

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

October 3, 2018

The Board of Directors of High Prairie Farms Metropolitan District, Douglas County, Colorado, met on Wednesday, October 3, 2018, at the at the Pinery Water and Wastewater District, 5242 Old School House Road, Parker, Colorado. The meeting was called to order by President Richard Nelsen at 8:00AM.

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
Roger Christensen
Charles Simmons III

Also present were:

Kevin Collins and Wendi McLaughlin of Clifton Larson Allen LLP (CLA), accountants for the District

Susan L. Elkins, of Susan L. Elkins, L.L.C., attorney for the District

Kenny Black, Manager of the District

Troy Carmann, of ICON Engineering, District Engineer

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 September 17, 2018 meeting. Following discussion and review, Director Nelsen MOVED, and Director Irish SECONDED a motion to approve the minutes of the September 17, 2018 meeting as presented. Upon a roll call vote, Directors Nelsen, Irish, Wiechman, Simmons and Christensen voted "AYE." The motion was declared PASSED.

Payment of Bills:

The disbursement schedule is for invoices currently due in the amount of \$42,737.65 and the payment of the directors' fees for the current meeting. Mr. Collins presented the Financial Statement as of August 31, 2018 and updated schedule of cash position as of October 3, 2018. Following discussion and review, Director Nelsen MOVED and Director Simmons SECONDED a motion to accept the Financial Statement as of August 31, 2018 and updated schedule of cash position as of October 3, 2018 as presented and approve payment of the invoices currently due in the amount of \$42,737.65, and for the payment of the directors' fees for the October 3, 2018 regular meeting. Upon a roll call vote, Directors Nelsen, Irish, Wiechman, Simmons and Christensen voted "AYE." The motion was declared PASSED. The Financial Statement is attached to these minutes.

Old Business:

Majestic Oak: The Board discussed the issue of the erosion from the Majestic Oak Lane properties. The Board discussed the email from Jake Muller of Douglas County requesting the District to remediate the erosion of the open space which includes the Douglas County right-of-way. After reviewing Google Maps showing that the erosion of the open space has been apparent for several years, the Board determined that it would be too difficult to determine and prove that the erosion occurred because of the actions of the homeowners or their contractors whose homes face Majestic Oak Lane. There is also the question as to whether the erosion control requirements required by Douglas County were adequate or the responsibility of the developer. Director Nelsen and Susan Elkins will attempt to dialogue with Douglas County regarding the remediation work to see if they will participate and to discuss the need for the District to be notified before issuance of permits to the developer approving the erosion work and before Douglas County accepts the work and prior to the end of the two-year warranty period which triggers the Districts' maintenance responsibility of the erosion control so the District then as input on whether it is in good condition prior to accepting the maintenance responsibility.

New Business:

Signs Policy: Ms. Elkins gave the Board members copies of the Sign Policy. Ms. Elkins indicated that she has not received a prototype or design from Richmond (builder in new filing).

Master ARC Landscape Approvals: Director Irish informed the Board members that

the Master ARC does not require a homeowner to get permission from the District if their landscaping encroaches on District property prior to approving their landscaping plan. The Master ARC has not been notifying the District if the plan shows an encroachment. Ms. Elkins is directed to send a letter to the Master ARC requesting that they either change their policy or notify the District of potential encroachment that is on any submitted landscaping plan. Each ARC response should note the conditions of open space and property rights and potential of encroachment.

Budgeting for Timbers Creek: The Board discussed the need to look at the budget to see what monies could be available for contribution to the Timbers Creek work in fiscal year 2019. Mr. Collins indicated that he has developed a budget that allows about \$100,000 for erosion control in the Creek. Ms. Elkins indicated that she had heard from Janet Herman that they wanted to meet and discuss budget issues to see how much would be available for 2019. Ms. Elkins will talk with Ms. Herman and Director Nelsen will participate.

2019 Budget Appoint of a Budget Officer: Ms. Elkins suggested that the Board consider appointing a budget officer. Following discussion and review, Director Irish **MOVED** and Director Nelsen **SECONDED** a motion to appoint Susan Elkins as the Budget Officer. Upon a roll call vote, Directors Nelsen, Simmons, Christensen, Wiechman, and Irish voted "AYE." The motion was declared **PASSED**.

Manager's Report: Kenny Black reported as follows:

- Mr. Black reported that DC was in the paving process within the District. There was some minor damage to the roads and Director Nelsen noticed some minor damage in the round about landscaping on Fox Sparrow. Mr. Black notified the County.
- The concrete detention ponds at Hidden Pines have been drilled and are now draining.
- The landscaper for the Pinery Parkway median island has not returned Kenny's call.
- He removed another dead deer from open space.
- A dead tree on Majestic Oak Way is scheduled to be removed. Several others are also planned to be removed after the weather cools.


Other Business:

Director Irish reported that there was a rate increase for the security patrols and that he sent a schedule for the rest of the year to Deputy Adams.

Jeremy Larabee reported that he scheduled the surveyor and he has started the wildfire mitigation.


Adjournment:


There being no further business to come before the Board of Directors, the meeting was adjourned at 10:04 AM. The next meeting is scheduled for November 7, 2018 at 8:00 AM at the Water District.



Charles Simmons, III, Secretary

APPROVED:


Richard R. Nelsen


Sheldon Irish


Roger Christensen


Merton Wiechman