

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

**December 4, 2019**

The Board of Directors of High Prairie Farms Metropolitan District, Douglas County, Colorado, met on Wednesday, December 4, 2019, at the Pradera Fire Station, 6120 Bridle Path Lane, Parker, Colorado. The meeting was called to order by President Richard Nelsen at 8:09 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

Mert Wiechman left the meeting at 10:15 AM

Also present were:

Kevin Collins and Kim Herman 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  
Kenny Black, Consultant to the District  
Bob Gall and Melanie Robins, 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. 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 November 6, 2019 regular meeting. Following discussion and review, Director Irish MOVED, and Director Nelsen SECONDED a motion to approve the minutes of the November 6, 2019, regular meeting as presented. Upon a roll call vote, Directors Nelsen, Simmons, Irish, Wiechman and Christensen voted "AYE". The motion was declared PASSED.

**Payment of Bills:** Mr. Collins reviewed the 2019 financial statement updated as of October 31, 2019 with the Board and answered any questions. The disbursement schedule is for invoices currently due in the amount of \$34,501.45 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 as of October 31, 2019 as presented and approve payment of the invoices currently due in the amount of \$34,501.45 and for the payment of the directors' fees for the current meeting. Upon a roll call vote, Directors Nelsen, Christensen, Wiechman, Irish and Simmons voted "AYE." The motion was declared PASSED. The Financial Statement and Disbursement Schedules are attached to these minutes.

**Budget Update:**

Mr. Collins then reviewed and discussed the 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.

**Old Business:**

**Timbers Creek Update:** Director Nelsen reported that the on-site preconstruction meeting took place on November 18, 2019 with representatives of the stakeholders and Jake Muller, Inspector for Douglas County present. The Federal 404 Permit has not yet been issued to Muller but Muller was advised by the Army Corp of Engineers that it would be delivered imminently. The Board discussed the need for the Contractor to communicate with the Pinery Water District so that the Water District doesn't discharge water into the Creek without checking with the Contractor. Director Wiechman asked about final drawings and will follow up with Muller Engineering or check the Dropbox to see if the final drawings are posted. Director Nelsen reported that the next construction meeting will be held on December 18, 2019 at 10:00 AM in the field on Songbird Way or at the Timbers Sale Office depending on weather. The Board also asked that Mr. Miller set up communication with Naranjo so that he can relocate appropriate trees that will need to be removed during construction. Director Christensen suggested that the Board authorize Mr. Miller to contract up to \$10,000 for tree relocation if

viable trees are available and too big for the District equipment. Following discussion and review, Director Christensen MOVED, and Director Irish SECONDED a motion to authorize Mr. Miller to spend up to \$10,000 for tree relocation services during the construction. Upon a roll call vote, Directors Nelsen, Simmons, Irish, Wiechman and Christensen voted "AYE". The motion was declared PASSED.

Mr. Miller volunteered to do a weekly video of the work being done to be posted on the Website. The Board will also do frequent updates for the Website and NextDoor.

**District Off Duty Patrol Update:** Director Irish indicated that there had been no patrols as the Sheriff's Department had no off-duty officers volunteered to do the extra patrols.

**School District Property:** Ms. Elkins was directed to remove this item from the agenda. Director Simmons will bring up the issues and problems with Commissioner Layton when he meets with him in the future.

**New Business:**

**Contact the District & Website Usage:** Ms. Herman indicated that there was a 14% increase in the Website usage. It is hoped with the interest in the Timber Creek project that homeowners will begin to use the Website for information. Ms. Herman uploaded Director Nelsen's write up about Timbers Creek work during this meeting.

**Updates to Directory/Disclosure Letters:** Ms. Elkins distributed the Directory and Disclosure letters for any updates or revisions and signatures.

**Miller Land Management Contract:** Ms. Elkins presented the contract for Miller Land Management for 2020. Mr. Miller presented the addendum to the contract for the additional work being transferred to the District as a result of development in the new filings. The Board discussed the additional items and added a few more. Mr. Miller will provide Ms. Elkins a final addendum to attach to the contract. Following discussion and review, Director Irish MOVED, and Director Nelsen SECONDED a motion to approve the contract as presented with the addendum to reflect the discussions. Upon a roll call vote, Directors Nelsen, Simmons, Irish, Wiechman and Christensen voted "AYE". The motion was declared PASSED.

**SLE LLC Contract:** Ms. Elkins then presented her contract for 2020 noting that the only change was that it would automatically renew year to year unless there were changes. Following discussion and review, Director Irish MOVED, and Director Simmons SECONDED a motion to approve the contract as presented. Upon a roll call vote, Directors Nelsen, Simmons, Irish, Wiechman and Christensen voted "AYE". The motion was declared PASSED.

**Mylars 30B and 31:** Ms. Elkins presented the Mylars for Filings 30B and 31 which had been reviewed by the District Engineer, Troy Carmann. Mr. Carmann found that there was

no reason to not accept the mylars. Following discussion and review, Director Nelsen MOVED, and Director Irish SECONDED a motion to authorize President Nelsen and Secretary Simmons to sign the mylars as presented. Upon a roll call vote, Directors Nelsen, Simmons, Irish, Wiechman and Christensen voted "AYE". The motion was declared PASSED.

**Singletree Fence /Tree Damage:** Matt Miller reported that during the snowstorm a vehicle ran off the road and into the fence and destroyed a 16-foot Ponderosa pine. The police were called and Mr. Miller has requested the police report so the District can make a claim for the damages including a tree replacement. The Board authorized Mr. Miller to make the claim once the police report is received.

**Singletree Fence/Tree Damage:** Director Nelsen reported that Douglas County will make the repairs to damage caused by their snow plows at the south end of Fox Sparrow Rd. on the median island including two signs.

**Speed Radar Sign Damage:** Director Nelsen has been in contact with Carlos Zambrano, Douglas County Traffic Engineer, and after investigation it is believed that someone stole a radar sign. Matt Miller will file a police report and provide it to Nancy Bach at Kevin Collin's office to make a claim to replace what was stolen.

Director Wiechman left the meeting at 10:15AM.

**Manager's Report:** Mr. Miller discussed the all-terrain vehicle trespass and usage in the District open space. Mr. Miller will put up 5 signs and continue to try to identify and report the usage. It was suggested that this be posted on NextDoor. The Board then discussed the dog station locations and violations by homeowners by either not picking up dog waste or leaving the bags along the trails. Director Nelsen agreed to write articles to post on the website and NextDoor.

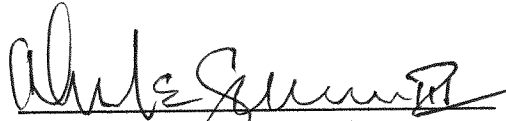
The Board discussed adding lights to the Timbers sign at the south side of the intersection of Singletree and South Pinery Parkway to mirror the lights on the north side. Mr. Miller will investigate the cost of doing so.

Mr. Miller suggested removing the dying cottonwood tree by the pond and discussed with High Prairie Tree and Turf its removal for approximately \$2,900. Following discussion and review, Director Christensen MOVED, and Director Irish SECONDED a motion to authorize Mr. Miller to engage High Prairie Tree and Turf to remove the dying cottonwood by the pond for approximately \$2,900. Upon a roll call vote, Directors Nelsen, Simmons, Irish and Christensen voted "AYE". The motion was declared PASSED.

Mr. Miller is still seeking bids for the rock wall by the entrance and will get bids using rhyolite and granite materials.


**Other Business:** None


**Adjournment:** There being no further business to come before the Board of Directors, the meeting was adjourned at 10:25 AM. The next meeting is scheduled for January 1, 2020. The Board agreed to continue that meeting until January 13, 2020 at 8:00 AM at the Pradera Fire Station.

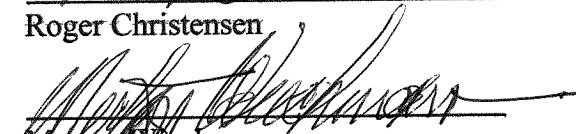
  
Charles E. Simmons, III, Secretary

APPROVED:

  
Richard R. Nelsen

  
Sheldon Irish

  
Roger Christensen

  
Merton Wechman