

## Minutes of August 15, 2005 Meeting

Perry Park Metropolitan District  
Board of Directors Meeting  
August 15, 2005, 6:00 PM  
Larkspur Fire Station

1. Meeting called to order by Dave Hamling at 6:05 PM.
2. Determination of Quorum. Dave, Mike Medberry, Larry Schlupp, Keith Worley, and Bob Owens were present. Dave declared a quorum present.
3. Minutes of July 14, 2005 meeting. There were no corrections suggested. Mike moved approval of the minutes as written. Bob seconded the motion and it passed unanimously.
4. Treasurer's Report
  - a. Discussion of statement. Larry read from the accounting firm's statement of the District's finances. There were no changes suggested. There was discussion of budget line items versus actual expenditures. Dave made the point that for some line items the District's expenditure is over the budgeted amount, but what matters is that the District actual expenditures remain under the total amount budgeted. This the District is doing.
  - b. Checks review. Larry enumerated the checks prepared for signature. Mike moved that all checks be approved and signed. 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. Therefore there was no change in project status.
6. Firewise Program reports
  - a. 2004 grant paperwork. Keith reported the closeout report has been completed and will be submitted shortly for reimbursement. Keith supplied a copy of the report for inclusion in the District files.
  - b. 2005 grant funding. Keith reported that the District has been turned down on the grant request for funding this year. The mitigation of the project areas, the funding of the slash pickups, and grinding the slash into mulch will all be done with District funds.
  - c. Slash pickup status. Keith reported that the first slash pickup is about 80% complete. The rate the District is paying is \$145/hour for this pickup. With the rise in the price of oil, the next pickup may be more expensive on a per hour basis. The Board again thanked Dave Adams for his excellent support monitoring and assisting the contractors during the pickups.
  - d. Fuel treatment areas. Dave reported that the Red Rock Drive project area has not been done yet. There is a new owner of the property concerned who must be convinced that the mitigation is necessary and that this isn't a scam. The projects on Apache and Fox Circle are complete.
  - e. Information Committee. Danna Hamling reported that the newcomers' packets are ready for distribution and that the first ones have been distributed.
  - f. Upper Cheyenne road conditions. Randy Johnson, the LFPD fire marshal reported that the spring and summer rains have caused erosion on Upper Cheyenne. There are several washout areas. Keith suggested contacting Steve Dalke or Randy Keith of the County Roads Department to get informal permission to touch up the road surface. After some further discussion Mike moved that the Board authorize an amount not to exceed \$4000 to work with the County for tough up of erosion on

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upper Cheyenne with due diligence to get cost sharing with the County on this work. Keith seconded the motion and it passed unanimously. Keith agreed to contact Dalke.

- g. Mulch pickup. Barbara Williams reported the latest mulch pickup went well. There is still a lot of mulch for the future pickup dates.

### 7. Emergency Preparedness Planning

- a. Community Wildfire Protection Plan (CWPP) update. Larry Schlupp reported that the CWPP is on schedule. Prioritization of mitigation project areas is to take place the week of August 15<sup>th</sup>. The complete draft plan will be published in late August. It will be posted on the District website as well as distributed to the stakeholders. The plan will be finalized for the first year in the first week in October. He reported that Bob had agreed to take photos of the project areas for inclusion in the plan. These will be “before” photos and form a baseline to help evaluate the effectiveness of the projects.
- b. Information Technology. Bob reported that he now has copies of pcAnywhere software and will be installing it on the Metro District server in the Perry Park fire station, his computer, and John Matyjasik’s computer. One copy will be kept in reserve for the LFPD computer. Mike reported the migration of the Perry Park website from his computer to Yahoo! hosting would occur Thursday. This will enable either Bob or Mike to post the minutes, the CWPP, the Second Access Advisory Committee’s report, and other documents and notices. Larry asked if it would be possible to set up collection of comments from the public on the CWPP. Mike said he would set up a comment collection capability for the CWPP.

### 8. Transportation Issues

- a. Road Committee. Don Korinek and Darrel Roberts gave a preview of the presentation that will be given at the community meeting. The presentation was well received and there was discussion about whether the community meeting presentation should have the subcommittees’ chairs report for each subcommittee. It was decided that Don and/or Darrell should give the presentation and that a spokesperson for each subcommittee should form a panel along with Don and Darrell for the question and answer session. The Board further suggested that the meeting be run by a facilitator. Steve Charbineau’s name was suggested. Darrell agreed to arrange for a facilitator. The consensus was that the meeting should be held at Larkspur Elementary School on either September 19 or 21 at 7 PM. [Subsequently Dave sent out an announcement that the meeting will be on September 21, 2005 at 7 PM at Larkspur Elementary School.]

### 9. Old Business

- a. Weed program. Dave reported that McDonald will be spraying the roadsides along the unimproved roads.
- b. Gravel pit charges and mining permit. Dave reported that Dalke said his records show that 4000 tons of gravel were moved. This is an order of magnitude that agrees with Keith’s prior estimate. The amount will be translated into cubic yards and any adjustment to the money paid to Perry Park Water and Sanitation District, the gravel pit owner, will be paid. Mike reported that the map of the gravel pit with the disturbance area indicated was filed with the Colorado Division of Minerals and Geology. Their computer system now shows the District up to date for reporting.
- c. Future meeting location. After some discussion, it was agreed that future Metro District Board of Directors meetings will be held at the Larkspur fire station. The normal meeting day and time will be the first Thursday of the month at 6 PM. However, in December the meeting will be on Monday, December 5, 2005.

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- d. Inclusion Election. Dave Distributed the following documents: a copy of a signed District Court order for the inclusion election; a copy of an article to be published in the *Perry Park Sentinel*; a copy of “Perry Park District – Services and Benefits”; a copy of the “Plan for the conduct of a Mail Ballot Election To Be Held October 4, 2005” compiled by our legal counsel, Collins, Cockrel, & Cole.
10. New Business
    - a. Hearing on Patrick parcel. Dave reported that the County Planning Commission will hold a rezoning hearing for Mike Patrick’s parcel on August 22, at 7 PM in the hearing room at 100 Third St. in Castle Rock. The rezoning hearing with the County Commissioners is scheduled for September 14 at 9 AM in the hearing room.
    - b. Conservation Trust Fund. Dave reported that the Conservation Trust Fund will base its funding of the District based on 1569 residents and 652 housing units. The Board found these figures close enough to accurate not to dispute them.
    - c. Location of Board records. Deferred to the September meeting.
    - d. Signs for the unimproved piece of Apache and the trailhead at Thunderbird. Bob reported receiving an email from a resident requesting a sign similar to the one at the entrance to the Park prohibiting camping, fires, and stating the property is private property. Bob said he agreed with the idea and thought that additionally a similar sign should be posted at the trailhead on Thunderbird. He said teenagers on several occasions have been camping in the red rock area, starting campfires, and leaving trash. After some discussion, Mike moved the Board authorize an amount not to exceed \$250 for two signs and hardware for mounting them. Bob seconded the motion and it passed unanimously. Keith suggested Bob contact Kent Freuh at Fast Signs to get the signs made.
  11. Other matters coming before the Board
    - a. None.
  12. Adjourn. Mike moved adjournment. Keith seconded the motion, and it passed unanimously at 9:30 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 August 15, 2005

By: Larry J. Schlupp

<b><u>OUTLINE OF CWPP</u></b>	<b><u>STATUS ...as of 7.12.05</u></b>
<ul style="list-style-type: none"> <li>• <b>Foreword, Introduction and Acknowledgements</b></li> <li>• <b>Chapter 1, Executive Summary</b></li> <li>• <b>Chapter 2, Goals, Plan Components and On-going Maintenance of Plan</b></li> <li>• <b>Chapter 3, Background and History</b></li> <li>• <b>Chapter 4, Wildfire Hazard Assessment</b></li> <li>• <b>Chapter 5, Services Infrastructure, Wildland Fire Response</b></li> <li>• <b>Chapter 6, Public Notification, Communication and Support</b></li> <li>• <b>CWPP Appendices</b></li> </ul>	<p>Draft complete</p> <p>This leading/introduction section will be written when all the other CWPP sections are completed.</p> <p>Draft complete</p> <p>Draft complete.</p> <p>Mitigation analysis 75% complete. Final prioritization of break and area treatment areas, costing and scheduling will be completed August 17, 2005. Mitigation areas will be labeled using a quadrant method from 2001 work and will contain sub-compartment, fire hazard and priority acknowledgement. Chapter 4 is 60% complete.</p> <p>Draft complete</p> <p>EPN (Reverse 911) methodology and authorizations received from Douglas County Communications Manager in early August.</p> <p>RAWs is currently under study and discussion by PPMD.</p> <p>Draft of Chapter 6 is complete.</p> <p>A brief article for the <i>Sentinel</i> is written and will appear in the September issue directing the public to the PPMD website for review of the DRAFT CWPP.</p> <p>A. <i>Healthy Forest Restoration Act</i> ...This appendix is 100% complete.</p> <p>B. <i>Colorado State Minimum Standards of CWPP</i> ...This appendix is 100% complete.</p> <p>C. <i>Firewise Household Tips and Property Mitigation and Protection</i> ...This appendix is 100% complete.</p> <p>D. <i>Fire Hazard Classes and Fuel Models</i> ... Colorado State fire hazard classes were added to this appendix in August. This appendix is 100% complete.</p> <p>E. <i>2005 USPS Mitigation Impacting Perry Park</i> ... This appendix is 100% complete.</p> <p>F. <i>Perry Park Metropolitan District Communications Plan</i> ...This appendix is complete with the exception of PPMD website updating and Reverse 911, both of which will be completed within a month.</p> <p>G. <i>Perry Park Metropolitan District Services &amp; Benefits</i> ... This appendix is 100% complete.</p> <p>H. <i>Common Terms (National Fire Danger Rating System)</i> ... This appendix is 100% complete.</p> <p>I. <i>Mutual Aid Response Time and Equipment Resources</i> ... This appendix is 100% complete.</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. Appendix is 60% complete.</p>

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The proposed schedule for the CWPP production was acknowledged at July 14, 2005 PPMD Board meeting. Draft completion is scheduled for August 26, 2005, and final publication is still on schedule for week of October 3, 2005.

### *CWPP Production and Updating Schedule*

- August 26: First *Draft* completed.
- August 27 or shortly thereafter: *Draft* is PDF-ed and placed on the PPMD website for Public perusal and comment. A brief article for the September *Sentinel* letting the public know that they can access the CWPP *Draft, for-comment*, on the Metro District's website.
- August 29: CDs with the PP CWPP will be mailed to the stakeholders ...because of the overall size, bit-wise speaking, sending this information out by email is simply not practical for those who have dial-up and for those who do not use compression software.
- August 29 through September 28: Period for stakeholders to review CWPP
- September 8: PPMD Board Meeting ...agenda items to be added: RAWs and other support systems the board may wish to consider.
- September 28, 29 or 30: Stakeholders meeting with two primary objectives: 1) Review their comments and suggest amendments for the final CWPP edit; 2) Establish a sensible timeline for assigning prioritized mitigation activities ...somewhere in my mind I am thinking that the full timeline period ought to be seven years in breadth.
- October 3 (week): Final edit, proofread and publication.
- October 10: Mail paper publications and/or CDs to stakeholders and "*those who may be concerned*" (Individual County Commissioners, National Firewise – APA, possibly a couple of reference libraries, etc.
- October 10: PDF and place final CWPP on Metro Website...add reference links.
- November ...brief *Sentinel* article to alert public that CWPP is considered active and on PPMD website.
- March or April, 2006: May want to have a public meeting to review 1) Fall, 2005 USFS mitigation in abutting Pike and 2) Brief on CWPP, focusing primarily on plans and associated timelines.
- October, 2006: PPMD orders CWPP Annual Performance Review
- November, 2006: Stakeholder meeting with Performance Review results, focusing on timeline and/or CWPP amending.
- April, 2007: Publish updated CWPP.

#### 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