

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

December 8, 2022

The Board of Directors of High Prairie Farms Metropolitan District, Douglas County, Colorado, met on Thursday, December 8, 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

Also present were:

Stephanie Odewumi of Clifton-Larson Allen LLP (CLA), Public Manager for the District
Nancy Bach of CliftonLarsonAllen, LLP (CLA), District Accountant
Matt Miller, Grounds Land Manager of the District
Stephen L. Brown of Brown & Taylor, PC, Attorney for the District

Also present on Zoom were Carolyn Snell, homeowner from Filing 22, and an unidentified person named Bill. The meeting was called to order at 9:03.

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 November 10, 2022, regular meeting. Following discussion and review, Director Farrell MOVED, and Director Nelsen SECONDED a motion to approve the minutes of the November 10, 2022, 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 October 31, 2022, and payment of claims on the disbursement schedule with the Board and answered any questions. She noted that the Mill Levy revenues via property taxes are almost at 100% collected. She mentioned that the expenses are in line with the YTD budget. The disbursement schedule is for invoices currently due in the amount \$49,825.92 and the payment of the directors' fees for the current meeting. Following discussion and review, Director D'Ambrosio MOVED and Director Van Meter 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 \$49,825.92 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.

Ms. Bach explained that the District's President needed to sign the Certification of Tax Levies to be filed with County Commissioners of Douglas County, Colorado. She stated that the gross assessed valuation of the District's property is \$61,878,750, with a levy of 12.000 Mills, divided by 1,000 equals a revenue for the District of \$742,545. Director Nelsen, President, signed the Certificate of tax Mill) Levies and Ms. Bach will submit it to the Douglas County Commissioners.

SDA Membership: Ms. Bach stated that she would renew our annual membership to Special District Association (SDA).

Old Business:

Traffic Patrols: Director Nelsen noted there is no update on this item at this time and Mr. Irish is currently still working on obtaining patrols for the community.

Timbers Creek Update: Director Nelsen noted an Engineer's cost estimate has been provided to the Board and Urban Drainage but the team is still waiting for the Contractors (Naranjo) cost proposal, otherwise the project is on track to begin work in December or early January 2023 pending any changes.

Website Update: Director Farrell stated that the QR codes have been generated and now need to be printed. Mr. Miller provided a suggestion for a printer.

5281 Sage Trasher (Reynolds): Mr. Miller stated that the homeowner's need to access the District's property for their pool project is complete, and that there was no damage to District property. This matter can be removed from the Agenda.

9511 E. Democrat Rd: Director Nelsen stated he has nothing new to report. There was further discussion about detention pond locations and use of the District's property.

New Business:

CLA SOWs (Statement of Work): Ms. Odewumi reminded the Board that it approved the Master Services Agreement last year, and that each year following just the Statements of Work need to be reviewed and approved.. She presented the SOWs for Public Management Services (Accounting), Payroll (paying the Board), and Public Administration (Management). Director Van Meter MOVED and Director D'Ambrosio SECONDED a motion to approve the three Statements of Work from CLA. Upon a roll call vote, Directors Nelsen, Christensen, Farrell, D'Ambrosio, and VanMeter voted "AYE." The motion was declared PASSED.

Dazzio Engagement Letter Agreement: Ms. Odewumi presented the Dazzio Audit Engagement Letter and Request for approval. Following discussion, Director Nelsen MOVED and Director D'Ambrosio SECONDED a motion to approve the three Statements of Work from CLA. Upon a roll call vote, Directors Nelsen, Christensen, Farrell, D'Ambrosio, and Van Meter voted "AYE." The motion was declared PASSED.

Resolution Calling For The 2023 Regular District Election and Appointing A Designated Election Official: Mr. Brown explained this election resolution calling for the election of two directors in the 2023 election to be held May 2, 2023 for four year terms, and for the appointment of Mr. Brown as the designated election official. Following discussion and review, Director D'Ambrosio MOVED and Director Farrell SECONDED a motion to approve the Resolution calling for the election of two Directors and for the appointment of Stephen L. Brown as the Designated Election Official. Upon a roll call vote, Directors Nelsen, Christensen, Van Meter, Farrell, and D'Ambrosio voted "AYE." The motion was declared PASSED.

Manager's Report: Mr. Miller's presented his Manager's Report to the Board and discussed various items in his report. Highlights of the report were discussion of trees, the drought conditions, tree removals, various diseases affecting the trees, and tree spraying. Wind damage to light poles and replacement of light poles was also discussed.

Other Issues and Homeowner Comments: Director Nelsen discussed the new development at the Colorado Horse Park that affects HOAs 22, 23 in the Timbers and Filing 8 of the Pinery (South). Carolyn Snell, Homeowner in Filing 22 also wanted to discuss the development, as her property is adjacent to the Colorado Horse Park. She also had a question about tall grass that needs to be mowed, if possible. It was also discussed that a meeting in January is probably not necessary, so the next meeting would be held February 9, 2023.

Adjournment: The meeting was adjourned at 10:57.

Ines E. D'Ambrosio
Ines E. D'Ambrosio, Secretary