

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

October 5, 2016

The Board of Directors of High Prairie Farms Metropolitan District, Douglas County, Colorado, met on Wednesday, October 5, 2016, at the Pinery Water and Wastewater District, 5242 Old School House Road, Parker, Colorado. The meeting was called to order by President D'Ambrosio at 8:00 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:

Ines D'Ambrosio
Richard R. Nelsen
Mert Wiechman
Charles Simmons
Sheldon Irish

Also present were:

Kevin Collins, of Clifton Larson Allen LLP (CLA), accountants for the District
Matt Urkoski, of Clifton Larson Allen LLP (CLA)
Susan L. Elkins, of Susan L. Elkins, L.C.C., attorney for the District
Kenny Black, Manager of the District
Jan Lanier, Homeowner of Filing 23
Roger Christensen, Homeowner of Filing 26
Heather Beasley, Manager of the Pinery Water District (from 9:30 AM until 10:00 AM)

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 August 17, 2016 and September 7, 2016 meetings. Following discussion and review, Director Nelsen MOVED and Director Wiechman SECONDED a motion to approve the minutes of the August 17, 2016 and September 7, 2016 meetings as presented. Upon a roll call vote, Directors Nelsen, Simmons, D'Ambrosio, Irish and Wiechman voted "AYE." The motion was declared PASSED.

Payment of Bills:

The disbursement schedule is for checks for invoices currently due for the period ending October 5, 2016 in the amount of \$19,328.84, for checks for the payment of director's fees for today's meeting and for the payment of interim checks dated September 14, 2016 in the amount of \$97,010.63. Mr. Collins presented and discussed the Financial Statements and disbursement schedule. Following discussion and review, Director D'Ambrosio MOVED and Director Irish SECONDED a motion to approve the financial statement as presented, and to approve the payment of the invoices for the period ending October 5, 2016 in the amount of \$19,328.84 and for checks for the payment of director's fees for today's meeting and to ratify the payment of interim checks dated September 14, 2016 in the amount of \$97,010.63. Upon a roll call vote, Directors Nelsen, Wiechman, Simmons, Irish and D'Ambrosio voted "AYE." The motion was declared PASSED. The Financial Statement is attached to these minutes.

Mr. Collins also presented a rough draft of the 2017 Budget for the Board to review prior to the November meeting. Mr. Collins will meet with Mr. Black to discuss budget items. The preliminary indication is that assessed valuation is projected to generate about \$535,888 in revenue for the budget. The Board requests a work session either during or immediately after the Board meeting on November 10, 2016 to discuss the proposed budget.

Mr. Urkoski discussed the website usage report and the contacts made through the website with the Board. The website usage report is attached to these minutes.

New Business:

Drainage Facilities Update:

- **Filing 27 & Filing 32:** Mr. Black reported that Steve Small is developing Filing 27; the developer is moving dirt in Filing 29; and, Filing 32 is not yet being developed.
- **Erosion Issues:** Nothing new to report and this item can be removed from the agenda. Erosion blankets and seeding appear to be performing their restabilization of the area at the end of Shade Tree cul-de-sac.
- **Timbers Creek Restabilization and GESC Permit for Stabilization:** Ms. Elkins and Mr. Black reported that the work has been substantially completed. Ms. Elkins reported that there was an issue regarding erosion control blankets not being completely secured and there is a need to discuss legal issues regarding the remedy.

Following discussion and review, Director D'Ambrosio MOVED and Director Wiechman SECONDED a motion to go into executive session to discuss possible legal implications regarding the work done on Timbers Creek Restabilization. Upon a roll call vote, Directors Nelsen, Simmons, D'Ambrosio, Irish and Wiechman voted "AYE." The motion was declared PASSED.

The Board returned to regular session at 9:20 AM.

The Board determined that Mr. Black and Director Nelsen should schedule a meeting with Douglas County Engineer, Jason Ingenthron to discuss a remedy to the concerns regarding the erosion control blanket on the creek restabilization.

Pond Renovation: Director Wiechman and Mr. Black updated the Board on the work on the Pond and provided pictures of the progress to day. Once the liner was removed and silt and sediment cleaned out, it was apparent that the existing pipes needed replacement. Mr. Black determined that it was necessary to trench within the pond to remove the pipes. There will be a change order for approximately \$2,000 which will be handled under the contract with CO Lining. Mr. Black contacted JR to do the work to replace the pipes and they are able to do the work for time and materials. It is estimated that the work can be completed for \$20,000. Following discussion and review, Director Irish MOVED and Director D'Ambrosio SECONDED a motion to approve contracting with JR Sprinklers to replace the water pipes for a cost not to exceed \$20,000. Upon a roll call vote, Directors Nelsen, Wiechman, Simmons, Irish and D'Ambrosio voted "AYE." The motion was declared PASSED.

Director Simmons asked about lights on the fountain. The Board was generally in agreement that lights would be attractive and since everything is exposed, it would be cost effective to consider the work during this renovation. Mr. Black commented that there had be lights in the past but they had been problematic and expensive. The Board discussed the timing and costs of putting in the electrical conduit now as opposed to later and could be done inexpensively it would be a good improvement and allow more options later even if the Board decided to try again. It was pointed out that lighting technology (i.e. LED's) has improved and is more efficient now. Following discussion and review, Director Irish MOVED and Director D'Ambrosio SECONDED a motion to approve Director Simmons to contact an electrician and get a bid so long as it didn't delay the restoration work. The Board felt a cost not to exceed \$2,000 would be favorably received. Upon a roll call vote, Directors Nelsen, Wiechman, Simmons, Irish and D'Ambrosio voted "AYE." The motion was declared PASSED.

The Board discussed the cost of refilling the pond and Ms. Beasley was brought it to discuss the most cost effective way to fill. She indicated that the residential rate was less than recreational and that straddling two billing cycles would also be cheaper.

Security Patrols: Director D'Ambrosio reported that it has been very quiet and there was nothing to report.

Overlapping Districts: Ms. Elkins presented the Board with a "final" draft of the Public Improvement and Services Agreement and requested the Board review and provide her with any comments. This will be presented at the November meeting.

Jan Lannier (Filing 23) wished to update the Board on the efforts of the homeowners to rally support for speed mitigation on some arterial roads in the District. Because of the lateness of the meeting, Director Irish moved and Director D'Ambrosio moved to take the issue of speed mitigation out of order at 9:55 AM. Upon a roll call vote, Directors Wiechman, Simmons, Nelsen and D'Ambrosio voted "AYE." The motion was declared PASSED.

Speed Mitigation Update: Ms. Lanier discussed conversations between the neighbors as well as observations from an out-of-state traffic engineer regarding traffic speeding issues and potential mitigation options. It was agreed that she should finalize a group letter to present to the Metro District Board who would consider forwarding to the County with their inputs (i.e. attach cover letter). It was also agreed to start the submittal process with the Traffic Engineering department rather than sending the information package directly to the County Engineer or Commissioners.

Road Repairs. Sheldon referenced a letter from a resident in filing T23 regarding deteriorating road conditions in the neighborhood. It was noted that this is a County issue but that the Board could bring up the subject with the Public Works Department during their annual review. Charles also offered to follow up with the County to get more information regarding maintenance schedules.

New Business:

Appointment of Budget Officer: Ms. Elkins indicated that the Board needed to appoint a budget officer. Mr. Collins, as the District Accountant, has previously been appointed. Following discussion and review, Director D'Ambrosio MOVED and Director Wiechman SECONDED a motion and to appoint Kevin Collins as the Budget Officer. Upon a roll call vote, Directors Wiechman, Simmons, Nelsen and D'Ambrosio voted "AYE." The motion was declared PASSED.

Budget Hearing and Appointment of Budget Officer: Ms. Elkins indicated that the Board needed to set the public hearing date for the 2017 budget. After discussion the Board suggested December 7, 2016 for the public meeting. Ms. Elkins will get the notice published. Following discussion and review, Director D'Ambrosio MOVED and Director Wiechman SECONDED a motion to set the Budget hearing for December 7, 2016. Upon a roll call vote, Directors Wiechman, Simmons, Nelsen and D'Ambrosio voted "AYE." The motion was declared PASSED.

Budget Work Session: The Board requested a work session to discuss the budget process and governmental financing as it relates to the budget. The Board will have a work

session on the 2017 Budget on November 11, 2016.

Contact the District Summary: There was no contact to report.

County Request re: Detention Pond Restrictor Plate for pond at SE corner of Pinery Parkway & Democrat Rd.: Mr. Black reported that a welder is doing a drawing to present to the County and that it is anticipated that the work will be done by the end of year assuming the County approves the plan.

Wildfire Mitigation: Mr. Jensen was unable to attend the meeting and is invited to the October 5, 2016 meeting. Meanwhile the contractor is continuing with spot treatment of areas in need of mitigation as identified by Kenny and the Board.

Manager's Report:

- Mr. Black reported the renovation of the entryway at Sage Thrasher is completed and requested the Board look at it and provide him with feedback. The mailbox landscaping is scheduled to move forward.
- In order to comply with the County requirements regarding "No Parking" signs, two complete signs and a post have been ordered and will be installed by JJ once they are received.
- The required back-flow test has been completed.
- Most of the trees identified to be transplanted (30-40) from the new development area have been moved by High Prairie Turf & Tree. The watering of the trees has also started and will continue as needed. The watering will be monitored by Kenny.

Other Business:

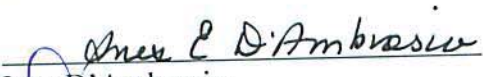
None

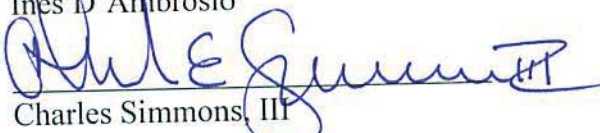
Adjournment:


There being no further business to come before the Board of Directors, the meeting was adjourned at 10:55 AM. The next regular meeting is on November 2, 2016 at 8:00 AM at the Water District. Mr. Collins indicated that he would not be available at that time. The Board will continue that meeting to Thursday, November 10, 2016 at 8:00AM.


Richard R. Nelsen, Secretary

APPROVED:


Ines D'Ambrasio


Charles Simmons, III


Sheldon Irish

Merton Wiechman