

Approved: 5-9-2018

**MINUTES OF THE CONTINUED REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
HIGH PRAIRIE FARMS METROPOLITAN DISTRICT
DOUGLAS COUNTY, COLORADO**

April 12, 2018

The Board of Directors of High Prairie Farms Metropolitan District, Douglas County, Colorado, met on Thursday, April 12, 2018, at the Pinery Water and Wastewater District, 5242 Old School House Road, Parker, Colorado. The meeting was called to order by Vice-President Irish at 8:03 AM.

The purpose of the meeting was stated to be consideration of any and all business that may come before the Board of Directors. Notice of the meeting was duly posted as required by law, as evidenced by the Certificates of Posting attached to these minutes.

The following Directors were present:

Richard R. Nelsen
Mert Wiechman
Sheldon Irish
Charles Simmons
Ines D'Ambrosio was late and arrived at 8:07 AM

Also present were:

Kevin Collins, of Clifton Larson Allen LLP (CLA), accountants for the District
Matt Urkoski, of Clifton Larson Allen LLP
Susan L. Elkins, of Susan L. Elkins, L.L.C., attorney for the District
Kenny Black, Manager of the District
Roger Christensen, Homeowner in the District

Disclosure of Potential Conflicts of Interest:

Each Director present stated for the record the fact of his potential conflicting interest and briefly described the nature of that interest by referring to a disclosure statement which had been duly filed with the Board and with the Colorado Secretary of State at least 72 hours earlier. Each Director's disclosure statement was available for review to the Board members and anyone present at the meeting. The Board ordered each such letters to be retained in the official records of the District. Since all Directors had conflicting interests, it was noted that all Directors participation was necessary to obtain a quorum and enable the body to act.

Approval of Minutes:

Each Director present acknowledged receipt of a copy of the minutes of the March 7, 2018 regular meeting. Following discussion and review, Director Irish MOVED and Director Wiechman SECONDED a motion to approve the minutes of the March 7, 2018 regular meeting as presented. Upon a roll call vote, Directors Nelsen, Irish, Weichman and Simmons voted "AYE." The motion was declared PASSED.

Ines D'Ambrosio joined the meeting at 8:07 AM and presided over the meeting.

Payment of Bills:

The disbursement schedule is for invoices currently due in the amount of \$73,955.03 and the payment of the directors' fees for the current meeting. Mr. Collins presented the Financial Statement as of March 31, 2018, and updated schedule of cash position as of April 12, 2018. Following discussion and review, Director Nelsen MOVED and Director Wiechman SECONDED a motion to accept the Financial Statement and updates schedule of cash position as of April 12, 2018 as presented and approve payment of the invoices currently due in the amount of \$73,955.03 and for the payment of the directors' fees for the April 12, 2018 regular meeting and the April 12, 2018 work session/tour. Upon a roll call vote, Directors Nelsen, Irish, Weichman, Simmons and D'Ambrosio voted "AYE." The motion was declared PASSED. The Financial Statement is attached to these minutes.

Old Business:

Security Coalition/S. Pinery Patrols: Director Irish attended the meeting of the Coalition in the absence of Director D'Ambrosio. He reported that the reports are not indicating any troubling activities. Director Irish raised questions to the Coalition membership regarding some of the billing accuracy and off duty patrol approach. He will investigate further and provide an update to the Board in the future.

School District Property: Director Simmons noted that there was nothing new to report and will continue to look for trees to transplant from the Developer or within the open space where thinning of trees would be appropriate.

Entryway Beautification: Director Irish reported that Mr. Gall was unable to attend and that the original landscaper has not returned his call and he is working with another landscaper and will report back.

Update on UD, DC and HPF IGA: Director Nelsen reported he and Ms. Elkins met with Rich Borchardt (UD) and Brad Robenstein (DC) and will be interviewing 2 engineering companies for the proposed design work for Timbers Creek on May 7, 2018. Director Nelsen will attend.

Jeremiah Larrabe Encroachment: Director Irish and Ms. Elkins reported that they met with the County and everyone is collaboratively working together to allow an exchange of

property so that the out building does not have to be torn down. The Board will look at the property and the encroachment during the upcoming tour scheduled for later in the day.

New Business:

GESC Permit: Ms. Elkins reported that the District finally received the GESC Permit from the County effective February 22, 2018.

2018 Election and Appointment of Election Official: Ms. Elkins indicated that the election is canceled and oaths of office will be administered immediately prior to the May 9, 2018 Board meeting.

Trails in Filing 27 and 30: The Board will look at the area during the tour.

Website Maintenance Proposal: Matt Urkoski presented a bid from Uncommon Solutions for upgrades, proactive monitoring and backups of the District Website for \$2,400 for one year. He urged the District to approve the bid so that this asset will be protected from hacking and viruses. Following discussion and review, Director Nelsen MOVED and Director D'Ambrosio SECONDED a motion to approve the bid from Uncommon Solutions for \$2,400 for one year of service. Upon a roll call vote, Directors Nelsen, Irish, Weichman, D'Ambrosio and Simmons voted "AYE." The motion was declared PASSED.

Damage to Open Space on Majestic Oak. Ms. Elkins reported that a homeowner in Misty Pines hired "Got Junk" to remove unwanted household goods and furnishing from their home and used the open space to gain access to the back of the property. The District agreed to help demand reclamation. Director D'Ambrosio spoke with the homeowner and will work with David Perkins to resolve the issue.

Tim Macke Request for Trees in Open Space. Ms. Elkins indicated that a homeowner, Tim Macke in Filing 27 wants to place some Ponderosa Pines in the open space behind his house as screening for his property. The Board was given a copy of his plan and a letter agreement to work with Mr. Black, to provide water, maintain, spray and remove any trees that may die. Ms. Elkins gave the Board a letter from Mr. Macke affirming his responsibilities and agreeing to the terms and further agreeing to notify the Filing 27 HOA so that any future homeowner would get notice of the agreement.

Safety and Loss Prevention Grants from the SDA Pool: Ms. Elkins gave the Board a notice from the SDA of 50% grants up to \$500 for safety and loss prevention equipment. Mr. Black was urged to submit any purchases meeting the criterion for the grant. Following discussion and review, Director Nelsen MOVED and Director Irish SECONDED a motion to approve the affirmative action of applying for the grant for safety and loss prevention equipment. Kenny Black was directed to prepare a list of work safety items to the Board for review and purchase authorization. Upon a roll call vote, Directors Nelsen, Irish, Weichman, D'Ambrosio and Simmons voted "AYE." The motion was declared PASSED.

Form Letter for Landscaping in Open Space or on District Property: Ms. Elkins provided the Board with a draft letter to be used when a homeowner wishes to request permission from the District to place landscaping and/or trees on District property. The Board approved the letter and believes it will work in conjunction with the District tree preservation program.

Manager's Report: Kenny Black reported as follows:

- Mr. Black reported that the fountain pump was not working properly as the height of the fountain was low. It appears that the filter is not functioning properly and becoming plugged up. It was the design of the company that sold the pump to the District. The District paid \$1,900 for the pump. The lights are working and a GPS was purchased.
- Will Travel Repair is trimming shrubs and raking the turf areas on District property.
- The kiddie swing is not yet up but the extension has been manufactured and installed to the swing set to allow the seats to be attached when they arrive.
- Two detention ponds have been cleaned out and as well as one at Majestic Oak. These will be looked at during the tour.

Other Business:

None

Adjournment:

There being no further business to come before the Board of Directors, the meeting was adjourned at 9:50 AM. The next meeting is scheduled for May 2, 2018 at 8:00 AM. It was a consensus that the May 2, 2018 meeting be continued to May 9, 2017 at 8:00AM at the Water District.

Richard R. Nelsen, Secretary

APPROVED:

Ines D'Ambrosio

Charles Simmons, III

Sheldon Irish

Merton Wiechman