

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

**July 1, 2020**

The Board of Directors of High Prairie Farms Metropolitan District, Douglas County, Colorado, met on Wednesday, July 1, 2020, at the home of Roger Christensen, Board Member, 9140 Windhaven Drive, Parker, CO. 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.

The following Directors were present:

Sheldon Irish  
Roger Christensen  
Charles E. Simmons III  
Richard R. Nelsen  
Mert Wiechman was absent and excused from the meeting

Also present were:

Kevin Collins, Accountant and Kim Herman, District Manager of Clifton Larson Allen LLP (CLA)  
Susan L. Elkins, of Susan L. Elkins, L.L.C., attorney for the District  
Matt Miller, Manager of the District  
Bob Gall, Homeowner

Ms. Elkins responded to questions regarding an "excused absence" noting that an unexcused was a failure to be present without a good cause.

**Disclosure of Potential Conflicts of Interest:**

Each Director present has signed a disclosure statement which has been duly filed as required by statute. Since all Directors have conflicting interests, it was noted that participation by all Directors is 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 June 3, 2020 regular meeting and the June 3, 2020 continued meeting. Following discussion and review, Director Irish MOVED, and Director Nelsen SECONDED a motion to approve the minutes of the June 3, 2020, regular meeting and the June 3, 2020 continued meeting as presented. Upon a roll call vote, Directors Nelsen, Simmons, Irish, and Christensen voted "AYE". The motion was declared PASSED.

**Payment of Bills:** Mr. Collins reviewed the Financial Statement and Schedule of Cash Position updated as of May 31, 2020 and payment of claims on the disbursement schedule with the Board and answered any questions. The disbursement schedule is for invoices currently due in the amount of \$44,505.51 and the payment of the directors' fees for the current meeting. Following discussion and review, Director Christensen MOVED and Director Irish SECONDED a motion to accept the Financial Statement and updated Schedule of Cash Position and Statement of Revenues, Expenditures and Change in Net Position as presented and to approve payment of the invoices currently due in the amount of \$44,505.51 and for the payment of the directors' fees for the current meeting. Upon a roll call vote, Directors Nelsen, Christensen, Irish, and Simmons voted "AYE." The motion was declared PASSED. The Financial Statement and Disbursement Schedule are attached to these minutes.

**Old Business:**

**Timbers Creek Update:** Director Nelsen reported that the final walk-through was completed and the construction project is substantially completed. The irrigation is turned over to Matt Miller and the District. Director Nelsen noted that there was \$183,000 worth of plant material. It was noted that there was damage to the relatively newly resurfaced roads (Songbird & Chickadee) from the heavy equipment using the roads as access to the Timbers Creek project. Muller and Naranjo are looking into the issue of remediation and who is responsible for payment of the work.

**Update to the District Map:** Ms. Herman presented the final rendition of the map and it will be posted on the website.

**Speed Radar Sign Theft:** Mr. Miller reported that he is still attempting to get the sign but with COVID19 it has been difficult to connect with Carlos Zambrano, DC Traffic.

**Entryway Rock Wall Improvements:** Mr. Miller indicated the rock walls were completed.

**Tree Planting:** Mr. Miller is continuing to hold off on planting maple trees by the pond until later this season so that the one-year warranty will be late enough to be sure the trees have

survived the winter and into the spring. He is continuing to remove dead tress and has a bid from High Prairie Tree of approximately \$33,000-\$34,000. Many of the deciduous (old cottonwoods, etc.) trees are difficult to access and large and so special equipment is needed.

**Street Signs:** Nothing new to report.

**New Business:**

**Contact the District & Website Usage:** Ms. Herman updated the Board on the usage. The drone footage of Timbers Creek has been posted.

**Filing 27 and 29 Update on Transfer of Maintenance to HPFMD:** Mr. Miller reported that the County was ready to sign off on the project and release the bond. Mr. Miller has discussed with Dave Perkins the need to guarantee the work at the detention pond behind the sales trailer. They are in agreement and will draft something for Ms. Elkins' review.

**Tour:** The Board discussed the viability of the annual tour during COVID and determined that as it will be outside that accommodations can be made to keep social distancing so at this time the Tour is still scheduled for 9/2/2020 after the regularly scheduled board meeting.

**Board Positions:** Ms. Elkins indicated that within the next few months there will be board vacancies. Director Simmons' home is on the market and once it is sold he will not qualify to be a director. Director Wiechman has indicated because of COVID and reduction in staff in his office, he has been unable to attend meeting and is unsure when and if he will be able to attend so he suggested that the Board look for a candidate to replace him. He would have been term limited in 2021. Director Christensen's 4-year term is up In May of 2021 and he is eligible for another term if elected. Director Irish will be term limited in May of 2021. Director Nelsen was appointed and his term is up at the time of the next election which is May of 2021. As a result, Ms. Elkins recommended that board members seek out homeowners that are registered voters as possible candidates for the board positions. It is likely that the Board may need to seek out candidates for Director Wiechman and Director Simmons before May of 2021.

**Median to Equestrian Center:** Mr. Miller spoke with Jeff, the property manager for the Equestrian Center who indicated that they do not have an objection to improving the median. Given COVID the Equestrian Center, he reported that the Center was not able to generate enough revenue to keep up with the maintenance of the Center and so does not have any funds to contribute. The Pinery Filing 8B also has no funds to contribute. Matt will contact Douglas County to see if permits are required for any proposed median improvements.

Ms. Elkins noted that with Director Wiechman's absences and the fact that COVID and the timing of the May meeting, Director Simmons was not sworn in for the May or June meeting. Director Nelsen was not appointed until the May meeting and he was not sworn in for the June

meeting. There was no quorum for the May and June meetings therefore Ms. Elkins requested that the board review those minutes again to ratify the actions taken at those meetings. Mr. Nelsen and Mr. Simmons were present at those meetings and have reviewed them. Following discussion and review, Director Nelsen MOVED, and Director Irish SECONDED a motion to approve to ratify all actions taken at the May 6, 2020 regular meeting and the June 3, 2020, regular meeting and the June 3, 2020 continued meeting as presented. Upon a roll call vote, Directors Nelsen, Simmons, Irish, and Christensen voted "AYE". The motion was declared PASSED.

**Manager's Report:**

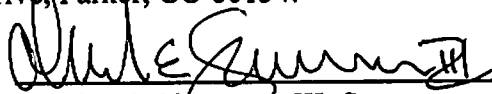
Mr. Miller reported that he is in process of cleaning up retention ponds, installing the last 2 benches along the walking paths. He noted that the District maintenance truck that is on order is being shipped and should arrive in early August. Once it has arrived, he will look to sell the current truck. Mr. Collins will be given the paperwork for the sale.

Director Irish questioned whether there is a need for meeting every month. The Board determined that at this time to keep meeting every month and if there is no pending matter that the meeting could be cancelled. Given the need to fill Board positions, it may be necessary to meet in August.

**Other Business:**

The next scheduled meeting is August 5, 2020. Director Christensen volunteered hosting the meeting again on his covered patio so there can be social distancing. Ms. Herman will post the meeting on the website. The address is 9140 Windhaven Drive.

**Adjournment:** At 10:03 AM the meeting was adjourned. The next regular meeting is scheduled for August 5, 2020 at 8:00 AM which will be outside on the patio of Director Christensen's home, located at 9140 Windhaven Drive, Parker, CO 80134.

  
Charles E. Simmons, III, Secretary

APPROVED:

  
Richard R. Nelsen

  
Roger Christensen

Merton Wiechman