

Minutes of September 1, 2005 Meeting

Perry Park Metropolitan District
Board of Directors Meeting
September 1, 2005, 6:00 PM
Larkspur Fire Station

1. Meeting called to order by Mike Medberry at 6:00 PM.
2. Determination of Quorum. Mike, Larry Schlupp, Keith Worley, and Bob Owens were present. Mike noted that Dave was on an excused absence.
3. Minutes of August 15, 2005 meeting. There were no corrections suggested. Keith moved approval of the minutes as written. Larry seconded the motion and it passed unanimously.
4. Treasurer's Report
 - a. Discussion of statement. Larry reviewed the accounting firm's statement of the District's finances. There were no changes suggested.
 - b. Checks review. Larry presented the checks prepared for signature. Keith moved that all checks be approved and signed. Bob seconded the motion, and it passed unanimously.
 - c. Motion on credit card payments. Larry moved that the Board approve payment of the District's credit card bill in advance of the Board meeting each month there is a balance with a ratification of the payment to be held at the Board meeting following such payments. Keith seconded the motion. Larry explained that the credit card billing cycle makes it impossible to wait until the monthly Board meeting to sign the check without incurring a late fee in paying the bill. The motion passed unanimously.
 - d. Keith moved the Board ratify the payment of August's credit card bill. Larry seconded the motion, and it passed unanimously.
 - e. Larry noted that the accounting firm has submitted a draft budget for 2006. He moved the Board hold a budget workshop on October 1, 2005 at the Larkspur Fire Station. Keith seconded the motion, and it passed unanimously.
5. Wauconda Park update.
 - a. Status. Mark Swift was not present and had not sent an email report as of the meeting date. The status report sent in after the August Board meeting noted that Mark was trying to get clarification of exactly what the bidders were proposing to enable a fair contractor selection.
6. Transportation issues
 - a. Traffic signs. Carl Ruch reported that the signs on Red Rock Drive seem to be effective in keeping speeds down. He reported that there was a Sheriff's deputy on Red Rock Drive recently in the very early morning hours ticketing a speeder.
 - b. Community meeting for the 2nd Access Advisory Committee.
 - i. Resolution in support of Committee's recommendations. Mike read a proposed resolution expressing the Board's support for the Committee's recommendations. Bob moved acceptance of the resolution. Larry seconded the motion, and it passed unanimously. Mike and Bob signed the resolution.
 - ii. Refreshments. Keith moved that the Board authorize the expenditure not to exceed \$500 for refreshments for the meeting to be held at Larkspur Elementary School at 7 PM on September 21, 2005. Larry seconded the motion, and it passed unanimously.
 - iii. Partial reimbursement of Don Korinek. Mike noted that Don, the Committee's co-chair, had supplied pizzas, soft drinks, water, and desserts for eight of the 2nd Access Advisory Committee meetings. The cost of the food and drink was

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conservatively estimated at \$60 per meeting. Bob moved that the Board authorize reimbursing Don \$450 for the food and drink. Keith seconded the motion, and it passed unanimously. Larry moved that the Board authorize writing and signing of the reimbursement check to Don before the October Board meeting. Bob seconded the motion, and it passed unanimously.

iv. Recognition dinner for the 2nd Access Committee. Keith moved that the Board authorize an amount not to exceed \$1500 for a recognition dinner to thank the 2nd Access Committee for their efforts. Larry seconded the motion. In discussion it was agreed to hold the dinner at the Bear Dance club and to invite each Committee member to bring a guest with her or him. Bob recused himself from the vote since he is a Committee member. The motion passed with Mike, Keith, and Larry voting in favor and Bob abstaining. It was agreed unanimously to have a cash bar at the dinner.

7. Firewise Program.

- a. Grants. Keith reported the 2004 report has been submitted. Larry reported that our accountant has reconciled the grant expenditures with the appropriate budget categories. All of the 2004 Firewise grant financial work is now complete.
- b. Information Committee. Keith reported that the newcomers' packets are starting to be delivered to new residents.
- c. Fuel treatment areas. Keith reported that invoices have been received for treating the areas on Fox Circle and Apache. As yet Dave Hamling has not received concurrence of the property owner on Red Rock Drive to mitigate that property.
- d. Mulch pickup. Barbara Williams reported that the mulch pickup in August went well. There is one more pickup this year scheduled for Saturday, September 19 from 9 AM to noon, weather permitting.

8. Emergency preparedness planning

- a. Community Wildfire Protection Plan (CWPP) status. Larry reported the CWPP tasks are on schedule [see appended status report]. He also reported the draft plan is now posted on the Metro District's website, perrypark.org. He further reported that one of the appendices will be completed later when Bob takes the baseline pictures of the areas of the areas designated as fuel breaks in the CWPP. This will provide a basis for evaluating progress of this aspect of the plan from year to year.
- b. Information technology status. Bob reported that Mike has performed the migration of the Metro District website from Mike's home computer to Yahoo! hosting. Download performance is markedly better. The final report of the 2nd Access Committee will be posted on the website in the coming week. Bob further reported he has not yet installed pcAnywhere software on the District's server or the other computers that will be accessing the District server.

9. Old Business

- a. Weed program. Keith reported that the spraying will be done this fall.
- b. Gravel pit charges. Larry reported during the Treasurer's report that a check for \$621.60 had been written to Perry Park Water and Sanitation District to settle the final increment of charges for the gravel used for the new entrance ramp to Wauconda Park. The County and the Metro District had correlated their respective documentation on how much gravel was removed and had agreed on the amount. Mike will follow up with the Water and Sanitation District to ensure that they agree the Metro District has paid what is owed.
- c. DGKS re-admission to the Perry Park SUA. The Board noted the message from Tom Smith asking for the Board's support on his petition to re-admit the DGKS parcels to

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the SUA. Kieth moved that the Board support the re-admission when it comes before the County with the condition that the criteria listed below are agreed to. Larry seconded the motion, and it passed unanimously. See criteria below.

- i. Density no greater than one unit per acre;
- ii. Inclusion in the Metro District;
- iii. Before lots are built they must be wildfire mitigated to County standards; and
- iv. The second full-time access and emergency access routes to Perry Park must have been agreed upon by the County Commissioners.

10. New Business

- a. Records retention and storage. Larry and Bob had submitted lists by email listing documents in their possession. Keith said he had Firewise records. Mike said he had the mining report records. Keith reminded the Board members that the public library in Castle Rock has provided archiving services for records that no longer need to be actively maintained by the Board. Mike suggested that the members might consider storing certain records at a facility such as Iron Mountain. He volunteered to get more information about costs and conditions.

11. Other matters coming before the Board

- a. Larkspur meeting on Emergency Services access to areas west of the railroad tracks. Larry reported on the meeting held on August 25. Several options were discussed of avoiding waiting for a train to pass. They included an underpass at one of two or three locations, an overpass, and a fire station west of the tracks. Both Larry and Bob attended the meeting and will be notified of the next meeting.

12. Adjourn. Keith moved adjournment. Larry seconded the motion, and it passed unanimously at 6:54 PM.

Respectfully submitted,
Paul R. Owens
Secretary

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SUMMARY REPORT

PERRY PARK COMMUNITY WILDFIRE PROTECTION PLAN

Prepared for the Perry Park Metropolitan District Meeting of [September 1, 2005](#)

By: Larry J. Schlupp

The Perry Park Community Wildfire Protection Plan *DRAFT* document was completed August 23, 2005. Bob Owens transferred the *DRAFT* Word document to Adobe PDF format on August 24, 2005 and Mike Medberry placed the PDF formatted *DRAFT* on the PPMD website on August 28. An announcement article was written for the September edition of the [Sentinel](#) indicating to the general public that the CWPP *DRAFT* is on the PPMD website.

The next key events for the CWPP is the close of the *DRAFT* review period on September 28, followed a final stakeholders meeting (LFPD Station 161, September 29 at 3:00 PM) and final publication during the first week of October.

<u>OUTLINE OF CWPP</u>	<u>STATUS ...as 8.29.05</u>
<ul style="list-style-type: none"> • Foreword, <i>Introduction and Acknowledgements</i> • Chapter 1, <i>Executive Summary</i> • Chapter 2, <i>Goals, Plan Components and Ongoing Maintenance of Plan</i> • Chapter 3, <i>Background and History</i> • Chapter 4, <i>Wildfire Hazard Assessment</i> • Chapter 5, <i>Services Infrastructure, Wildland Fire Response</i> • Chapter 6, <i>Public Notification, Communication and Support</i> • CWPP Appendices 	<p>Draft complete 8.23.05</p> <p>Draft complete 8.23.05</p> <p>Draft complete 8.23.05</p> <p>Draft complete 8.23.05</p> <p>Draft complete 8.23.05</p> <p>Draft complete 8.23.05</p> <p>Draft complete 8.23.05</p> <p>A. <i>Healthy Forest Restoration Act ...</i> Draft completed 8.23.05</p> <p>B. <i>Colorado State Minimum Standards of CWPP ...</i> Draft completed 8.23.05</p> <p>C. <i>Firewise Household Tips and Property Mitigation and Protection ...</i> Draft completed 8.23.05</p> <p>D. <i>Fire Hazard Classes and Fuel Models ...</i> Draft completed 8.23.05</p> <p>E. <i>2005 USPS Mitigation Impacting Perry Park</i> Draft completed 8.23.05</p> <p>F. <i>Perry Park Metropolitan District Communications Plan ...</i> Draft completed 8.23.05</p> <p>G. <i>Perry Park Metropolitan District Services & Benefits ...</i> Draft completed 8.23.05</p> <p>H. <i>Common Terms (National Fire Danger Rating System) ...</i> Draft completed 8.23.05</p> <p>I. <i>Mutual Aid Response Time and Equipment Resources ...</i> Draft completed 8.23.05</p> <p>J. <i>Mitigation Area Descriptions and Baseline Data and Photographs...</i>This appendix added in August. Mitigation Area Descriptions will be in draft but baseline photos of proposed mitigation areas will not be in the draft but included in the final Perry Park CWPP document.</p>

Individuals Active in Sub Committees:

- *Fire Site and Mitigation Sub-Committee*: Randy Johnson, Keith Worley, Dave Hamling, Bob Owens and Larry Schlupp
- *Communications and Information Sub-committee*: Bob Owens, Mike Medberry and Larry Schlupp
- *Response Sub-Committee*: John Brogan