

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

**March 4, 2020**

The Board of Directors of High Prairie Farms Metropolitan District, Douglas County, Colorado, met on Wednesday, Wednesday March 4, 2020, at the Timbers Sales Office, 9055 S. Pinery Parkway, 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.

The following Directors were present:

Richard R. Nelsen  
Sheldon Irish  
Roger Christensen  
Charles E. Simmons III

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 and Ashleigh Farrell, Homeowners in the District

**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 February 5, 2020 continued regular meeting. Following discussion and review, Director Nelsen MOVED, and Director Simmons SECONDED a motion to approve the minutes of the February 5, 2020, regular 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 Schedule of Cash Position updated as of February 28, 2020 with the Board and answered any questions. The disbursement schedule is for invoices currently due in the amount of \$53,345.39 and the payment of the directors' fees for the current meeting. Mr. Collins also provided an updated Schedule of Cash Position and Statement of Revenues, Expenditures and Change in Net Position. Following discussion and review, Director Christensen MOVED and Director Irish SECONDED a motion to accept updated Schedule of Cash Position and Statement of Revenues, Expenditures and Change in Net Position, to approve payment of the invoices currently due in the amount of \$53,345.39 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 Statemen, Disbursement Schedules and are attached to these minutes.

**Old Business:**

**Timbers Creek Update:** Director Nelsen gave the Board an update on the progress of the project thus far. Dewatering continues to be an issue and the flexible tubing had to be supplemented and additional piping installed. Deer fencing around the planting areas will also be needed to protect the new plants. These additional charges will increase the cost of the project and will use monies in the reserves. Mr. Miller investigated the cost of providing water to the new plantings and estimates the cost to be about \$625 per month. Mr. Miller with contact Mr. Richard Kurlish at the Pinery Water Department to see if there is a way for the Water District to waive fees or otherwise reduce the water costs.

**District Off Duty Patrol Update:** Director Irish has not heard back from Deputy Adams about any extra patrols.

**Update to the District Map:** Ms. Herman reported that she is in touch with the Developers contractor, Plan West, and has an updated map that the Timbers is using. The Board noted that Filing 1A and HPF at the Lake are not on the map and that some of the data appears to be inaccurate. She will continue her dialogue to get an accurate map for the Website and for the Board to use at meetings.

**Status of Singletree Fence/Tree Damage:** Mr. Miller indicated that he received payment from the homeowners' insurance for the damages to the white fencing and the uprooting of a large Ponderosa Pine tree. The fence has been repaired and he will purchase a tree once a location has been decided. Ms. Farrell, a homeowner from Filing 1A, mentioned that the

homeowners in Filing 1A would like to see trees along Singletree. Mr. Miller and the Board discussed the fact that trees had been planted along Singletree when construction started in that filing in the late 1980's and early 1990's but many of the trees died. Most were replaced and a watering system put in but most of the trees slowly died over time. The soil is bad and the tree varieties may not have been appropriate. The Board advised Ms. Farrell of a joint effort of the HOAs and the District to enhance or replace landscaped entryways or areas within the filings by both the HOA and District contributing funds. Ms. Farrell will talk with Director Christensen about a recent joint effort between the District and Filing 26, 27 & 28.

**Speed Radar Sign Theft:** Director Nelsen reported that Filing 23 HOA was comfortable with the District sharing the remaining speed radar signs along S. Pinery Parkway. The Board reassessed filing a claim and instructed Ms. Herman and Mr. Collins to pursue a claim. Following discussion and review, Director Christensen MOVED, and Director Nelsen SECONDED a motion to pursue the claim with the District's insurance carrier. Upon a roll call vote, Directors Nelsen, Simmons, Irish, and Christensen voted "AYE". The motion was declared PASSED. Director Nelsen will also discuss with Carlos Zambrano the decision to move the sign within the District along S. Pinery Parkway and Filing 23.

**Entryway Rock Wall Improvement:** Mr. Miller indicated that two entryway wall reconstructions along S. Pinery Parkway were almost complete and look very nice. He presented another bid for from Absolute Design and Landscape for the final entryway work at Sage Thrasher and Fox Sparrow for repairing rock walls for \$20,150. Following discussion and review, Director Irish MOVED, and Director Nelsen SECONDED a motion to approve the bid from Absolute Design and Landscape for \$20,150. Upon a roll call vote, Directors Nelsen, Simmons, Irish, and Christensen voted "AYE". The motion was declared PASSED.

**New Business:**

**Contact the District & Website Usage:** This item was not on the agenda this month.

**Tree planning:** Mr. Miller indicated that he could give the District 10-12 trees from his property that he is developing. The cost to move the trees is approximately \$500-\$600 per tree to move them on District owned property or the School District property. The estimated total is approximately \$6,000. Following discussion and review, Director Christensen MOVED, and Director Irish SECONDED a motion to authorize Mr. Miller to contract to move the trees to District property for a cost not to exceed \$6,000. Upon a roll call vote, Directors Nelsen, Simmons, Irish, and Christensen voted "AYE". The motion was declared PASSED. Director Simmons noted that the Board had budgeted the planting of some deciduous trees along the perimeter of the School District property alternating with pine trees. Following discussion and review, Director Simmons MOVED, and Director Nelsen SECONDED a motion to authorize Mr. Miller to purchase and plant deciduous trees along the perimeter of the school district property for a cost not to exceed \$3,500. Upon a roll call vote, Directors Nelsen, Simmons, Irish, and Christensen voted "AYE". The motion was declared PASSED.

**Election Update:** Ms. Elkins reported that she had received Charles Simmons self-nomination form for the vacant board position and no others. Therefore, since there were no more candidates than Board positions, the election will be cancelled.

**Other Business:**

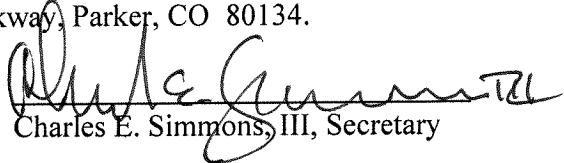
**Signage in the New Filings:** Ms. Elkins provided the Board with the invoices for the costs of upgrading the street signage in the new filings for a total cost to the District of \$24,835. The Board discussed the pros and cons on continuing to upgrade the signage and decided for continuity within the District and in accordance with the District's mission statement the District will continue the upgrading. Following discussion and review, Director Irish MOVED, and Director Christensen SECONDED a motion to pay for the upgraded signage in the new filings in the amount of \$24,835. Upon a roll call vote, Directors Nelsen, Simmons, Irish, and Christensen voted "AYE". The motion was declared PASSED.

**School District Property:** Director Simmons made contact with Matt Williams from Douglas County as suggested by Commissioner Layden and determined that an erosion report from the District's engineers would help move this project along. He contacted Troy Carmann of ICON Engineering (District's Engineers) and requested that he provide a report on the impact of the proposed improvements suggested for the property and specifically regarding the walking paths permeability and erosion concerns. Mr. Carmann provided a letter report which Director Simmons will give to Matt Williams to allow the project to move forward without incurring more fees and roadblocks from the County.

**Appreciation for Kenny Black's Service:** Ms. Elkins indicated that based upon the direction from the Board to acknowledge the service that Mr. Black and his family has provided to the District through decades of diligent stewardship of the District property maintenance and management she requested input from Board members. One thought was to commemorate the Blacks with a plaque in the open space or by the entryway lake (fountain pond). The Board discussed placing a decorative bench with a plaque commemorating the years of service with a goal of doing that at the Spring Tour and inviting Kenny and Sandy to the lunch. The Board also discussed placing benches along the walking paths within the District. Mr. Miller will look into options and costs.

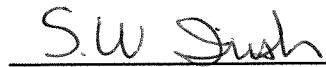
**Signage in the District:** Mr. Miller indicated that much of the traffic signage in the District was in bad shape and faded. It was the understanding of the District that the County was responsible for the signage and the District was only responsible for the decorative hardware. Mr. Miller indicated that Carlos Zambrano, the County's sign maintenance manager, indicated that the District was responsible for everything including the sign panels as well. Ms. Elkins has been in contact with Janet Herman, Douglas County Engineer. A meeting is being scheduled to discuss the issue.


**Adjournment:** There being no further business to come before the Board of Directors, the meeting was adjourned at 10:56 AM. The next meeting is scheduled for April 1, 2020 at 8 AM at the Timbers Sales office 9055 S. Pinery Parkway, Parker, CO 80134.

  
Charles E. Simmons, III, Secretary

APPROVED:

  
Richard R. Nelsen

  
Sheldon Irish

  
Roger Christensen

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Merton Wiechman