

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

**April 1, 2020**

The Board of Directors of High Prairie Farms Metropolitan District, Douglas County, Colorado, met on Wednesday, April 1, 2020, via videoconferencing. The meeting was called to order by President Richard Nelsen at 8:16 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

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

**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.

President Nelsen was having difficulty with his audio so Director and Vice President Irish presided over the meeting until audio was available as noted below.

Ms. Elkins then presented the Resolution of the Board of Directors of the High Prairie Farms Metropolitan District Declaring Emergency Procedures and Authorizing Teleconferencing for Regular and Special Meetings as a result of the state of emergency declared by the Governor of the State of Colorado and the threat of the COVID-19 coronavirus poses to the health, safety and welfare of the citizens of the State of Colorado. Following discussion and review, Director Simmons MOVED, and Director Irish SECONDED moved to adopt the Resolution of the Board of Directors of the High Prairie Farms Metropolitan District Declaring Emergency Procedures and Authorizing Teleconferencing for Regular and Special Meetings as presented. Upon a roll call vote, Directors Nelsen, Simmons, Irish, Wiechman and Christensen voted "AYE". The motion was declared PASSED.

**Approval of Minutes:**

Each Director present acknowledged receipt of a copy of the minutes of the March 4, 2020 regular meeting. Following discussion and review, Director Christensen MOVED, and Director Simmons SECONDED a motion to approve the minutes of the March 4, 2020, 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 Financial Statement and Schedule of Cash Position updated as of February 28, 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 \$95,718.66 and the payment of the directors' fees for the current meeting. Following discussion and review, Director Irish MOVED and Director Christensen 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 \$95,718.66 and for the payment of the directors' fees for the current meeting. Upon a roll call vote, Directors Nelsen, Christensen, Irish, Wiechman 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 gave the Board an update on the progress of the project thus far. It is anticipated that the work will be completed in April. Pictures of the work in progress were shared and discussed. The Amendment D to the contract as discussed in prior meetings was signed to show the additional monies contributed by Douglas County and HPF (funds from the Pinery Wastewater and Water District attributable to additional work to protect a sewer line). The cost of the project is beyond what was budgeted as a result of the dewatering, fencing to protect vegetation, and other unanticipated issues. Director Nelsen will follow up to determine if the increased costs will be taken from the maintenance budget. An email from Kurt Bauer, Urban Drainage, indicated that to date the project is \$14,000 over the original projections. Updated spreadsheets will be requested.

**District Off Duty Patrol Update:** Director Irish has not heard back from Deputy Adams about any extra patrols. This item will be removed from the agenda until patrols are available.

**Update to the District Map:** Ms. Herman reported that she has not found a map that is accurate and will continue to work Mr. Miller to be sure the information on the map is up to date prior to any map being posted online.

**Status of Singletree Fence/Tree Damage:** Mr. Miller has not made the determination of the location of the replacement tree. He will advise the Board when it is planted. This item will be removed from the agenda. Mr. Miller will talk with Ashleigh Farrell, from Filing 1A for placement of the tree.

President Nelsen's microphone began working and he took over presiding the meeting at this time.

**Speed Radar Sign Theft/Traffic Signs:** Director Nelsen reported he, Mr. Miller and Ms. Elkins met with Carlos Zambrano and Janet Herman to discussed the street signs (see below) and also discussed the District's interest in replacing the stolen speed reader with flashing lights and a read-out on the driver's speed. While Mr. Zambrano originally insisted that the County move the speed readers and store the signs when they were first installed, he now does not have the time or staff to do so and requested that the District take over the movement of the speed readers and storage. Mr. Zambrano will work with the District and allow the District access on the County right of way to safely move the sign. Mr. Miller will have the appropriate lighting on the vehicle that will be on the right of way.

Many of the street signs in the District are fading and have lost their reflective quality. When the District upgraded the posts and signage, the County understood that the District would also take on the maintenance of the signs. The District understood that all the upgraded posts and signage would be done by the District but that the normal signage (stop signs, caution signs, and any signage not upgraded) would be done by the County with the District only being responsible for the upgrades. An agreement was reached between the District and the County that the County would provide the signs and the District would do the replacement of the traffic signs. Ms. Herman will clarify this agreement in the IGA and send it to Ms. Elkins for comment and signing.

**Entryway Rock Wall Improvement:** Mr. Miller indicated that entryway wall reconstructions along S. Pinery Parkway are progressing. Mr. Miller indicated that the invoice for payment from the Absolute Design and Landscaping is for work not yet completed so that check should not be sent yet. President Nelsen reported that the walls were looking good.

**Tree Planting:** Mr. Miller will work with Director Simmons on the locations for the tree plantings from relocated trees from Mr. Miller's property and those being purchased. Director Simmons' meeting with the County on the school district property was postponed and is not rescheduled due to COVID-19.

**New Business:**

**Contact the District & Website Usage:** Ms. Herman reported that usage was down but people who accessed the site were on longer.

**Filing 30A Monument Lighting:** Director Nelsen was contacted by a homeowner from Filing 30A about the possibility of the District being responsible for lighting at the entryway. The Board suggested that the HOA be told to make a request to the Board with HOA partnering as has been done by other improvements to the entryway in other filings. Director Simmons recommended that the Board review this conceptually not piecemeal. Mr. Miller believes that solar lights could be installed for about \$600.00. The homeowner will be directed to Bob Gall and Director Christensen for help with the process.

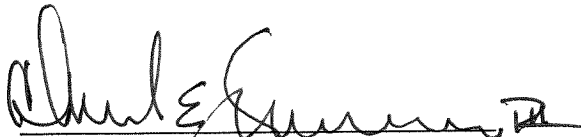
**Other Business:**

**Appreciation for Kenny Black's Service:** Mr. Miller presented a quote for a bench to be placed by the entryway pond. He priced the bench and had a mock up for a plaque. The Board wanted the sign to be larger than presented and placed on the bench. The Board was thinking about a sign that indicated that the "park is dedicated to" Kenny Black and family for their 27 years of dedicated service to the District".

As the Board was also interested in placing additional benches along the walking path, Mr. Miller looked at the reduced price if three were purchased which is \$300 per bench rather than \$395 if purchased separately. He would place the benches on a concrete slab. He suggested a couple of locations, one overlooking Timbers Creek and another along the path which the Board discussed. The Board agreed to the placements discussed during the meeting.


Mr. Miller also reported that he did some tree trimming around road signs that were obscured by tree limbs.

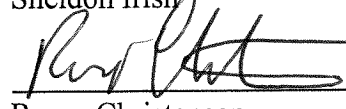
**Adjournment:** There being no further business to come before the Board of Directors, the meeting was adjourned at 10:06 AM. The next meeting is scheduled for May 6, 2020 at 8 AM which will be via videoconference unless the concerns for COVID-19 are no longer a threat.

  
Charles E. Simmons, III, Secretary

APPROVED:

  
Richard R. Nelsen

  
Sheldon Irish

  
Roger Christensen

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Merton Wiechman