



MINUTES

Perry Park Metropolitan District

Board of Directors Meeting

Date: February 9, 2017

Location: Perry Park Country Club

1. Meeting Call to Order

The meeting was called to order by Board Vice President, Randal Johnson, at 6:00 p.m.

2. Determination of Quorum

Board members in attendance were Randy Johnson, and Derek Meredith.

3. Chris Korinke resignation acknowledgement

We wanted to thank Chris for everything he has done and for staying on and getting us through this process.

4. DC Sheriff's report – local crime and cannabis grow operations update

Sergeant, Derek Trujillo from the Douglas County Sheriff's office and is in the Impact Department Narcotics/Vice Division for all cities in Douglas County.

The Sergeant wanted to update us from when he was here 2 years ago. They continue their efforts on the Marijuana grow houses. They continue to push this issue and to change the ordinances to work for us. Randy asked what we can do to support the department and the commissioners, etc. The best thing we can do is observe and get the information to the tip line (303-660-7579). The things to make note of would be the dates, times of the day, the activities taking place and if there is an odor. If these tips are verified then they can get a subpoena, etc.

There have been some changes and the 18th Judicial District will no longer co-mingle w/Federal Unit. We need to go through all the steps which is a longer process and grow houses move on or the steps to get things done have multiplied. We are looking more at the organizational take-downs instead of individual houses, which will hopefully shake these down. The ordinance is helpful for obtaining a warrant but we can't dismantle the house under this ordinance. Changes from the August Commissioners meeting with the allowance of plants per home if you have prescription paperwork. The new rule is 12 plants max per house (down from 12 per person) and it must be contained 1,000 cubic ft. If you lease the house – must be notarized as such in the lease. Since 2014 we have seen 168% growth from complaints. This is a whole industry and sub industry of processing. We are focusing on the Cartel from Miami (not the actual Cartel) its investors – pure cash and profit system.

A resident asked about the Knock & Talk Process – these all go to a supervisor (ask to look around) check against records to see if we are investigating. If we have a lot of these K&T then we will move on the investigation. If the house is in compliance then we will talk to them, ask questions and partner with them to make a good rapport so we can keep checking it out. Since the ordinance there haven't been too many here in Larkspur, if any.

Valerie asked about a community watch process- he said not much as he doesn't want to expose us. Possible with Fire wise Project – he will talk with Chief Johnson to get that looked at. Said we could talk to Steve Cornelius at Sheriff's office.

5. Approval of Minutes from December 2016 BOD meeting

Minutes of the December meeting were reviewed. Derek motioned to approve the minutes and Randy seconded, followed by a vote to approve the minutes.

Edits/changes: Couple of notes/redlines accepted will update minutes and have them posted. See Motions Chart attached.

6. Seat new BOD Members

a. Approve appointment of new BOD members

Motion to approve the appointments of Valerie Durringer, Vanessa Dao and Stacie Sneider to the PPMD BOD to fill the 3 vacant positions due to resignations. See Motions Chart attached

b. Administer the Oath of Office to new BOD members

Motion for Valerie Durringer, Vanessa Dao and Stacie Sneider to fulfill the remainder of the current position term. Vote Taken – so moved. See Motions Chart attached

7. Election of new BOD officers

a. Call for Nominations

New members, Valerie Durringer, Vanessa Dao and Stacie Sneider each took a turn reading the acceptance/acclamation and signed the document to fill the three vacant PPMD BOD positions due to resignations.

b. Vote or acceptance by acclamation

Began with a motion to perform the Election of Board Officers.

Derek moved for a vote to Randy Johnson for President, Stacie seconded. Randy moved to vote Derek Meredith to Vice President, Stacie seconded. Derek motions to make Vanessa Dao the Treasurer, Stacie seconded. Stacie moved to make Valerie Durringer the Secretary, Derek seconded. Valerie so moved to nominate Stacie as the Assistant Vice President, Randy seconded. Vote - all in favor, so moved. See Motions Chart attached.

8. Additions or modifications to the Agenda

Derek motioned that we adopt a system where all resolutions/motions going forward will accompany the minutes with a chart labeling them as M for Motion or R for Resolution and then the date as 2017-02-09 (01/02/03, etc.) Stacie made a note of how many are needed? Derek said that most meetings won't have as many as this meeting as this one has more due to the BOD changes and updates. Stacie seconded the motion, all in favor, motion passed.

9. Comments from Members of the Audience

a. Three minute time limit per person – BOD will take all comments under advisement

None

10. Treasurer's Report

Kristelle Moore reviewed the treasurer's report for the past 2 month's stating that the District started the month since the last BOD meeting on December 1, 2016 with \$428,377.96 in various cash accounts, and ended the month with \$427,968.47. The disbursements for operating expenses totaling \$5,474.52 were approved. Derek motioned and Stacie seconded a motion to approve the disbursements. Motion passed.

Other Financial Matters:

Audit Exemption moving forward and we will work with Schilling to complete.

Possible audit in 2018

11. Old Business:

a. Proposed PPMD fire line/pathway project

i. Status of project

Randy proposes a motion to eliminate all proposed PPMD fire line/pathway projects on trial easements across private property from further consideration by the BOD. To place a hold on actions to implement any fire line/pathway until further analysis by the BOD and presentation of findings at a public meeting where we can receive input from residents. Derek seconded the motion.

Randy apologized that we didn't follow a guide or list to the community regarding this project ahead of time. Resident, Dave Nakhjovani –of Wauconda Drive spoke and said he applauded us for pulling this project. He also asked if there was money set aside for this project in the budget and if so, would those monies be realigned? Derek said that yes, there were numbers from the October budget and we will need to go back and re-distribute these numbers. All in favor, motion passed. See Motions Chart attached.

ii. Discuss issues regarding open space and use of trail easements

Derek put together a list of Easements to take to legal to verify the legality of trails going across properties. CC&C said this board does not have the authority of these easements and that it must go through the County. If it affects an easement that the PPMD owns then you have to bring it to the board. Valerie asked if we need to go back over the years to check if this has been done and Derek said everything he looked at had gone through the County process.

12. New Business:

a. Designation of posting location for 2017 PPMD BOD meetings.

Derek motion to approve acceptance of the resolution designating the location to post PPMD Board Meeting notices. Valerie seconded the motion – motion approved. Motion to have the president sign the resolution. Sign and stamped. See Motions Chart attached 11.b

b. 4th of July celebration

Motion to engage all the contractors for this event. Get them scheduled as we need to give a commitment to orchestra and fireworks. Derek motions to change language of process to including – Stacie seconded the motion. Valerie asked if we are required to go out to bid – No, not if it's less than 60K. After discussion the motion was approved. Stacie can make or initiate calls to get items scheduled and then she will pass to the committee.

c. PPWSD Wauconda Park bridge Projects

Randy was approached by the PPW&SD to approve the construction of a pedestrian bridge at Wauconda Park. Currently there is a bridge at Wauconda Park and other side of that is the weir that if there is a lot of water it gets very wet and sappy on the other side of the bridge which can be dangerous. PPWSD would like to add a bridge. When we approve acceptance, after they build we will maintain, they will provide a Certificate of Insurance. Current bridge crosses the creek and this new one will cross the wet patch. What is the timeline? Motion approved. Board would all like to see the area. See Motions Chart attached 11.c

d. Establish new PPMD BOD volunteer advisory committees

Derek motioned that each committee have a board member to assist these groups. Helps build community involvement. As these committee's are formed – how are we communicating to residents, email blast/website/sentinel. Valerie will get the language out to post (need to do this before the next meeting). Valerie and Stacie seconded the motion – all in favor, motion carried. See Motions Chart attached 11.d

e. Retain Keith Worley as a Land Management Consultant for the Perry park Metropolitan District for 2017

Derek motioned (See Motions Chart attached 11.e) to authorize retaining Keith Worley for this management consultant 2017. (Resume included with minutes) Expanding Keith's role – we asked him for a quote. Keith will devise a proposal for each line item including a budget. Need a board member on the Firewise committee to help understand these. Need a board member to attend the February 23rd meeting- planning efforts and moving forward. Vanessa and Stacie seconded the motion, all in favor - motion approved.

f. Mitigation grant program authorization for 2017

See Motions Chart attached 11.f

Need to get program in motion. We have the whole program in place; mitigation assessment then application then Keith does a follow-up inspection. Discussion on a program for the undeveloped lots as well. All in favor-motion passed.

g. Mothers Group Easter Egg Hunt Donation Request

Sarah Bretz, Larkspur Social Committee/Mom's Group was present asking for the yearly donation of \$800.00 towards the Easter Egg Hunt being held on April 8, 2017. The committee stuffs 5,000 eggs with candy and misc. treats as well as providing drinks and snacks during the event. Sarah said that 70% of the mom's group is from Perry Park and balance is from properties near the elementary school. Fire Department brings the Easter Bunny, etc. Committee asked for a general list of expenditures and receipts to attach to our donation. Derek motioned to authorize \$800.00, Valerie seconded the motion, motion passed. See Motions Chart attached 11.g

h. LES PTO Boot Scooting Boogie Donation Request

Larkspur Elementary School is requesting a donation to their fundraiser "Boot Scootin Boogie", no representative here to present or for to ask further questions. Valerie thinks this is a great opportunity for us as a board to be a part of this and incorporating younger residents and the community. More questions arose of "What the PTO does with the funding", "What are the numbers?" "Does it benefit the PPMD community, if so, ok for district monies. Derek motioned to defer the motion and table this issue until we can have a representative here and can have further discussion on what the board donates to and what are the rules. Stacie seconded the motion, motion passed. See Motions Chart attached 11.h

i. Geocache on PPMD property

Motion to prohibit establishing Geocache on PPMD property – table until next meeting for further discussion and understanding and hopes of having someone here to explain the process so we can make a determination and best interest of the residents of Perry Park.

Other?

Nothing additional.

13. Adjournment

No further matters to come before the board, Derek moved, and Valerie seconded, a motion to adjourn the meeting. The motion was passed and the meeting was adjourned at 8:26 p.m.

Submitted by Kristelle Moore 3/7/2017

Resolutions:

Agenda Item	Resolution #	Resolution	Passed Y/N
11-a.	R2017-02-09_01	PER CCC - RESOLUTION DESIGNATING LOCATION TO POST MEETING NOTICE (SEE ATTACHED)	Y

Motions:

Agenda Item	Motion #	Motion	Passed Y/N
5.	M2017-02-09_01	Motion to approve the Minutes of the December 2016 PPMD BOD meeting (as presented or as corrected) .	Y
6-a.	M2017-02-09_02	Motion to approve the appointment of Vanessa Dao, Valerie Duringer, & Stacie Sneider to the PPMD BOD on this 9 th day of February, 2017 to fulfill the three vacant PPMD BOD positions created by resignation.	Y
7.	M2017-02-09_03	Motion to conduct the Election of Board Officers.	Y
9.	M2017-02-09_04	Motion to approve the Treasurer’s Report for 02-09-2017 PPMD BOD meeting. (as presented or as corrected)	Y
10-a.	M2017-02-09_05	Motion to eliminate all proposed PPMD fireline/pathway projects on trail easements across private property from further consideration by the BOD. To place a hold on actions to implement any fireline or pathway features on PPMD owned property until further analysis by the BOD and a presentation of findings at a public meeting where input and direction will be sought from PPMD residents.	Y
11-a.	Resolution	(See Below)	
11-b.	M2017-02-09_06	Motion to initiate the process, excluding any verbal or written contract adoption, to: <ul style="list-style-type: none"> •Engage J & M Displays, Inc. fireworks company for 4th of July fireworks display •Engage the Denver Orchestra for the 4th of July celebration •Engage a vender for after 4th of July parade ice cream provision 	Y Change to including *If Fire ban is in place the board determines moving forward
11-c.	M2017-02-09_07	Motion to approve the construction of a pedestrian bridge in Wauconda Park by the Perry Park Water and Sanitation District (PPWSD) as submitted to the Perry Park Metropolitan District (PPMD) dated 01/30/2017 including; plan sheets by TST Infrastructure, LLC dated 09/2016 and 12/2016, herein referred to as “The Project” and as per the “Terms and Conditions for The Project” as developed by the PPMD and as attached to and as a part of this motion. (See Below)	Y Board would like to see the area.

11-d.	M2017-02-09_08	Motion to create additional volunteer advisory committees and establish operational guidelines for all volunteer advisory committees. All volunteer advisory committees, including existing committees, shall be formed, dissolved and function at the discretion of the Perry Park Metropolitan District (PPMD) Board of Directors (BOD). The PPMD BOD shall direct the scope, actions, membership, meetings, reporting and other matters regarding all volunteer advisory committees as the BOD sees fit. Additional committees will be; the Parks and Open Space Committee, the Community Safety Committee, and the Social Events Committee. Other volunteer advisory committees may be considered in the future.	Y
11-e.	M2017-02-09_09	Motion to authorize retaining Keith Worley as a Land Management Consultant (LMC) for the Perry Park Metropolitan District (PPMD) for 2017. LMC hourly rates and fees shall be submitted for approval or negotiation to the Board of Directors (BOD) of the PPMD for the duties of the LMC as authorized within "Scope of Services and Duties for PPMD Contracted LMC" as developed by the PPMD and as attached to and as a part of this motion. In addition, to authorize PPMD expenditure of payments for the LMC work which shall be applied to the budget line items being managed by the LMC as appropriate. (See Below)	Y
11-f.	M2017-02-09_10	Motion to authorize the expenditure of funds from the Firewise Project PPMD Homeowner Grants budget line item to implement the Perry Park Metropolitan District Firewise Homeowner Mitigation Grant Program in an amount not to exceed \$25,000.00 for 2017.	Y Program for undeveloped lots?
11-g.	M2017-02-09_11	Motion to authorize an expenditure of funds from the Seasonal Activities budget line item for a donation of \$800.00 to the Larkspur Mothers Group for the annual Children's Easter Egg Hunt and to authorize that the event can be held in the "Big D" open space.	Make check payable to Sarah Bretz – present at next meeting or mail
11-h.	M2017-02-09_12	Motion to authorize an expenditure of funds from the Seasonal Activities budget line item for a donation of \$0 to the Larkspur Elementary School PTO in support of the Boot Scooting Boogie fund raiser for the PTO.	Table the issue Establish Criteria
11-i.	M2017-02-09_13	Motion to prohibit establishing geocaches on Perry Park Metropolitan District Property.	Table until next meeting
12	M2017-02-09_14	Motion for adjournment of the meeting.	Y

Attachment to PPMD Motion M2017-02-09_07:

Terms and Conditions for The Project:

1. The PPWSD shall provide written acceptance of these Terms and Conditions prior to initiation of The Project upon PPMD property.
2. The Project shall be executed at the sole cost and at the sole direction of the PPWSD.
3. PPWSD shall provide a certificate of liability insurance at a minimum coverage of \$1,000,000.00 and with the PPMD listed as an additional insured prior to the initiation of any work upon PPMD property for The Project.
4. The Project shall include all project related cleanup and repair of any damage to PPMD property as a result of The Project, at no cost to the PPMD.
5. The President of the PPMD Board of Directors or PPMD Board Member as Designated, shall act as the Project Manager for the interests of the PPMD regarding The Project.
6. The PPMD Project Manager is authorized by the PPMD to negotiate and accept for the PPMD any additional terms, conditions or alteration of plans, not involving any costs or encumbrances to the PPMD, which may be necessary to facilitate The Project.
7. The PPWSD shall designate a Project Manager for The Project which shall be the point of contact for the PPMD and is authorized by the PPWSD to negotiate and accept for the PPWSD any additional terms, conditions or alteration of plans which may be necessary to facilitate The Project.
8. The PPWSD shall provide a schedule for The Project, including the start and finish dates, which is acceptable to the PPMD Project Manager prior to any work being initiated on PPMD property for The Project.
9. The PPWSD shall provide and maintain in place, measures to ensure the safety of the public for the duration of The Project, as approved by the PPMD Project Manager.
10. The PPWSD shall submit for approval by the PPMD Project Manager, any proposed changes to construction materials, methods of construction, and the construction schedule as originally accepted by the PPMD.
11. The Project shall be considered complete upon acceptance of The Project by the PPMD Project Manager.
12. The PPMD shall assume maintenance of The Project upon acceptance of The Project.
13. The PPWSD shall cover the costs of any and all repairs for The Project resulting from defective workmanship or defective materials for a period of one year from the date of acceptance of The Project by the PPMD.

Attachment to PPMD Motion M2017-02-09_09

Scope of Services and Duties for PPMD Contracted LMC:

1. Services and duties include and are authorized for 2017 by PPMD Motion M2017-02-09_09:
 - a. Monitoring, advisement, direction and management of fire mitigation and fire mitigation maintenance on PPMD properties as needed and as authorized by the PPMD.
 - b. Management, maintenance, and monitoring of planted trees on PPMD property along Red Rock Dr. at the entrance to Perry Park as needed and as authorized by the PPMD.
 - c. Observation and documentation of negative impacts from insects, disease, and other pests affecting woody, herbaceous and grass vegetation on PPMD owned property and to recommend and effect treatments as needed and as authorized by the PPMD.
 - d. Observation and documentation of noxious weeds on PPMD owned property and to recommend and effect treatments as needed and as authorized by the PPMD.
 - e. Observation and documentation of other landscape maintenance needs that may exist on PPMD owned property and to recommend and effect treatments as needed and authorized by the PPMD. This may include mowing, watering, erosion control, litter and trash removal, aquatic vegetation control, etc.
 - f. Managing bid process or negotiating agreements with contractors, as authorized by PPMD, to perform work as needed for the implementation of the above duties as authorized by the PPMD.
 - g. Perform other duties as may occur from time to time as needed and as authorized by the PPMD and upon agreement by the LMC.