

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

**November 7, 2018**

The Board of Directors of High Prairie Farms Metropolitan District, Douglas County, Colorado, met on Wednesday, November 7, 2018, 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 8:04 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:

Richard R. Nelsen  
Mert Wiechman  
Sheldon Irish  
Roger Christensen  
Charles E. 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  
Brian Cassidy and Erik Isaacson of Toll Brothers Builders  
Jeff Willis of Berkeley Homes  
Ines D'Ambrosio, Melanie Robins and Barry Smith, homeowners in the District

**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 October 3, 2018 meeting. Following discussion and review, Director Nelsen MOVED, and Director Simmons SECONDED a motion to approve the minutes of the October 3, 2018 meeting as presented. Upon a roll call vote, Directors Nelsen, Irish, Wiechman, Simmons and Christensen voted "AYE." The motion was declared PASSED.

The Board noted that Brian Cassidy and Erik Isaacson of Toll Brothers Builders and Jeff Willis of Berkeley Homes were in attendance to discuss signage for builders in the new filings. Director Christensen MOVED and Director Irish SECONDED a motion to take this issue out of order at 8:10 AM. Upon a roll call vote, Directors Nelsen, Simmons, Wiechman, Christensen and Irish voted "AYE."

Mr. Cassidy, Mr. Isaacson and Mr. Willis indicated that the signs were to direct potential purchasers to each of their filings. They are not looking to change the number of the existing signs but would like to change some of the locations of the signs. They presented a prototype of the sign and potential locations. They propose signs listing all of the builders and the developer. They will be back to provide a prototype and update the signage based upon comments made by the Board members and after talking with the developer and Richmond Homes who have not yet been approached on this concept. Nothing was approved by the Board.

The Board returned to regular session at 8:45AM

**Payment of Bills:**

The disbursement schedule is for invoices currently due in the amount of \$34,400.58, interim checks in the amount of \$24,300.24 and the payment of the directors' fees for the current meeting. Mr. Collins presented the Financial Statement as of September 30, 2018 and updated schedule of cash position as of November 7, 2018. Following discussion and review, Director Christensen MOVED and Director Irish SECONDED a motion to accept the Financial Statement as of September 30, 2018 and updated schedule of cash position as of November 7, 2018 as presented and approve payment of the invoices currently due in the amount of \$34,400.58, and ratify the payment of interim checks in the amount of \$24,300.24 and for the payment of the directors' fees for the November 7, 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.

**Budget Discussion/Work Session:**

Mr. Collins then reviewed the proposed budget and answered questions from the Board.

**Budget Hearing:**

The President opened the public hearing on the budget for 2019 at 10:31AM and noted that the budget had been duly published, no written objections had been received, and that no



members of the public were present to comment on the budget. At 10:33 AM following brief discussion, the President closed the public hearing. Mr. Collins presented the Board members with a final draft of the Budget, subject to recertification by Douglas County. The Board authorized Mr. Collins to make any changes necessary based upon the recertification subject to review by Ms. Elkins.

Following review and discussion, Director Christensen MOVED and Director Simmons SECONDED a motion to approve and adopt Resolution No. 2018-2, summarizing expenditures and revenues for the District and adopting a budget for the calendar year 2019. Upon a roll call vote, Directors Nelsen, Simmons, Irish, Christensen and Wiechman voted "AYE." The motion was declared PASSED.

Following review and discussion, Director Christensen MOVED and Director Simmons SECONDED a motion to approve and adopt Resolution No. 2018-3, appropriating sums of money for the 2019 budget year. Upon a roll call vote, Directors Nelsen, Simmons, Irish, Christensen and Wiechman voted "AYE." The motion was declared PASSED.

Following review and discussion, Director Christensen MOVED and Director Simmons SECONDED a motion to approve and adopt Resolution No. 2018-4, levying general property taxes for the year 2019 to help defray the costs of government for the district for the 2019 budget year. Upon a roll call vote, Directors Nelsen, Simmons, Irish, Christensen and Wiechman voted "AYE." The motion was declared PASSED.

### **Old Business:**

**Security Coalition:** Director Irish turned in the January calendar for patrols to Deputy Adams. Patrols were done but there is no report at this time.

**School District Property:** Ms. Elkins reported that she had provided Douglas County and the School District copies of the proposed improvements but had not yet received any response.

**Entryway Beautification:** Mr. Black reported that he had plans for the entryway beautification from J R Sprinklers. Their proposal was for \$22,000 for the entirety of the east and west medians while the bid from American was for 1/3 of the west median and was for \$10,000. Mr. Black reported that the JR design was different from American's bid noting that he felt that some the planting material and ground cover was not appropriate for the location on S. Pinery Parkway. The Board would like time to review the proposals before making any decision. The Board will revisit the contracts in January and hope to do the work in the spring.

**Timbers Creek Update:** Director Nelsen provided the Board with an update. Nothing of significance is new. Urban Drainage and Muller will be at the Board meeting in December with an update in more detail. There will be more information for funding at that meeting. A

pre-board meeting is planned to discuss the presentation to the Board. Director Nelsen and Ms. Elkins will attend the meeting.

**Majestic Oak Erosion Issue:** Ms. Elkins reported that there is no strong legal basis to pursue legal action against the homeowners. The Board requested her to draft a letter to the homeowners regarding various landscaping encroachments onto District property and request that they enter into a letter agreement for the maintenance of any landscaping and removal of any dead trees or landscaping if it occurs. It was also reported that it appears that Douglas County will be doing the erosion control.

**New Business:**

**Signage for Builders:** Taken out of order.

**Complaints from Homeowners:** The Board discussed the concerns raised by homeowners on Scenic Pines as a result of the maintenance that cleaned out the detention ponds in that area. Reseeding will occur in the spring. Dredging will be needed periodically. Homeowners were complaining of snakes and mosquitoes. Mr. Black and Direction Nelsen investigated and there did not appear to be mosquitoes. Snakes were likely more noticeable when the debris and plant growth was removed to dredge and clean out the ponds. The Board reviewed Mr. Carmann's comments regarding the work done. The Board will likely get comments and complaints from homeowners when the maintenance is done to the detention ponds within the District because the existing vegetation will appear barren and unsightly until new seeding takes hold.

High Prairie Tree and Turf cleaned out the pond and completed tree mitigation near Cistena Way in Filing 22.

**Manager's Report:** Kenny Black reported as follows:

- Christmas lights will be completed shortly. The lights will be placed by the same company that the District used in 2017 but he noted that they changed their name to Sav-A-Tree. The District prepaid for the work.
- Mr. Black will request a bid from Oscar on the rock wall on Autumn Oak. Director Christensen noted that the HOA engaged American to do a design for the entryway.
- Mr. Black will also get a bid from JR on the improvements on the School District property.
- Mr. Black will talk with Dave Perkins, representative for the Developer about doing an extension of the sidewalk at Majestic Oak and Ponderosa to see if the District and Developer can cost share the improvement.


**Other Business:**

Director Irish stated that Jeremy Larabee reported that he is still working towards making the land swap.

Ms. Elkins reported that she received a referral from the County on Filing 30B. Director Nelsen and Mr. Carmann have reviewed the referral. Ms. Elkins will file a response by November 29, 2018, the deadline date.

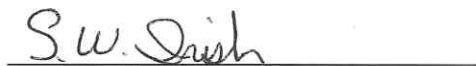
**Adjournment:**


There being no further business to come before the Board of Directors, the meeting was adjourned at 10:41 AM. The next meeting is scheduled for December 5, 2018 at 8:00 AM at the Water District.

  
Charles E. Simmons, III, Secretary

**APPROVED:**

  
Richard R. Nelsen

  
Sheldon Irish

  
Roger Christensen

  
Merton Wiechman