

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

July 14, 2022

The Board of Directors of High Prairie Farms Metropolitan District, Douglas County, Colorado, met on Thursday, July 14, 2022, at the home of Roger Christensen, Board Member, 9140 Windhaven Drive, Parker, CO.

Richard R. Nelsen
Roger Christensen
Ashleigh Farrell
Steve Van Meter
Ines E. D'Ambrosio had an excused absence

Also present were:

Stephanie Odewumi of Clifton-Larson Allen LLP (CLA), Public Manager for the District
Nancy Bach of Clifton-Larson Allen LLP (CLA), Accountant for the District
Stephen L. Brown of Brown & Taylor, PC, Attorney for the District
Bob Gall, Timbers resident and President of HOA Filing 24
Roy and Colton Hardy, High Prairie Tree and Turf, Inc.

Matt Miller, Grounds Land Manager of the District was absent

Present by Zoom video screen with sound were: (none)

Disclosure of Potential Conflicts of Interest:

None of the Directors voiced any conflicts of interest with respect to any items listed on the agenda.

Approval of Minutes: Each Director acknowledged receipt of a copy of the minutes of the May 5, 2022, regular meeting. Following discussion and review, Director Nelsen MOVED, and Director Christensen SECONDED a motion to approve the minutes of the May 5, 2022 meeting, as presented. Upon a roll call vote, Directors Nelsen, Van Meter, D'Ambrosio, Farrell, and Christensen voted "AYE". The motion was declared PASSED.

Payment of Bills: Ms. Bach reviewed the Financial Statement and Schedule of Cash Position updated as of July 14, 2022, and payment of claims on the disbursement schedule with the Board and answered any questions. She mentioned that the expenses are in line with the YTD budget. The disbursement schedule is for invoices currently due in the amount \$75,328.14 (\$47,681.39 for May and \$27,646.75 for June), and the payment of the directors' fees for the current meeting. Following discussion and review, Director Christensen MOVED and Director Farrell SECONDED a motion to accept the Financial Statement and updated Schedule of Cash Position and Statement of Revenues, Expenditures and Change in Net Position as presented and to approve payment of the invoices currently due in the amount of \$75,328.14, and for the payment of the directors' fees for the current meeting. Upon a roll call vote, Directors Nelsen, Christensen, Van Meter, Farrell, and D'Ambrosio voted "AYE." The motion was declared PASSED.

Old Business:

Traffic Patrols: Director Nelsen reported that in speaking to Sheldon Irish, that there are no invoices for the last two months and no patrols occurred.

Timbers Creek: Director Nelsen stated that Ashleigh Quillen at DHM Design gave a positive assessment of past work in Timbers Creek, stating that everything is in good shape and showing good vegetation. Water usage may be able to decrease, and she will partner with Mr. Miller on that plan. The two access roads from Pinery to the creek and all the grass has come back well.

Director Nelsen mentioned that the three members (Urban Drainage, Douglas County, HPFMD) are planning a meeting to discuss the next project for Timbers Creek. The amount now available for the net project is approximately \$800,000, which includes the District's \$50,000 contribution. The meeting is scheduled for July 20th. As a new project approaches, it would be appropriate to invite engineers to our meeting to explain the project. Director Nelsen broached the possible idea of the District being willing to pay more towards a project in the event the right project came along that was beneficial to the District. Director Christensen mentioned the impact of current inflation on the District's budget over a two year period.

Tree Assessment: Ray and Colton Hardy of High Prairie Tree & Turf arrived to the meeting at 9:34 a.m., and spoke about their estimate for treatment of trees in the Metro District, and about the Tussock Moth, Pine Beetle and IPS Beetle. The estimate presented to Mr. Miller included chemical applications in three stages on 36 monument trees in the District for a total amount of \$9,385. Following discussion and review, Director Nelsen MOVED and Director Christensen SECONDED a motion to approve the three step estimate for the amount of \$9,385. Upon a roll call vote, Directors Nelsen, Christensen, Van Meter, Farrell, and D'Ambrosio voted "AYE." The motion was declared PASSED. The ultimate work will be decided by Mr. Miller. The Hardys, who have done tree work for the District for many years, departed at 10:24 a.m.

Website Update: Director Farrell and Ms. Odewumi attended a website webinar and described how all Districts must have a website by 1/1/2023, and that all websites must be ADA compliant. Director Van Meter mentioned that they were looking into putting a QR code on mailboxes in the District providing access to the District's website. An email will be sent to the HOAs requesting information from homeowners for the purpose of building a data base. Email notices to homeowners could be facilitated with Mailchimp.

8458 Windhaven Drive (English): Mr. Brown stated that nothing is active on this matter as the homeowner appears to be waiting on the County for next steps in approvals.

8424 Windhaven Drive (Christian): Mr. Brown mentioned that this matter has been concluded, the fence removed, and a revocable easement recorded. It was noted that the homeowner is selling the home and moving.

5449 Songbird (Rick Garcia): Mr. Miller reported to Mr. Brown that the construction is complete and Mr. Miller will begin reclamation in the next couple of weeks, to be paid for by the homeowner.

5281 Sage Thrasher (Reynolds): Mr. Brown reported that this is in process, and not much has happened yet. The homeowner as a slight retaining wall encroachment built over 20 years ago, and wishes to access its property through District property in order to build a swimming pool.

Beautification Project for High Prairie Farms Entrance Signs: Ms. Farrell stated that there is a brief hold on the monument project as there is contention in the HOA.

9511 E. Democrat Rd. Rezoning and Development Application: Director Nelsen stated that there is nothing new to report and that there is no action to be taken by the Metro District.

New Business:

Brainstorming on stopping trespassing: Regarding the history of encroachments and in an effort to stop future encroachments or trespasses, Mr. Brown introduced a brainstorming of ideas, possibly fencing or placing monuments in key areas, in order to stop homeowners or their contractors from obtaining access to open space areas for their construction projects. It was mentioned that past instances of homeowners yelling at our Land Manager while trying to protect the District's open space, is inappropriate and unpleasant. Protections need to be given our Land Manager from these confrontations, if possible. It was decided to table this discussion until Mr. Miller could be present.

E-Bikes on Trails: Director Nelsen brought up, and the Board discussed e-bikes on trails and what, if anything, should be done about. It will be monitored for now.

Manager's Report:

Mr. Miller was absent, so Director Nelsen discussed the Manager's Report provided by Mr. Miller. There was discussion on how to deal with people dumping tree trimmings and branches for our Land Manager to clean up, and how to deal with this unauthorized dumping.

Other Business - Homeowner's Issues: None

Adjournment: The meeting was adjourned at 11:45 a.m.



Ines E. D'Ambrosio, Secretary

June 2022 Managers Report

-Tree removals for 2022, drought conditions persist causing many trees to be stressed. Several trees remain standing that look very stressed. Unless stressed trees are posing a threat or harboring insects, I am leaving the trees stand to see if they can come back.

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|----|-----------|----------------------------|---------------|---|
| 6 | 11-May-22 | Filing 24A, along creek | 20 Ponderosa | Unknown, along creek |
| 7 | 11-May-22 | Filing 24A, along creek | 26" Ponderosa | Lightning/Beetle |
| 8 | 11-May-22 | Entry Way | 6" Ponderosa | In Median, likely soil contamination/salt |
| 9 | 11-May-22 | Entry Way | 6" Ponderosa | In Median, likely soil contamination/salt |
| 10 | 11-May-22 | Filing 30B, near new trail | 20" Ponderosa | Wind damage, partially blown over |
| 11 | 7-Jun-22 | Filing 29 | 18" Ponderosa | Beetle |
| 12 | 7-Jun-22 | Filing 3, W of Thunderhi | 8" Ponderosa | Along road, salt |
| 13 | 7-Jun-22 | Filing 3, W of Thunderhi | 6" Ponderosa | Along road, salt |
| 14 | 21-Jun-22 | Filing 27, border of MP | 24" Ponderosa | Unknown, near road |
| 15 | 28-Jun-22 | Filing 3, near parkway | 24" Ponderosa | Unknown, signs of Beetle |
| 16 | 28-Jun | Filing 23A | 18" Ponderosa | In drainage area, salt |
| 17 | 28-Jun-22 | Filing 23A | 26" Ponderosa | In drainage area, salt |

-Met with High Prairie Tree and Turf to review some of our entry way trees, many of which are looking stressed and causing concern for losing them. Suspect that salt is playing a role as well as poor planting practices when they were installed 20-30 years ago. HPTT recommends a treatment for aphids and other insects, as well as a soil drench to try to break down the salt. Quote of \$9400 attached.

-In meantime I have increased watering of drip systems for tree zones

-Performed fire mitigation in Filing 27 along border of Misty Pines, will need to return to area in Fall to clean up additional debris. Fire danger is high right now and I am concerned about our machinery starting a fire performing this work.

-Several homeowners have been piling brush/debris along many of our walking trails for unknown reasons. Have found large brush piles along trail to lake as well as trail W of Fox Sparrow. This is very time consuming work to clean this debris up, have not pinpointed where much of it has come from.



- Spraying of weeds in turf areas and open spaces, weeds are performing very well this year due to dry conditions
- Irrigation system repairs throughout district. Backflow preventer at Nuthatch Park had to be replaced due to worn sealing surface of check valve, ~\$650 cost. ~20 years seems to be the lifespan of these.
- Timbers creek irrigation system has been turned on, above ground system did not winter well and needed several repairs to be operational again.
- Met with Ashleigh of DHM Design, Ecologist for Timbers creek project regarding creek planting condition. Overall the plants are doing well, she recommended turning irrigation off and monitoring plant condition to see if irrigation is required.
- Picked up trash and construction debris in Filing 30A/30B/29. Significant amount of junk had been deposited in this area during construction that we cleaned up to make area more presentable and able to mow without damaging equipment.
- Met with Dave Perkins and landscape contractor to discuss layout of new park in Filing 30, construction is in progress
- Pond pump died again, last replaced on July 2 2021. Motor was replaced under 1 year warranty, labor and parts were required to be purchased for pump component removal and installation onto new motor. Motor supplier was not confident in stating a cause of failure, believed to be some type of manufacturing defect.
- Contractor completed painting of light poles at entry way
- Worked with Steve Brown and Homeowner at 5449 Songbird due to their landscaper damaging open space for a landscaping project. Homeowner has agreed to pay for reclamation of open space once their project is completed. Will need to heavily rip ground due to how compacted it has become from heavy truck traffic. Waiting for homeowners project to be completed before starting work.
- Planted annual flowers
- Working on improving open space areas along roads in filing 29, these areas had been very poorly graded and are very uneven making mowing difficult. Also heavily polluted with large rocks and old silt fences. Many homeowners have accessed their properties for landscaping through this open space causing additional damage and debris. I don't always catch homeowner/contractor in the act so it is difficult to stay on top of.



- Replaced dead shrubs at entry way with grasses, lily and spirea
- Removed dead blue spruce tree from entry way that had been planted in 2019. Tree had been overwatered.

-Replaced dead barberry at Autumn Oaks with spirea, soil at this location is poor, I believe the spirea will perform better than the barberry that has died 2x now.

-Replenished playground wood chips at Owl Roost park, 9 yards of chips

-Replenished mulch at Nuthatch Park, 54 yards of mulch

-Cleanup of trash along Highway, picked up ~3 yards of trash

Upcoming projects

-Sod patch replacements at several entry ways, we have a few areas that have suffered from salt/soil contamination as well as necrotic ring spot from fungus. (ASAP)

-Add topsoil/compost and seed a few entry way turf areas to improve turf quality (Fall)

-Fire Mitigation (Waiting for lower fire risk)

-Mailbox landscaping of several new boxes in Filing 30/29/31. Have not found contractor interested (or capable) of such a small job, will likely perform work ourselves (Fall)

-Replace dead plantings in Entry Way Median, supplier did not have the plants needed, will continue to monitor availability and perform work when available