

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

**October 7, 2021**

The Board of Directors of High Prairie Farms Metropolitan District, Douglas County, Colorado, met on Thursday, October 7, 2021, at the home of Roger Christensen, Board Member, 9140 Windhaven Drive, Parker, CO. The meeting was called to order by President, Richard Nelsen at 9:06 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.

The following Directors were present:

Richard R. Nelsen  
Roger Christensen  
Ashleigh Farrell  
Sheldon Irish

Ines D'Ambrosio (by telephone/Facetime)

Also present were:

Jordan Honea of Clifton-Larson Allen LLP (CLA), Public Manager for the District  
Stephanie Odewumi of Clifton-Larson Allen LLP (CLA), Public Manager for the District (replacement for departing Jordan Honea)  
Nancy Bach of Clifton-LarsonAllen LLP (CLA), Accountant for the District  
Stephen L. Brown of Brown & Taylor, PC, Attorney for the District  
Matt Miller, Grounds Land Manager of the District  
Steve VanMeter, Timbers resident  
Bob Gall, Timbers resident  
Troy Carmann from ICON Engineering, Inc. (arrived at 9:39 a.m.)

**Disclosure of Potential Conflicts of Interest:**

Each Director present has signed a disclosure statement which has been duly filed as required by statute. Except for Director Christensen's statement below, none of the Directors voiced any conflicts of interest with respect to any items listed on the agenda.

Mr. Brown mentioned a possible conflict of interest in the Filing 29 GESC Permit issue, as he is long time personal friend of Donald E. Siecke, principal of Timbers Development Group, Inc. Mr. Siecke has also been a client of Mr. Brown's. Director Christensen also referenced a long-term friendship with Steve Small, Principal of Timbers Development Group, Inc.,

**Approval of Minutes:** Each Director acknowledged receipt of a copy of the minutes of the September 2, 2021 regular meeting. Following discussion and review, Director Irish MOVED, and Director D'Ambrosio SECONDED a motion to approve the minutes of the September meeting, as presented. Upon a roll call vote, Directors Nelsen, Irish, 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 August 31, 2021, and payment of claims on the disbursement schedule with the Board and answered any questions. The disbursement schedule is for invoices currently due in the amount \$34,770.99 and the payment of the directors' fees for the current meeting. *Ms. Bach also reviewed the Bills and Financial Statement for July 31, 2021, that were not approved previously, due to their not being a meeting in August.* Following discussion and review, Director Christensen MOVED and Director Irish 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 \$34,770.99, and for the payment of the directors' fees for the current meeting. Upon a roll call vote, Directors Nelsen, Christensen, Irish, Farrell, and D'Ambrosio voted "AYE." The motion was declared PASSED.

**Old Business:**

**Meeting Dates:** Director Nelsen discussed the possibility of moving the monthly meetings to the second Wednesday or Thursday of the month. The matter was discussed, and Stephanie Odewumi will give the Board dates that would not provide a conflict. The matter was tabled for discussion at a later date.

**Traffic Patrols:** Director Irish mentioned that traffic patrol occurred on October 4, 2021. There were six stops, three warnings, and three tickets issued. He is not aware of which streets were patrolled, but the streets designated for patrol are Sage Thrasher, Windhaven, S. Pinery Pkwy, and Fox Sparrow. There should be a subsequent patrol to occur in the middle of October.

**Drainage Easement in Filing 22 (Shriver property):** Mr. Miller, Director Nelsen, and Attorney Brown, explained that jurisdiction and responsibility for the operation and maintenance of the drainage facility in Filing 22 on the Shriver, based on the recorded Plat, lies with the HOA for Filing 22. Mr. Miller explained that in response to a homeowner complaint, that Douglas County public works made certain substandard improvements to the drainage facility. It was discussed that the District would refrain from becoming involved in this drainage facility.

**New Business:**

**Troy Carmann from ICON Engineering, Inc.:** Director Nelsen introduced Troy Carmann with ICON Engineering, and explained that Troy has been the District's drainage consultant for several years. Director Nelsen asked Mr. Carmann to comment on two priorities he sees for the District.

First, Director Nelsen requested that ICON prepare a list of smaller projects for Mr. Miller and the District to consider for budget purposes. Mr. Carmann said that within a week that he should be able to provide a written list of projects, locations of work, magnitude of work, and costs. It was discussed that an example of smaller projects would be work related to water quality ponds, tributaries and side channels to the main Timbers Creek drainage.

Second, Director Nelsen requested advice on how to keep work on the Timbers Creek Drainage project moving forward with Urban Drainage, Douglas County, and the District. Ideas ranged from political approaches to having ICON send a letter to Douglas County listing operation and maintenance items accomplished and needed. Mr. Carmann said that it was not likely that the Timbers Creek Drainage project would be a priority for Douglas County for the next five years, if not longer. He recommended that the District in writing annually that the Timbers Creek Drainage project be made a priority.

Other points mentioned in this discussion were as follows:

- Douglas County has ultimate responsibility for Timbers Creek and sediments changing the flood plain.
- The District is limited to what work it can do on Timbers Creek beyond "maintenance", due to FEMA and Douglas County regulations. For example, the District would be prohibited from removing failed concrete check dams.
- The concrete walls and check dams installed in Timbers Creek have been a failure.
- Retrofitting of water quality ponds was discussed, meaning essentially that minor adjustments would be made to enhance drainage from the ponds.
- The District is unable on its own to fund further work on Timbers Creek Drainage. Majority funding is needed from Urban Drainage and Douglas County.

- The District can perform work for smaller projects of under \$100,000 that are concisely defined, having limited design, having limited structures, and that require limited permitting.

**Budget Planning:** Ms. Bach explained the draft budget prepared for the Board. Roger agreed to again be the point person on the Board for the budget. CLA will post the upcoming meeting to consider adoption of the Budget for year 2022, to occur at the Board's upcoming November 4, 2021 meeting.

**Notes on CSD Pool 34<sup>th</sup> Annual Membership Conference on September 15, 2021:** Jordan Honea provided the Board with notes from the CSD Pool's 34<sup>th</sup> Annual Membership Conference. Insurance and liability issues were discussed. Ms. Honea explained that the insurance carrier, in conjunction with Mr. Miller, is in the process of doing a physical audit of District property for insurance purposes.

**Repair Fencing on Filing 29:** Mr. Miller explained that fencing needs to be repaired in the area bordering Filing 29 where the developer opened a gate and let down certain fencing. Mr. Miller said that he would speak to Dave Perkins, developer representative, about having the developer (Timbers Development Group, Inc.) repair the fencing.

**Vehicle Donuts in Parking Lot:** The vehicle causing destruction to the parking lot owned by Pinery Water, and used by the District, has not yet been identified, but steps are being taken to identify and stop this from occurring. This matter should be kept on the agenda for the next meeting.

**Request to have District take over Filing 29 GESC Permit with Douglas County:** Director Christensen presented to the Board a letter from Donald E. Siecke, VP of Timbers Development Group, Inc., requesting that the District take over the developer's Filing 29 GESC Permit with Douglas County. Following discussion and review, Director Irish MOVED and Director D'Amborsio SECONDED a motion to take over the GESC Permit with Douglas County under the following conditions:

That the letter be revised to correct the spelling of Director Nelsen's name, change the Filing from 29A to Filing 29, to revise the sentence about the developer making "major repairs" to having the developer perform all matters required by Douglas County to complete and close the permit, to pay all fees associated with reopening of the permit (expected to be minimal), and that the District not be required to post a letter of credit since it is a quasi-governmental entity. Signing of the revise letter was also conditional on the developer first tearing out the road, reseeding the road, removing rock, and fixing the fence on the perimeter of the filing.

Upon a roll call vote, Directors Nelsen, Christensen, Irish, and D'Ambrosio voted "AYE." The motion was declared PASSED. Mr. Miller, Director Christensen, Director Nelsen, and Attorney Brown will work together to provide a redline of these changes to the developer.

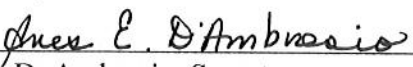
**Manager's Report:**

Mr. Miller reviewed his report with the Board which is attached to these minutes.

**Executive Session:**

Director Nelsen suggested that the Board go into executive session to discuss independent contracts of the Manager, CLA, and Attorney. Following discussion and review, Director Nelsen MOVED and Director Irish SECONDED a motion to go into executive session for such discussion. Upon a roll call vote, Directors Nelsen, Farrell, Christensen, Irish, and D'Ambrosio voted "AYE." The motion was declared PASSED. The Board continued in executive session until approximately 12:20 p.m., at which time Director Nelsen MOVED and Director D'Ambrosio SECONDED a motion to come out of executive session, no actions having been taken. Upon a roll call vote, Directors Nelsen, Christensen, Farrell, Irish, and D'Ambrosio voted "AYE." The motion was declared PASSED. .

**Adjournment:** The meeting concluded at the end of the executive session.

  
Ines D. Ambrosio, Secretary