10312024	11/14/2024	\$	132.00	
Collins Cole Flynn Winn & Ulmer PLLC	6814	11/14/2024	\$	761.00	
Collins Cole Flynn Winn & Ulmer PLLC	6905	11/14/2024	\$	1,078.00	
Colorado State Forest Service	NE000318	11/14/2024	\$	930.00	
CORE Electric Cooperative	10022024	11/14/2024	\$	17.25	
Dove Creek Forestry Inc.	146098	11/14/2024	\$	27,900.00	
Joseph Brickweg	10202024	10/20/2024	\$	39.51	
Parker Port-A-Potty, Inc.	l121641	11/14/2024	\$	150.00	
Parker Port-A-Potty, Inc.	1122374	11/14/2024	\$	160.00	
Parker Port-A-Potty, Inc.	1122022	11/14/2024	\$	160.00	
Wildfire Risk Management, Ltd.	0324	11/14/2024	\$	1,209.00	
WSDM District Managers	480	11/14/2024	\$	3,015.00	
TOTAL			\$	36,490.76	

President

First Bank Checking Balance	\$ 58,876.12
Less this month's payables	\$ (36,490.76)
Bank Balance after payables	\$ 22,385.36