



**Mission Statement of CPN Safety Task Force**

**“To keep the City of Castle Pines North a Safe Place to Live and Work  
for Every Resident of our Community”**

**SAFETY TASK FORCE**  
**MINUTES**

**Wednesday, September 10, 2008**

**3:00 to 5:00 PM**

**CPN Community Center, Yorkshire Drive**

**I. Call to Order/Pledge of Allegiance/Introductions**

- Call to order at 3:00pm.
- Pledge of Allegiance conducted
  
- Present:
  - i. Kim Hoffman
  - ii. Carol Langley
  - iii. Bill Porter
  - iv. Doug Hutchens
  - v. Jeff Anderson
  - vi. Marilyn Thompson
  - vii. Roger Addlesperger
  - viii. Patrick Dempsey
  - ix. Laurel Sjodin
  - x. Denise Downing

**II. Approval of Minutes of July 9, 2008 meeting**

- Minutes approved

**III. Discussion of Legal Opinion from City Attorney**

**(Carol Langley, Task Force Chair)**

- A. Response from City Attorney regarding STF inclusion in the city.**

- **no**
- **7/9/08 - Response still pending from City on liability of Safety Task Force**
- **6/11/08 - Minutes to be posted monthly on Sharepoint by City Clerk**
- **6/11/08 - Sunshine law and Open Meetings Act apply to our meetings**
- **6/11/08 - Legal opinion on STF members liability from City attorney (NO UPDATE)**

#### **IV. Reports from Task Force Sub-committees**

##### **A. Neighborhood Watch (USA on Watch)** **(Jeff Anderson)**

- 1. Schedule informational meeting with each HOA with representative from DCSO/Community Resources.**
  - **8/13/08 – Jeff met Hidden Pointe HOA on 7/14 and presented NW program.**
  - **7/9/08 - Jeff met with Ward1 for discussing the STF and also present high level NW program.**
  - **7/9/08 - Jeff waiting response from county community relations for their desire to meet with each HOA.**

**Update: Jeff has obtained HOA1 clubhouse for meetings for future block captain meetings: First Tuesday of month**

- 2. Organize program**
  - **In progress. City housing stats are known and block captain coverage is estimated. Existing block captains identified and contacted.**
  - **8/13/08 – second CPN Block Captain meeting cancelled due to key logistics. Jeff couldn't get down to building during business hours to pick up the key. Seeking other venue with HOA1 clubhouse.**
  - **7/9/08 - First CPN Block Captain meeting held with only one other person showing.**

- 3. Recruit Block Captains**
  - **In progress.**

- 4. Coordinate with DCSO Community Resources.**

- 1. 8/13/08 - Spoke with Deputy who agrees with me that the coverage for our entire town is too broad for a Deputy to attend meetings for**

- HOAs. I will have to cover with any assistance I receive. Deputy will come in when we have a larger organization to meet with Block Captains.**
- 2. 8/13/08 - Seeking recruits from HOA meetings but batting .000 for two meetings. No one has stepped forward to learn more from me.**
  - 3. 7/9/8 - First CPN meeting held end of June with one attendee. Recommended to add note to Connections newsletter July meeting..**
- 4. Recruit Block Captains**
  - 5. Attend meetings and monitor on-going program**

**Suggestions – Sandra Kipp library committee has been attending regular board meetings.**

**Forward article to Carol and Steve.**

#### **B. Project Lifesaver**

- 1. Video to promote program from DCSO**
  - No update.**
  - 7/9/08 - No Update.**
- 2. Take to all HOA meetings**
  - 7/9/08 - No Update.**

#### **C. Sex Offender Registry (Steve Konecny/Langley)**

- 1. Discussion of Sex Offender Registry and coordination with DC School District. Near bus stops where children wait?**
  - School district is checking list and bus stops.**
  - 7/9/08 - Steve seeking follow up action from school district.**
  - 6/11/08 - School district policy is to not do anything unless a citizen responds directly to them.**
  - 6/11/08 - Schools concern is citizens do not notify them.**
  - 6/11/08 - Steve will set up process to regularly review sex offender list and notify school district if offenders found in the City.**
  - 9/10/08 – Provide schools with update**

**D. Division of Wildlife (Dani Murphrey, Jeff Anderson)**

**1. Mission of this committee**

- **6/11/08 - This committee will assist in disseminating information and be a liaison between the community and the DOW.**

**2. Living safely with wildlife – information to residents from DOW, and on (CPN website).**

- **Rat issue appears to becoming a problem. Similar to issue 2 years ago but details are unknown. Not sure if they are rats or voles.**
- **Raccoons have attacked dogs recently with damage to both coon and dog**
- **6/11/08 - Recommend sticking with existing information that is available on DOW site and Douglas County (“DC”) emergency management pamphlet.**
- **9/10/08 - In progress**

**3. Organize meetings for residents, when necessary.**

- **7/9/08 – web form requests for contact have not yielded results. Jeff obtained contact data from Carol.**
- **6/11/08 Action – Jeff will get DOW input for preferred community meeting frequency**

**D. Organize Safety Task Force booth for CoC (BIP) events.**

- **Individual booth or combined? Events are 3<sup>rd</sup> Saturday of the month 8-noon.**
  - **Recommend table for all STF issues.**
  - **9/10/08 – Working on booth for Octoberfest, 10-4**

**E. Wildfire Mitigation/Fire Station & South Metro Fire (Bill Porter, Patrick Dempsey, Laurel Sjodin)**

**1. Attend meetings with Douglas County.**

- **Met with Barb and group. Will do research on grants.**
- **8/13/08 – Bill and Laurel met with State Forester, Metro District, Fire PR, et al. We need to develop a presentation for MD and City. Will not need City funds but MD had a lot of area to cover, perhaps**

- up to \$100K. State Forester will contact Denver Parks about the Gamble Oaks and Daniels Gate area due to stands of Oak growing through the connecting land.**
- **8/13/08 – the STF goal is to prepare and present the plan and continue education to citizens. STF will help educate HOAs.**
  - **8/13/08 – developing the presentation to completion may take 6 months.**
  - **7/9/08 – see Bill’s notes in previous meeting minutes.**
  - **7/9/08 - Bill has spoken with DC and learned we have to contact the State Forester and prepare our planning in accordance with their guidelines for grants.**
- 2. Pine Beetle and other infestations**
- **6/11/08 - Pine beetle RFP being prepared to send for response by exterminators. Bill will create and forward to HOA boards and residents.**
- 3. New Fire Station at CC-20**
- **8/13/08 – Bill anticipates selection of CC-20 as the location due to available information and research. The ambulance service will remain at the current site. Discussion was held on what we could/should do regarding dissenting opinion on this location. Timeline of original plan was discussed. Next step is to convince the Metro district board to cancel the project if it is to be stopped. City has not fully addressed the topic but the STF agrees that the City should review. Patrick Dempsey will attend city meeting tonight.**
  - **7/9/08 - Fire department wants to use CC-20 but decision is not final. Build out time is around a year. Paramedic unit in the current station is planning to move to the new station.**
  - **9/10/08 Ward 1 meeting last Monday. No decision made. Next meeting will be on Oct. 15, at 6:00 at So. Metro Fire. Decision will be made on that night.**
  - **Ward 2 meeting on Comm. Ctr., Sept. 25, 7 P.M.**
  - **Ward 2 and 3 don’t want firehouse because of noise. No consensus from council, so Metro will decide.**
  - **CPR Classes for residents.**
  - **9/10/08 – Trying to contact So. Metro Fire. Will contact Red Cross if residents willing. Low expectation for Red Cross because they are busy.**
  - **8/13/08 – due to cost, it is doubtful that south metro will buy in, but Bill will speak with them.**

- **7/9/08 – an individual will need certification to be the trainer for others trainees in the community. Bill to seek the training to be able to provide the training and ‘train the trainers.’ We plan on also offering babysitter training.**
- **6/11/08 – CPR training for babysitters is an option being considered, through Fire Department or Red Cross. Bill will cost these two options, time required and when available by the next meeting.**

**F. Emergency Management & Preparedness Issues (Carol Langley, Adam Contos, Jeff Anderson, Kerri Norris, Karen Johnson)**

- 1. Actions from meeting held June 10<sup>th</sup> with Director of Emergency Management with Douglas County.**
  - **Action – prepare a resolution to be presented to the City for adoption of the existing Douglas County Emergency Operation Plan (“EOP”). Erin Smith will create.**
    - **7/9/08 – COMPLETE**
  - **Action – prepare a City EOP (recommended to obtain a copy of Douglas County’s and edit for our locality).**
    - **7/9/08 – we will wait until the County EOP is complete and re-use.**
  - **Action – CERT class notification to us from OEM. We will notify the community and request volunteers. (Langley)**
    - **7/9/08 – still seeking volunteers to be emergency responders. Have requested details on the commitment required.**
  - **6/11/08 - Daniel’s Park renovation will have Sheriff’s sub-station.**
    - **8/13/08 – completion expected in a month.**
    - **7/9/08 – Daniel’s Park meeting will be held on 7/10 in community center.**
    - **Thursday, 9/11, 6-8 P.M. Disaster Planning, 2 members of Task Force will attend.**
  - **[www.dcsheriff.net/emergencymanagement](http://www.dcsheriff.net/emergencymanagement) for email/text notification of emergency alerts and warnings.**
  - **Emergency management booklet is also available online in pdf.**

- **Weather Alert Radios – get information out to residents.**
- 2. Emergency Wireless Alert Program.**
  - 8/13/08 no update
- 3. Emergency Evacuation Procedures for CPN**
  - 8/13/08 no update
- 4. Special Needs Registry for residents**
  - 8/13/08 no update
- 5. Reverse 911 Notification**
  - 8/13/08 no update
- 6. Emergency Preparedness Guides (EPG) for residents**
  - 8/13/08 no update
- 7. Emergency Supply Kit information for residents may be downloaded**
  - 6/11/08 - Can be downloaded from EPG from the DCSO website.

**G. School Safety Issues (Kerri Norris/Adams Contos)**

- 1. Crosswalk safety at Buffalo Ridge Elementary.**
  - **9/10/08 – New sidewalk is in. Crosswalk will be installed this week.**
  - **9/10/08 has spoken to new assistant principal.**
  - 8/13/08 – no update
- 2. Work with DCSO Community Resources on programs/events for schools (DARE program, etc)**
  - 8/13/08 – no update

**H. Neighborhood Safety, Street Safety and Maintenance, Traffic Safety, and HOA Safety Liaison Issues (Bill Porter, Patrick Dempsey, Adam Contos, Kerri Norris, Kim Hoffman).**

- **9/10/08 – Serena Dr. is too steep. Speeding is a problem in this community. Suggestion: striping instead of neckdown; traffic ticket; camera too expensive; bumps, dips are hazardous. Put DC on roads in next 4 months.**
- 8/13/08 – Kim presented a list generated that details responsible areas that are assigned to owners, e.g Douglas County.
- 7/9/08 - Douglas County rep April working with Bill.
- 7/9/08 - Discussion on email reports of issues with traffic at Monarch and the Parkway. The email will be forwarded to Alex

**Larson. The issue appears to be traffic violations and not lane configuration.**

- **7/9/08 - Jennifer and Bill met with county on Castle Pines planning and will be providing a report for all. A list of common safety issues has been compiled and will be sent to the County.**

**1. Attend individual HOA meetings to monitor safety issues in individual communities and report needs to Safety Task Force including the following:**

- **Street sweeping & road repairs/maintenance**
- **Sidewalk maintenance**
- **Park Safety Issues at:**
  - i. Coyote Ridge Park**
  - ii. Retreat Park**
  - iii. Daniels Gate Park**
- **Graffiti, Vandalism, Criminal Mischief, etc.**

**2. Street light maintenance with IREA & Excel**

**3. Signage**

**4. Traffic signals (location & operation)**

**5. Speed limits – talk with County engineers about reducing speed limit on CPP**

- **8/13/08 – speed limit on parkway held off until we have a courts system in place.**

**6. Roundabouts**

- **8/13/08 – Kim wants to discuss a round-about for CPP & Monarch**

**7. New traffic safety issues with CC-20, Daniels Park, & Lagae Development**

- **City is doing a traffic study of the Lagae/Parkway intersection**

**8. Safety Issues at CPP & Monarch Intersection**

**9/10/08 – Still a problem: Looking at ways to make intersection safer for pedestrians.**

**8/13/08 – further discussions have been held but no actions yet.**

- **7/9/08 – further discussion held on emails received.**

- **6/11/08 - Reviewed email from resident regarding stoplight at Monarch. Complaint about traffic danger for pedestrians. Have received other such complaints. Kim meeting with Douglas County traffic engineer. County is going to re-stripe for a first solution.**

**I. Law Enforcement Liaison – New City Contract (Brett Emmeluth, Steve Konecny, Havercroft, Gilbert)**

**1. Work with 2 city council members and DCSO on negotiating new City contract with Douglas County Sheriff's Office.**

**- 9/10/08 Update on status of contract negotiations.**

- 8/13/08 – continuing discussions.
- 7/9/08 – comments received from attorney but we cannot forward on until approval from attorney received.
- 7/9/08 - Crime stats are being compiled for review around August 4.
- 6/11/08 - Informal discussions with Sheriff's office are ongoing. Still waiting to hear from attorney on contract status. Jennifer will forward to Brett when received.

**J. Safety Issues with new developments (Jeff Anderson, Brett Emmeluth, Kerri Norris, Barb Saenger, Hoffman)**

**1. CC-20**

- 8/13/08 – traffic study should be conducted for this area.
- 7/9/08 – next meeting has not been set.

**2. Lagae Development**

**- 9/10/08 Discussion of safety issues with the Lagae Rd and CPP intersection during construction by Walgreens development.**

- 8/13/08 – no updates
- 7/9/08 - LaGae development is main ongoing event. Still waiting responses on that development.

**3. Daniels Park remodel**

**- 9/10/08 – Date for completion moved to 3/2009**

- 8/13/08 – no update
- 7/9/08 - Ongoing 3 year development with sheriff's department substation.

**K. Sledding Hill at CPP & Monarch (Need volunteer)**

**- 9/10/08 – Clarify who has the liability, Metro or CPN. Does Metro know that the sledding hill exists? Metro can put signage but not in right of**

**way. Ask Metro for funding for signs/barriers. Where is right of way?  
Doug will talk with Charlie Fagan at Metro District.**

- **8/13/08 – Doug meeting with Sam Bishop in the next few weeks. Initial discussion is to not go another season without some solution. STF wants Metro to do work as soon as possible with City’s approval. At a minimum, some signage should be used.**
  - **7/9/08 - Doug has volunteered to head this issue. Carol will turn over background. Doug will research the use of barricades by speaking with CH3MHill and the Metro district. The City’s liability is unknown regarding any action taken.**
- 1. Meeting with CPNMD on “Use at your own risk” signage**
  - 2. Research making the existing sledding hill as safe as possible.**
  - 3. Look at alternative sledding hill sites.**

**L. Community Safety Volunteer (CSV) Program with DCSO (Carol Langley)**

- 1. Send CSV Program information to all HOAs**
  - **8/13/08 – new academy for seniors coming up.**
  - **7/9/08 - 2008 Academy just graduated 17 new CSVs. Total of 47 in Douglas County. To date, 57,000 hours have been donated since 2006.**
  - **Goal is to recruit additional volunteers from CPN.**
  - **There are currently 2 CSVs from CPN.**
  - **Information going out to HOAs.**

**V. New Business**

- 1. 8/13/08 Items of Discussion**
  - **First Responder training with OEM-DCSO/County**
  - **CEPP Alert for residents during the DNC (DCSO Release)**
  - **Communication avenues for STF with City/residents**
    - Meeting with Council, HOA Boards, Metro Districts –**
    - Schedule initial meeting for August.....**

- **Vandalism/Criminal Mischief in HOA 2 (talk with Sheriff/Doug Gilbert)**
- **Proposed Traffic Code – City Council**
- **Weather Alert Radios – for homes, businesses, schools.**
- **Esperanza Sidewalk Completion**
- **City is negotiating contract for city management services.**
  - **Part of this will be creating new website/link for STF.**
- **Recruit additional volunteers to serve on STF.**
- **Budget for STF – to City Council**
  - **Printing costs, maps, meeting supplies, training**
- **Report at city council meeting monthly. Provide specific information on where support is needed from the City representatives.**

**VI. Meeting Dates for remainder of 2008 are 2<sup>nd</sup> Wednesday of each month from 3 to 5 pm at the Community Center on Yorkshire and CPP**

- **October 8**
- **November 12**
- **December 10**

**VII. Adjourn**

- **Meeting adjourned at 4:40PM.**