



**PERRY PARK METROPOLITAN DISTRICT  
REGULAR BOARD MEETING AGENDA AND NOTICE**

**Thursday, January 16, 2025 – 6:00 PM**

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

-AND-

**Please join the 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**

<b>Board of Director</b>	<b>Title</b>	<b>Term</b>
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 Regular Meeting Minutes from December 12, 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) Committee Reports**

- A. Entry Committee – Director Arthurs
  - i. Core Notification of Construction (under separate cover)
- 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

F. Roads Committee – Director Warren

**6) Financial Matters**

- A. Review and consider acceptance of December 31, 2024, Unaudited Financial Status (under separate cover)
- B. Review and approve through January 16, 2025 Payables (enclosed)

**7) Management Matters**

**8) Legal Matters**

- A. Review and consider adoption of Indemnification Resolution (under separate cover)

**9) New Business**

**10) Old Business**

- A. Tract K
- B. Norris Design Contract

**11) Adjournment**

- The next regularly scheduled meeting is scheduled for February 13, 2025, at 6:00 pm



*Page intentionally left blank*

**MINUTES OF THE SPECIAL BOARD MEETING OF  
THE BOARD OF DIRECTORS OF THE  
PERRY PARK METROPOLITAN DISTRICT  
HELD DECEMBER 12, 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 December 12, 2024, at 6:00 p.m. The meeting was open to the public and was also available via Avaya 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

Also in attendance were:

Adam Noel, WSDM District Managers  
Rebecca Harris, WSDM District Managers  
Randal Johnson, Wildfire Risk Management, Ltd.  
Keith Worley, Fire Committee Chairperson  
Ross Ridenour, Resident  
Randy Johnson, Resident

**1. ADMINISTRATIVE MATTERS**

- A. Call to Order: The meeting was called to order at 6:00 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: After review, Director Warren moved to approve the Agenda as presented, seconded by President Hill. Motion passed unanimously.
- D. Consider Approval of Town Hall and Regular Meeting Minutes from November 14, 2024. After review, Director Warren motioned to approve the Town Hall and Regular meeting minutes from November 14, 2024, as amended, seconded by President Hill. Motion passed unanimously.

**2. CORRESPONDENCE:** Director Arthurs advised she received the District's final valuation assessment in the mail. Mr. Noel advised the amount is \$59,064,750.

**3. PUBLIC COMMENT:** Mr. Johnson, resident, asked the Board if they would consider approving the use of Wauconda Park on December 21<sup>st</sup> from 6:00 p.m. to 9:00 p.m. for a Winter Solstice community event including having a bonfire. Mr. Johnson advised he would secure a fire permit, the supplies for a fire, and handle starting and extinguishing the fire. After discussion, Director Warren moved to approve the use of Wauconda Park for the Winter Solstice community event including a bonfire provided Mr. Johnson facilitates the setup and cleanup and subject to permits, seconded by Director Brickweg. Motion passed unanimously.

**4. DIRECTORS ITEMS/ COMMENTS:** Director Warren thanked Bonnie Swan and others who decorated the entrance. Director Warren noted he bought lights on the wreaths to replace the ones that

were damaged.

## 5. COMMITTEE REPORTS:

### A. Entry Committee –

- i. Review and discuss Norris Design contract: Director Arthurs presented the contract from Norris Design. Director Warren noted some concerns about the delays of completing certain tasks and being charged an hourly rate. After discussion, Director Arthurs moved to approve the Norris Design contract with the following provisions: confirmation of assumptions regarding what is needed for the project, the ability to have flexibility with the schedule, and legal counsel contract approval. Motion seconded by Director Brickweg. Motion passed unanimously.

B. Firewise Committee Update –Director Brickweg provided updates about the discussion regarding a 5-year mitigation plan, creating a maintenance schedule, catch-up treatments for areas not serviced within the last three years including the projected expenses for the next 3-5 years. Director Brickweg also stated he was hopeful the community would receive grant approval in January 2025. Director Brickweg requested WSDM submit the air quality burn permit. Director Brickweg also requested WSDM to post information on the Metro District website notifying property owners they may be eligible for an insurance discount since the District is a certified Firewise Community. Director Brickweg advised they removed a tree in the Douglas County right-of-way.

C. Parks and Open Space Committee – Director Ostrowski reported the final draft has been sent to Jeff Wood for final review and should be completed next week.

D. Communications Committee – Director Ostrowski reported that he is in communication with the SIPPA portal technicians to get the Microsoft licenses that expire next March transferred to Tech Detail and that the cost should not be affected.

E. Independence Day Committee – Director Warren advised he would like for another Director to begin undertaking the planning of the event since he is not running for re-election.

F. Public Roads Committee- Mr. Ridenour advised that the county put up a speed sign by Red Rock and Perry Park near the country club, which will remain for the time being. Mr. Ridenour advised the county is agreeable to moving the sign if needed.

## 6. FINANCIAL MATTERS:

A. Review and consider acceptance of November 30, 2024, Unaudited Financial Status. Mr. Noel presented the financial status as of November 30,2024 and advised that the projected revenue for the year has been collected. Mr. Noel advised the insurance renewal expense will be slightly over the budget projection, and that the District has only used 23% of the funds allotted for legal expenses. Mr. Noel summed up by reporting that the District's overall expenditures are at 39% of funds budgeted for the year. Director Brickweg advised there should be an amount for the post office expense because he charged the amount on the District's credit card. Discussion was had regarding underbudgeting the expense for district management expenses. The Board requested WSDM to itemize the hours and task details in their invoices. Ms. Harris stated she would review the request and discuss with the Board. After review, Director Arthurs moved to approve the November 30, 2024 Unaudited Financial Status, seconded by Director Brickweg. Motion passed unanimously.

B. Review and approval Payables through December 12, 2024. Mr. Noel noted an additional invoice

not included in the payables packet from CEGR Law. The Board discussed the purpose of the invoice for legal counsel. After discussion, Director Arthurs moved to approve December 12, 2024 Payables, seconded by Director Warren. Motion passed unanimously.

- C. Conduct a Public Hearing on the 2025 Budget Adoption: President Hill moved to open the public hearing at 6:58 p.m., seconded by Director Warren. Motion passed unanimously.
- i. Consider adoption of 2025 Budget Resolution and Certifying Mill Levies: President Hill reported the District is over-budgeted, but the budget allows them to replace necessary items in the park. The Board also discussed the cost of fire mitigation and that if the grant is awarded, the District would be reimbursed for half of the cost. Ms. Harris advised the new state legislation lowered the threshold of the TABOR limit. She also noted that since the Board temporarily lowered the mill levy, they cannot resume the original percentage unless there is a TABOR election to waive earning the revenue. Ms. Harris advised the Board against holding a TABOR election as it could cost up to \$40,000. Mr. Noel clarified that the budget resolution will increase the mill levy from the temporary reduction, but not to the full amount. Mr. Worley contended the necessity of compliance with the new state legislation. Mr. Noel advised the Board that the mill levy must be certified by December 15<sup>th</sup> regardless of whether the new legislation is contested. The Board discussed that the purpose of the transfer to the Reserve fund was not for annual expenses, but for replacement projects. Director Brickweg moved to close the Public Hearing, seconded by President Hill. Motion passed unanimously. Public hearing was closed at 7:25 p.m. After discussion, Director Brickweg moved to approve the adoption of 2025 Budget Resolution and Certifying Mill Levies as presented, seconded by Director Arthurs. Motion passed unanimously.

7. **MANAGEMENT MATTERS:** No update.

8. **LEGAL MATTERS:**

- A. Review and consider adoption of 2025 Annual Administrative Matters Resolution: Mr. Noel presented the 2025 Annual Administrative Resolution and advised it outlines the responsibilities between WSDM, the assessor, and legal counsel. After review, Director Warren moved to adopt the 2025 Annual Administrative Matters Resolution, seconded by Director Brickweg. Motion passed unanimously.
- B. Review and consider adoption of 2025 Regular Special District Election Resolution: Mr. Noel advised the resolution outlines the seats that are up for election. Mr. Noel further explains the resolution notates the specific details including choosing the location of election, deadlines for self-nominations, and that permission is given to the DEO to cancel the election if there are less self-nominations than there are Board seats available. After review, the Board moved to adopt the 2025 Regular Special District Election Resolution. Motion passed unanimously.
- C. Review and consider adoption of the 2025 Meeting Resolution: Mr. Noel presented the meeting resolution and advised it entailed Board meeting requirements and that the meetings are set for the second Tuesday of each month at 6 p.m. After review, Director Warren moved to adopt the 2025 Meeting Resolution as presented, seconded by Director Brickweg. Motion passed unanimously.
- D. Review and consider adoption of WSDM Engagement Letter: Mr. Noel presented the Engagement Letter and noted that the fees have not changed, and the letter outlines WSDM's and legal counsels contractual obligations and duties. The letter also lists WSDM's services that are available. Discussion was had about adding verbiage regarding the Metro District being able to terminate services with a 30-day notice and automatic renewal of services. After review, Director

Warren moved to adopt the WSDM Engagement Letter as presented, seconded by President Hill. Director Brickweg opposed the motion. Motion passed by majority.

9. **NEW BUSINESS:** Director Arthurs advised she will not be at the January meeting.
10. **OLD BUSINESS:**
  - A. Tract K Discussion: Director Warren reported several items regarding the donation documents for Tract K, including being unaware of roads within this tract, the value placed on the IRS form, restrictions on properties, closing costs, title defects affecting the transfer, and that the Perry Park Community Fund intends to transfer the tract to the Metro District due to the dissolution of the Community Fund and the Community Funds's lack of insurance. The Board discussed transferring Tract K by December 31<sup>st</sup> to avoid having to file taxes for the Community Fund in 2025. After discussion, Director Warren moved to accept the donation with the provision of the approval by legal counsel and with legal counsel's editions. Motion seconded by President Hill. Motion passed unanimously.
11. **ADJOURNMENT:** Director Brickweg moved to adjourn the meeting, seconded by President Hill. Motion passed unanimously Meeting was adjourned at 7:49 p.m.
  - A. Annual meeting for Perry Park Community Fund 501(c)(3) to be held immediately following the Metro District Board Meeting.
12. The next regularly scheduled meeting: Director Warren motioned that the next meeting will be held January 16, 2025, at 6:00 p.m. seconded by President Hill. Motion passed unanimously.

Respectfully Submitted,

---

By: Recording Secretary



*Page intentionally left blank*



# Perry Park Metropolitan District

PAYMENT REQUEST

1/16/2025

## GENERAL FUND ACCOUNT

Company	Invoice	Date	Amount	Comments
Darren Hill	011625DH	1/16/2025	\$ 92.35	
Joseph Brickweg	011625JB	1/16/2025	\$ 92.35	
Steven Ostrowski	011625SO	1/16/2025	\$ 92.35	
Christian M Warren	011625CW	1/16/2025	\$ 92.35	
Collins Cole Winn Ulmer	7014	12/11/2024	\$ 542.00	
Collins Cole Winn Ulmer	7098	1/8/2025	\$ 899.50	
Douglas County Clerk and Recorder	12112024	12/11/2024	\$ 25.00	voter list
Larkspur Outdoor Maintenance	2726	12/5/2024	\$ 486.25	
Larkspur Outdoor Maintenance	2727	12/5/2024	\$ 235.00	
Larkspur Outdoor Maintenance	2728	12/5/2024	\$ 247.50	
Larkspur Outdoor Maintenance	2729	12/5/2024	\$ 210.00	
Martin & Wood Water Consultants	28023	11/30/2024	\$ 57.50	
Parker Port-A-Potty, Inc.	1123002	12/30/2024	\$ 160.00	
Perry Park Water & Sanitation District	12262024	12/26/2024	\$ 150.00	Water tap fee app
WSDM District Managers	577	12/31/2024	\$ 3,030.00	
<b>TOTAL</b>			<b>\$ 6,412.15</b>	

\_\_\_\_\_, President

First Bank Checking Balance	\$ 30,594.67
Less this month's payables	\$ (6,412.15)
Bank Balance after payables	\$ 24,182.52