

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

February 1, 2017

The Board of Directors of High Prairie Farms Metropolitan District, Douglas County, Colorado, met on Wednesday, February 1, 2017, 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
Charles Simmons
Sheldon Irish
Mert Wiechman

Also present were:

Kevin Collins, of Clifton Larson Allen LLP (CLA), accountants for the District
Mathew Urkoski, 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
Kevin Black, Assistant Manager of the District
Roger Christensen, Homeowner from Filing 26
Bob Gall, Homeowner from Filing 24

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

Approval of Minutes:

Each Director present acknowledged receipt of a copy of the minutes of the November 10, 2016 meeting, the December 7, 2016 meeting and the January 4, 2017 canceled meeting. Following discussion and review, Director Irish MOVED and Director Nelsen SECONDED a motion to approve the November 10, 2016 meeting, the December 7, 2016 meeting and the January 4, 2017 canceled meeting as presented. Upon a roll call vote, Directors Nelsen, D'Ambrosio, Wiechman, Simmons and Irish voted "AYE." The motion was declared PASSED.

Payment of Bills:

The disbursement schedule is for invoices currently due in the amount of \$21,465.63; for invoices in the amount of \$10,768.18 for the period ending December 22, 2016; for invoices in the amount of \$17,589.72 for the period ending January 17, 2017 and checks for the payment of the directors' fees for the February 1, 2017 meeting. Mr. Collins presented the Financial Statement as of December 31, 2016, and updated as of January 25, 2017. Following discussion and review, Director D'Ambrosio MOVED and Director Simmons SECONDED a motion to approve the financial statement as presented, invoices currently due in the amount of \$21,465.63; for invoices in the amount of \$10,768.18 for the period ending December 22, 2016; for invoices in the amount of \$17,589.72 for the period ending January 17, 2017 and checks for the payment of the directors' fees for the February 1, 2017 meeting. Upon a roll call vote, Directors Nelsen, D'Ambrosio, Wiechman, Simmons and Irish voted "AYE." The motion was declared PASSED. The Financial Statement is attached to these minutes.

Mr. Collins discussed the changes to the budget format that he and Director Irish worked on to allow the Board to see recurring and periodic monies spent and allow for better planning and tracking. Attached to the Minutes is a copy of the new format entitled "General Fund Expenditure Detail. The Board directed Mr. Collins to reduce line 27 to \$9,000 and add \$6,000 as a new capital projects line for Filing 27 sprinkler. The Board discussed the ongoing erosion issues and Director Nelsen agreed to contact Mr. Carmann of ICON Engineering regarding his recommendation on current priorities. The Board also noted that it is believed to a developer requirement to construct a playground in the new section of Filing 27.

Mr. Collins presented the documents prepared by CLA for the annual audit and responded to questions asked. Following discussion and review, Director Wiechman MOVED and Director Irish SECONDED a motion to authorize Mr. Collins to work with the auditor to prepare the audit for 2016 and file the same as appropriate. Upon a roll call vote, Directors Nelsen, D'Ambrosio, Wiechman, Simmons and Irish voted "AYE." The motion was declared PASSED.

Mr. Urkoski presented the website report and indicated that there were no concerns reported since the last summary that was presented in December of 2016.

Old Business:

Pond Renovation: The Board discussed the successful completion of the pond

renovation and indicated that this item can be removed from the agenda. Mr. Black reported that Colorado Lining had completed the tree stump grinding.

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

Road Repairs: Director Simmons reported that he and Kenny Black had a successful meeting and tour of the District with Douglas County Commissioner Weaver. He also noted that more damage is becoming apparent as the snow melts. He prepared a map and took several pictures of the damage and will be scheduling a meeting with Ron Meredith at Douglas County to go over maintenance concerns. Mr. Meredith indicated that repairs consisting of crack sealing or pavement overlay and curb & gutter repairs for 2017 including Filing 23B north of Fox Sparrow Rd.

School District Property: Director Simmons indicated that he had discussions with Dan Dertz of Douglas County who was interested in helping the District work with the Douglas County School District to come up with a plan for enhancements to the property that will be more in keeping with the District's overall improvements to the open space and general maintenance of the property. He, Mr. Dertz, Roger Christensen and Mr. Gall will work together to coordinate that and will also talk with the developer about the possibilities of relocating trees.

Speed Mitigation: Director Irish reported 9 tickets had been issued because of the extra, off duty patrols. Ms. Elkins and Director Irish reported that they had been in contact with Jan Lanier to move ahead with scheduling a meeting with Douglas County regarding the concerns for speeding vehicles within the District and especially around the roads to schools and the Bayou Gulch park. Ms. Elkins drafted and gave Ms. Lanier a letter of support to include in her packet. Director Irish will accompany Ms. Lanier when she meets with Douglas County.

IREA Easement Update: Ms. Elkins reported that she reviewed the letter to go to homeowners regarding their request for an easement to place electrical lines within the gas line easement. IREA representative, Noelle Hoelsken, is scheduling a meeting with the adjacent homeowners to discuss the work being done and has notified other homeowners not immediately impacted. The meeting is set for 10:00 a.m., February 4, 2017, Directors Irish and Nelsen will attend along with Kenny Black.

The Board noted that Einar Jensen from the South Metro Fire District was present to discuss his recommendations for ongoing fire mitigation within the District. Director Nelsen MOVED and Director Irish SECONDED a motion to take wildfire mitigation out of order at 9:20 AM. Upon a roll call vote, Directors Nelsen, Wiechman, Simmons, Irish and D'Ambrosio voted "AYE." Kenny Black reported that all the designated higher risk areas had been mitigated with the ongoing effort to complete the smaller locations. It was noted by all present that there is significant scrub oak and brush regrowth in the previously mitigated areas as was anticipated. Mr. Jensen discussed the efforts of Castle Pines to deal with the regrowth by using domestic goats. Based on his experience and the success in other areas like Castle Pines, he recommends annual use of goats for 3-5 years which is an ecologically sound method of dealing with the

vegetation regrowth. Castle Pines has used a herd of about 250 female goats that can mitigate approximately an acre a day in areas using portable electric fencing. The cost is approximately \$1,000 per day with a \$2,000 cost to haul the goats in and out of the area. He anticipates that the District will need to have the goats for approximately about 3-4 days. He also discussed that Castle Pines scheduled a community "open house" during the process that allowed education of homeowners on fire mitigation and helped the homeowners learn of the benefits of this method. He indicated that June was the best time to schedule it. He also suggested that the Board consider becoming a "Fire Wise" community. Besides the wildfire protection, there is a benefit to homeowners on the homeowners' insurance.

Kenny Black believes there are goats available in the Sedalia or Elizabeth area that might be ultimately be less expensive. He will investigate and report back to the Board at the next meeting. The Board thanked Mr. Jensen for his time and input. Director Nelsen moved and Director D'Ambrosio seconded a motion to return to the regular agenda at 9:45 AM. Upon a roll call vote, Directors Nelsen, Wiechman, Simmons, Irish and D'Ambrosio voted "AYE."

Beautification Requests: Mr. Gall discussed his intent to talk with Oscar, a contractor currently working with the developer on rock walls, regarding his suggestions for enhancing the entryway monument. The Board requested that he also talk with JR Sprinklers. The directors also thought that there might be homeowners in the area that are in the landscaping business that might help with ideas. Director Simmons agreed to work with Mr. Gall in the efforts and to also tap those resources for the School District property beautification. Mr. Christensen also agreed to be part of the effort.

New Business:

2017 Resolutions for Meeting time/place/posting: Ms. Elkins presented a resolution for the Board's approval designating the meeting time, place and locations of posting the notices of meetings. Ms. Elkins reported that it was the same as last year's resolution. Director Irish MOVED and Director Nelson SECONDED a motion to adopt the resolution as presented. Upon a roll call vote, Directors Nelsen, Wiechman, Simmons, Irish and D'Ambrosio voted "AYE."

School District Property: This was discussed earlier and noted above.

Contracts:

SLE Contract: Ms. Elkins presented her 2017 contract with no changes. Following discussion and review, Director Wiechman MOVED and Director D'Ambrosio SECONDED a motion to approve Ms. Elkins' 2017 contract. Upon a roll call vote, Directors Simmons, Nelsen, Irish, Wiechman and D'Ambrosio voted "AYE." The motion was declared PASSED. She updated the Board on the efforts of scanning and reorganizing the District files to comply with the State Archivist's protocol. It is an extremely labor intensive effort.

Will Travel Contract: Ms. Elkins presented the contract for management services of Will Travel. It reflects an increase in the annual payment due to increased responsibilities in areas being developed. Following discussion and review, Director Wiechman MOVED and Director D'Ambrosio SECONDED a motion to approve the Will Travel 2017 contract. Upon a

roll call vote, Directors Simmons, Nelsen, Irish, Wiechman and D'Ambrosio voted "AYE." The motion was declared PASSED.

Website Distribution List: Directors Irish and Nelsen reported that there was no response from the HOA presidents about increasing the distribution list on announcements placed on the website. Mr. Urkoski suggested that the website be "scrubbed" to eliminate old news. Directors D'Ambrosio and Nelsen agreed to work with Mr. Urkoski to update the site.

2017 Project Plans: Mr. Black reported the following items on his list of projects for 2017:

- Wire boring and trenching for street lighting at the entryway into the District
- Tree spraying
- Continued fire mitigation (investigating the use of goats)
- Upgraded street signage for Filings 27 and 29
- Sidewalk along N. Pinery Parkway past Majestic Oak and ask the County to get the developer to pay for the costs
- Landscape improvements at 6-corner entryways
- Scheduled 2017 landscape improvements at 3 mailbox sites along Prairie Lake Trail
- Erosion projects as directed by Troy Carmann of ICON
- Playground equipment inspection and replacement schedule
- Adding fish in the fountain pond after the renovation
- Erosion work on ditch at Wild Elk
- Lighting at entryway pond consideration in April

Fire at Sage Thrasher by juveniles: Director Irish reported that he had procured a copy of the police report regarding a small fire in the Timbers. The report contained very little information. He called the officer but has not received a call back. He will report back if he hears more especially about how the parents responded. The Board discussed whether a notice on the website is warranted. No decision was made but Mr. Jensen will be asked for input.

Manager's Report: Kenny Black reported as follows:

- Mr. Black found a snow blower to attach to a skid-steer for \$6,000
- He is investigating a skid-steer for the District to purchase and will present his findings in April
- A Ponderosa Way street sign was stolen and he ordered a replacement from JJ
- A "no parking" sign was taken on Warbler Court. Director Irish will ask the HOA property manager to send a letter to the owners of 5159 and 5181 Warbler Court to see if they know anything about it.
- There will be more stump grinding (dead trees) at the entryway
- He received a bid for tree spraying for \$40,068, which was higher than last year because of the additional trees in Filings 27 & 30. He will check with the developer to see if they are responsible for those trees. Following discussion and review, Director Irish MOVED and Director Nelsen SECONDED a motion to

approve the bid subject to a determination of the trees in Filing 27 & 30. Upon a roll call vote, Directors Simmons, Nelsen, Irish, Wiechman and D'Ambrosio voted "AYE." The motion was declared PASSED.

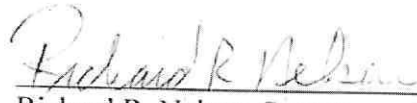
Other Business:

Wildfire Mitigation ins 2017: This was discussed earlier.

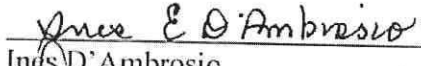
Real Estate Signs: The Board noticed the reoccurrence of several real estate signs which will be removed.

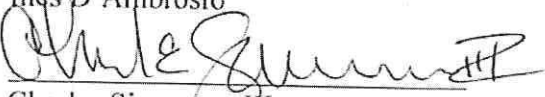
Adjournment:


There being no further business to come before the Board of Directors, the meeting was adjourned at 10:40 AM. The next regular meeting is scheduled for March 1, 2017 at 8:00 AM at the Water District.



Richard R. Nelsen, Secretary

APPROVED:


Ines D'Ambrosio


Charles Simmons III


Sheldon Irish


Merton Wiechman