

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

**September 4, 2019**

The Board of Directors of High Prairie Farms Metropolitan District, Douglas County, Colorado, met on Monday, September 4, 2019, at the Pradera Fire Station, 6120 Bridle Path Lane, Parker, Colorado. The meeting was called to order by President Richard Nelsen at 8:05 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  
Sheldon Irish  
Roger Christensen  
Mert Wiechman

Charles E. Simmons III, arrived late at 8:22 AM

Also present were:

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  
Matt Miller, Manager of the District  
Tyler Rosburg, ICON, Engineers for the District  
Melanie Robins and Bob Gall, 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 August 19, 2019 continued regular meeting. Following discussion and review, Director Nelsen MOVED, and Director Irish SECONDED a motion to approve the minutes of the August 19, 2019, continued meeting as presented. Upon a roll call vote, Directors Nelsen, Irish, and Christensen voted "AYE" and Director Wiechman "ABSTAINED". The motion was declared PASSED.

**Payment of Bills:**

Ms. McLaughlin reported that since the last meeting was only two weeks prior, there was no updated financial reports nor any bills to be paid at this time.

Director Simmons joined the meeting at 8:22 AM.

**Old Business:**

**Timbers Creek Update:** Director Nelsen reported that the Stakeholders meeting was held on August 27, 2019 and Directors Nelsen and Wiechman, and Susan Elkins attended. The discussions centered around the bid from Naranjo, contractor for the project, that was in excess of the projected costs of the engineers and the potential to cut back on the work to fit the funds available for the improvements. Brad Robenstein from the County indicated that the County will likely have more funds available but the amount would not be known until closer to the end of the year. The funds would come from funds budgeted that were not used and would be available in January. Director Nelsen reported that the District had spoken to the Water District for a contribution of \$39,000 which would be attributable to work which would be provided to protect the Water District's sewer line that was at risk for exposure from the erosion of Timbers Creek. No decision has been made at this time. Ms. Elkins will contact Kurt Bauer of UD to discuss the benefit to the Water District with Ms. Beasley and/or the Water Board if necessary. UD drainage also reported that more funds were available from other sources within the UD budget. The cost estimate of Naranjo exceeded the estimates supplied by the engineers. It was determined that the project could move forward based on the projected funding. Director Wiechman also discussed some cost savings that could occur if the trail and culvert were only 10 feet wide rather than 12 feet. Given those revenue sources it was determined that it was not necessary to cut back on the work and the engineers would make the changes discussed. Naranjo reported that the necessary logs would have to be ordered and would necessitate a start date in October. Naranjo was directed to order the Douglas Fir logs (6-9 week lead time) necessary to begin the project. Another meeting was scheduled for later in September. Director Wiechman continued to express his concerns about the design and will follow up with UD and Muller as appropriate.

**District Off Duty Patrol Update:** Director Irish reported that there was nothing to report. Board members commented that they had seen routine patrols in the area frequently and no big issues have come up. The Board will continue to evaluate whether extra patrols would be requested as it appears that there are fewer off duty deputies available and there have not been as many complaints though there are still complaints from the HOAs about speeding.

**School District Property:** Director Simmons reported that he was advised that the County would like a Presubmittal Review Request for the improvements the District would like to make to the property. Director Simmons, Matt Miller and Susan Elkins will attend the meeting.

**Damage by DC Snow Plows to District Property:** Matt Miller reported that he had not yet received payment for the work to correct the damage caused by the snow plows. Ms. Elkins will continue to pursue resolution of this claim.

**Update to District Map:** Ms. McLaughlin is continuing to work on this.

**Autumn Oak Entryway:** Matt Miller indicated that work on the entryway started yesterday and would be completed by Friday. It would take 1- 2 weeks for the signage. The project was coming in below budget. Director Christensen would follow up with the HOA for their contribution to the project.

**New Business:**

**Contact the District & Website Usage:** Ms. McLaughlin summarized the contact and resolution of the issues raised. Nothing else to report.

**Pond Entryway Beautification Update:** Mr. Miller gave an update on the trees and made some changes to the trees to be purchased after consulting with Ray Hardy of High Prairie Tree. Following discussion and review, Director Wiechman MOVED, and Director Christensen SECONDED a motion to authorize Mr. Miller to purchase additional trees for both locations for a price not to exceed \$5,000. Upon a roll call vote, Directors Nelsen, Irish, Wiechman, Christensen and Simmons voted "AYE". The motion was declared PASSED.

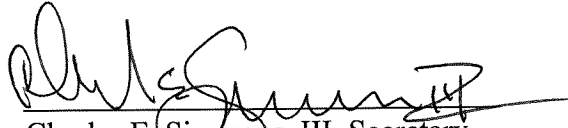
**Fox Sparrow Park Improvements:** The Board recommended that Mr. Miller remove the dead plants, cap drip lines and add rocks, if necessary.

**2020 Budget Appointment of a Budget Officer:** Ms. Elkins suggested that the Board consider appointing a budget officer. Following discussion and review, Director Simmons MOVED and Director Irish 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:**


- Mr. Miller discussed that the last cottonwood in the open space at HPF at the Lake was cut down. He has ground up the wood.
- A bid for the Entryway Christmas tree lights is \$8,383 which is the same bid as last year. The Board noted that with the improvements, more lights may be needed. Following discussion and review, Director Nelsen MOVED and Director Irish SECONDED a motion to approve the bid for the Christmas tree lights. Upon a roll call vote, Directors Nelsen, Simmons, Christensen, Wiechman, and Irish voted "AYE." The motion was declared PASSED.


**Adjournment:** There being no further business to come before the Board of Directors, the meeting was adjourned at 9:55AM. The next meeting is scheduled for October 2, 2019 at 8:00 AM at the Pradera Fire Station.

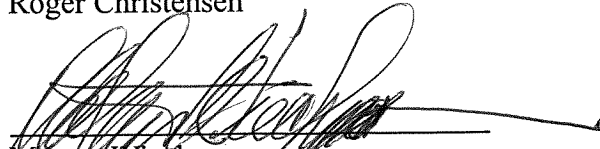
  
Charles E. Simmons, III, Secretary

APPROVED:

  
Richard R. Nelsen

  
Sheldon Irish

  
Roger Christensen

  
Merton Wiechman