

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

May 6, 2020

The Board of Directors of High Prairie Farms Metropolitan District, Douglas County, Colorado, met on Wednesday, May 6, 2020, via videoconferencing. The meeting was called to order by Vice - President Sheldon Irish 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

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
Richard Nelsen, former Director of the District

Ms. Elkins reported that Director Nelsen's term had expired so Vice-President Irish chaired the meeting.

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.

It was noted that Mark Nyhoff of Muller Engineering was present online to provide an update and answer questions on the status of Timbers Creek. Director Christensen MOVED and Director Irish SECONDED a motion to take this matter out of order at 8:05 AM. Upon a roll call vote, Directors Simmons, Christensen, and Irish voted "AYE". Mr. Nyhoff reported that project was beginning to look like it was coming to completion. The willow timbers are all installed, most of the disturbed land has been graded and blanketed. Naranjo was wrapping up the concrete trail. They are still working on some of the remaining irrigation and landscaping. The deer protection fencing is going in soon. The project is coming in within the available funding, with funding reserves being allocated to cover costs beyond the original budget. There were some things that were eliminated and other things had been added. Some cost savings were made to offset the unforeseen cost of dewatering. The Board requested that the spreadsheet prepared by Barb Chongtoua be updated so the Board could compare "apples to apples". Director Irish continued to be concerned about future remediation and sufficient funds for maintenance.

Ms. Elkins reported that Director Simmons was the only candidate for two Board positions so the election was canceled. The Board asked Richard Nelsen if he was willing to fill the vacancy for a 2-year term and he indicated that he would. Director Christensen MOVED and Director Irish SECONDED a motion to appoint Richard Nelsen to the vacant position. Upon a roll call vote, Directors Simmons, Christensen, and Irish voted "AYE".

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.

Approval of Minutes:

Each Director present acknowledged receipt of a copy of the minutes of the April 1, 2020 regular meeting. Following discussion and review, Director Simmons MOVED, and Director Christensen 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, 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 March 30, 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 \$79, 713.04 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 \$79,713,04 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.

Timbers Creek Update: Taken out of order

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. Ms. Herman expects that the map will be available for circulation to the Board in the next couple of weeks.

Speed Radar Sign Theft: Mr. Miller reported that Carlos Zambrano, Traffic Engineer for Douglas County, reported that the District's speed radar sign was located in an adjacent subdivision attached to a pole with zip ties. Because of the corona virus the District does not yet have possession of the radar sign. Ms. Herman was directed to hold off on the insurance claim until the sign can be reclaimed and checked for damages. Mr. Miller was directed to install the signs with a lock of sorts to prevent easy removal.

Entryway Rock Wall Improvement: Mr. Miller provided pictures of the finished repairs to the rock ways on Fox Sparrow and Sage Thrasher. Absolute Design will be back to repair the other wall. The Board indicated that they liked the work that was completed. Some landscaping and rocks will need to be completed to finish the project. The remaining wall will be completed this spring/summer.

Tree Planting: Tree relocating and planting has been done around the school district property and the Board was pleased with the work. These were trees that were relocated from Mr. Miller's property. He also planted some of the trees within the District. Mr. Miller is holding 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 intends to purchase the trees from the Sprucery as he is pleased with the pricing and quality of the trees that he purchased for the District.

Street Signs: Mr. Miller has replaced 62 signs and is waiting for further signs from the County to finish this project.

Filing 30A Monument Lighting: Nothing to report. This item will be removed from the agenda until the HOA takes further action.

New Business:

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

5301 Pinon Jay Encroachment Dog Fence in Open Space: Director Irish and MS. Elkins reported that the owner was notified of the encroachment and will have the fence installed within their property lines. The homeowners indicated that they did not know that they were not within their property lines. They will have this remedied by 05/12/2020. Director Irish will follow up with to be sure this is accomplished.

Irish Request for tree in Open Space: Ms. Elkins reported that Mr. Irish had requested permission to place a tree in the open space behind his property and agreed to the terms of the letter agreement for watering and removal if the tree dies. This is the same form of letter that other homeowners were given to get approval from the Board. Ms. Elkins presented a copy of the letter signed by the Irishes. Following discussion and review, Director Christensen MOVED and Director Simmons SECONDED a motion to approve the letter agreement with the Irishes. Director Irish abstained from voting on this matter because of the conflict of interest. Upon a roll call vote, Directors Nelsen, Christensen and Simmons voted "AYE." The motion was declared PASSED.

Other Business:

IREA Electrical Line in Open Space: Ms. Elkins reported that she was notified that the line was being installed.

Appreciation for Kenny Black's Service: Ms. Herman provided a picture of the bench with a 5 X 7 and an 8 X 10 sign. The Board approved the 8 X 10 plaque for placement by the pond and the 5 X 7 for a plaque to give to Kenny Black and family. Because of the fear of vandalism, the Board decided to place the 8 X 10 embedded in cement at the entryway pond rather than mounted on the bench. Also, after consideration the Board decided not to put a bench by the entryway pond because of the invitation to the public to sit there. This position was taken because of the vandalism that the District has experienced around the pond and the fishing, swimming, stealing signs and trash.

Mr. Miller reported that his attempts to stop the bicyclists riding on the District property that is hilly and subject to erosion has not stopped them. Because of the terrain any maintenance has to be done manually. Mr. Miller will put up signs in an attempt to curtail the damage.

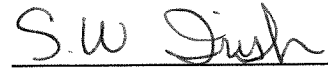
Adjournment: There being no further business to come before the Board of Directors, the meeting was adjourned at 11:13 AM. The next meeting is scheduled for June 3, 2020 at 8 AM which will be via videoconference unless the concerns for COVID-19 are no longer a threat.

Charles E. Simmons, III, Secretary


APPROVED:



Richard R. Nelsen



Sheldon Irish



Roger Christensen

Merton Wiechman