

**MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
BEEBE DRAW FARMS AUTHORITY
HELD
MARCH 14, 2017**

A regular meeting of the Board of Directors (referred to hereafter as the "Board") of the Beebe Draw Farms Authority (referred to hereafter as the "Authority") was convened on Tuesday, the 14th day of March, 2017, at 6:00 P.M., at the Pelican Lake Ranch Community Info and Sales Center, 16502 Beebe Draw Farms Parkway, Platteville, Colorado. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Paul ("Joe") Knopinski
Christine Hethcock
William ("Bill") Caldwell
Glen Adkins

Also In Attendance Were:

Lisa A. Johnson; Special District Management Services, Inc.

Elisabeth Cortese, Esq.; McGeady Becher P.C.

Rick Kron, Esq.; Spencer Fane LLP

Michael Welch, Josh Freeman and Eric Wernsman; Beebe Draw Farms Metropolitan District No. 1 Board Members

Tina Wernsman, Gary Moore and Jacob Storm; Employees

See list for other attendees

**DISCLOSURE OF
POTENTIAL
CONFLICTS OF
INTEREST**

Disclosures of Potential Conflicts of Interest: The Board discussed the requirements pursuant to the Colorado Revised Statutes to disclose any potential conflicts of interest or potential breaches of fiduciary duty to the Board of Directors and to the Secretary of State.

Ms. Johnson noted that a quorum was present and requested members of the Board disclose any potential conflicts of interest with regard to any matters scheduled for discussion at this meeting, and incorporated for the record those applicable disclosures made by the Board members prior to this meeting in accordance with the statute. It was noted that Directors Caldwell, Hethcock and Knopinski's Disclosure Statements have been filed. Director Caldwell noted

that he currently serves on the Property Owner's Association Board of Directors.

ADMINISTRATIVE MATTERS

Agenda and Confirmation of Notice Posting: Ms. Johnson distributed for the Board's review and approval a proposed Agenda for the Authority's regular meeting.

Following discussion, upon motion duly made by Director Hethcock, seconded by Director Caldwell and, upon vote, unanimously carried, the Agenda was approved as amended and Ms. Johnson noted meeting notices were posted as required.

Acknowledge Resignation of DeWayn Colby, Facilities and Maintenance Specialist: The Board acknowledged the resignation of DeWayne Colby as Facilities and Maintenance Specialist and authorized the purchase of a \$500 Visa Gift Card as recognition for the many years of service to the residents of Pelican Lake Ranch.

SECOND READING:

Employee Handbook: Ms. Johnson updated the Board. Attorney Cortese has provided revisions to the draft personnel handbook and Ms. Johnson will review and incorporate those revisions to the draft and present at the next meeting.

CONSENT AGENDA

Consent Agenda: The Board considered the following actions:

- Approve Minutes of the November 8, 2016 regular meeting.
- Consider approval of the payment of claims through the period ending December 13, 2016 as follows:

General Fund:	\$ 34,497.41
Infrastructure Fund	\$ 4,976.61
Amenities Fund	\$ -0-
Total:	\$ 39,474.02

- Consider approval of the payment of claims through the period ending January 11, 2017 as follows:

General Fund:	\$ 6,573.69
Infrastructure Fund	\$ -0-
Amenities Fund	\$ -0-
Total:	\$ 6,543.69

- Consider approval of the payment of claims through the period ending February 13, 2017 as follows:

General Fund:	\$ 31,076.26
Infrastructure Fund	\$ 62.50
Amenities Fund	\$ -0-
Total:	\$ 31,138.74

- Consider approval of the payment of claims through the period ending March 14, 2017 as follows:

General Fund:	\$ 6,383.16
Infrastructure Fund	\$ 12.50
Amenities Fund	\$ -0-
Total:	\$ 6,395.66

Following discussion, upon motion duly made by Director Hethcock, seconded by Director Adkins and, upon vote, unanimously carried, the Board approved the consent agenda as revised.

PUBLIC COMMENTS

Public Comments: Mary Jo Farrell, 16499 Fairbanks Drive South requested the Board consider constructing a walkable pathway along Beebe Draw Farms Parkway.

Rod Gantenbein, 16490 Fairbanks Drive South asked questions regarding the security system at the gatehouse, who is monitoring it and why. Mr. Tabor and Mr. Moore addressed his questions.

Linda Black, 16478 Burghley Court expressed concerns regarding the information that is being provided to new residents regarding the covenants.

OPERATIONS AND MAINTENANCE

Action Items Status: The Board reviewed the action items status matrix, which is attached hereto and incorporated herein by this reference.

2017 Pool Manager: The Board discussed the need for a pool manager and requested that Ms. Wernsman contact Ms. Checketts and solicit her interest in filling the position for 2017.

FIRST READING:

Solar Aeration System at Lake Christina: Mr. Storm presented the Board with research he has conducted on a solar aeration system for Lake Christina. He has estimated the cost to be around \$3500. Director Hethcock also presented information received from the Authority's fish biologist on a solar

aeration system. The estimated cost was between \$8,800 and \$17,000 depending on the system.

The Board discussed the information presented and determined to defer action at this time.

**CAPITAL
AMENITIES
INFRASTRUCTURE**

Capital Amenities: There was no Capital Amenities Matters to discuss.

Status of Filing 2:

Updating Financial Plan: There was nothing new to report.

Service Agreement with Acklam, Inc.: Director Hethcock presented a Service Agreement with Acklam, Inc. for land surveying services in Filing 2.

Following discussion, upon motion duly made by President Knopinski, seconded by Director Hethcock and, upon vote, with President Knopinski and Director Hethcock voting yes and Directors Adkins and Caldwell supporting, the Board ratified approval of a Service Agreement with Acklam, Inc. for land surveying services in Filing 2

OTHER BUSINESS

Other Business: There was no other business presented

LEGAL MATTERS

Discussions with Haven Sporting Club: Director Hethcock addressed the Board and members of the public with a summarization of meetings she has attended with the Haven Sporting Club ("Haven") regarding potential access to Milton Reservoir by the members of Haven and a request to lease property from the Authority for hunting purposes and purchase property from the Authority to construct a lodge.

Many members of the public provided comments and asked questions regarding the information presented.

EXECUTIVE SESSION: Pursuant to Section 24-6-402(4)(b) of the Colorado Revised Statutes (C.R.S.), upon motion duly made by Director Adkins, seconded by President Knopinski and, upon an affirmative vote of at least two-thirds of the quorum present, the Board convened in executive session at 8:12 p.m. for the purpose of receiving legal advice from the District's attorney, as authorized by Section 24-6-402(4)(b), C.R.S.

Furthermore, pursuant to Section 24-6-402(2)(d.5) (II)(B), C.R.S., no record will be kept of those portions of the executive session that, in the opinion of the Authority's attorney, constitute privileged attorney-client communication

pursuant to Section 24-6-402(4)(b), C.R.S. Please see attached attorney statement. No action was taken.

The Board reconvened in regular session at 9:21p.m.

Removal of Aristocrat Duck Club Facilities located at Milton Reservoir:

Following discussion, upon motion duly made by President Knopinski, seconded by Director Caldwell and, upon vote, unanimously carried, the Board approved the execution of a Temporary Access Easement with Farmers Reservoir & Irrigation Company and agreed to provide Authority personnel and Authority owned equipment to remove the remaining Aristocrat Duck Club facilities.

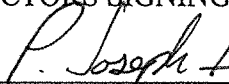
ADJOURNMENT

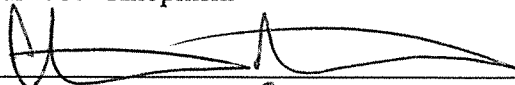
There being no further business to come before the Board at this time, upon motion duly made, seconded, and upon vote, unanimously carried, the meeting was adjourned.

Respectfully submitted,

By _____
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL MARCH 14, 2017
MINUTES OF BEEBE DRAW FARMS AUTHORITY BY THE BOARD OF
DIRECTORS SIGNING BELOW:


Paul "Joe" Knopinski

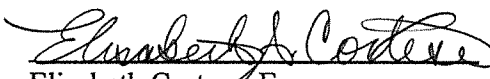

Christine Hethcock


Glen Adkins


Bill Caldwell

Attorney Statement
Regarding Privileged Attorney-Client Communication

Pursuant to §24-6-402(2)(d.5)(II)(b), C.R.S., I attest that, in my capacity as the attorney representing the Beebe Draw Farms Authority, I attended the executive session on March 14, 2017 for the sole purposes of providing legal advice on specific legal questions as authorized by §24-6-402(4)(b) C.R.S. I further attest that it is my opinion that all of the executive session discussion constituted attorney-client privileged communication as provided by §24-6-402(4)(b), C.R.S., and, based on that opinion, no further record, written or electronic, was kept or required to be kept pursuant to §24-6-402(2)(d.5)(II)(b), C.R.S.


Elisabeth Cortese, Esq.
General Counsel
Beebe Draw Farms Authority

Beebe Draw Farms MD Nos. 1 & 2 and Authority Action Items Status Matrix (Updated 03/06/17)

Action Items	Date of Meeting	Assigned To	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
<u>Community Center Expansion</u>	03/08/11				X			Complete	<p>04/12/11 – Committee will meet on April 14, 2011 at 6 p.m. Four to five residents expressed interest in attending.</p> <p>05/10/11 – Linda Cox gave a report on the outcome of community meeting and presented a memo on the expansion of the community center. The Board asked the committee to share the information with Halcyon Design, LLC.</p> <p>06/3/11 – committee met with Halcyon Design (Kelly) and shared their information. Kelly will contact the committee when the work is complete.</p> <p>07/13/11 – committee meeting scheduled for July 21, 2011 at 7 p.m. Kelly will present 2 designs to the committee.</p> <p>08/04/11 – committee met and will present information to Authority Board in September.</p> <p>08/09/11 – The Board directed the committee to work with Halcyon Design, LLC to prepare a plan with elevations and then schedule a work session to present the information to the community.</p> <p>09/07/11 – Metro District/ POA Fall Pig Roast scheduled for 9/25/11 @ 5:00 pm where a presentation will be given on future Community Center Expansion</p> <p>09/25/11 – Community will preview sketches at Pig Roast.</p> <p>11/04/11 – Linda and Angie will give an update at the November board meeting.</p> <p>11/09/11 – Kelly to provide cost estimate of Phase 1, Phase 2 and full project. D1 will draft a survey to all residents soliciting input on future amenities.</p> <p>02/14/12 – Cost estimates were presented. Committee will prepare an FF&E estimate and report back to BOD. BOD decided to hold a work session in March to solicit</p>

Beebe Draw Farms MD Nos. 1 & 2 and Authority Action Items Status Matrix (Updated 03/06/17)

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									<p>feedback from the community.</p> <p>04/18/12 – work session held. Expansion will be included in amenities survey that will be distributed to residents soon.</p> <p>10/09/12 – BOD directed staff to add to the November agenda discussions on the design and construction of a new maintenance facility as the first phase of the expansion of the community center.</p> <p>01/06/16 – Kelly provided proposal for expanded design, etc. for Board to review at January meeting.</p> <p>02/03/06 – Kelly presented proposal at January meeting under First Reading. BOD will consider taking action at their February meeting.</p> <p>03/02/16 – BOD decided to re-visit again during budget season.</p> <p>10/05/16 – Due to reduction in AV, D1 Board members determined to hold off on any action on the community center expansion.</p>
<p><u>Rules and Regulations Regarding Amenities</u></p> <ul style="list-style-type: none"> - Enforcement of oil and gas property reclamation - Policy for mail room postings (who is responsible and how long should things remain) - Use of community of center and how to provide access - Rental of community center 	08/14/12			X					<p>The Board will establish a resident committee to draft the Rules and Regulations. Joe to draft an email soliciting interest from community members and transmit to Liz for distribution.</p> <p>08/04/11 – email drafted and transmitted to residents. Jeff is the contact for interested parties.</p> <p>09/20/11 – Committee will be established in October 2011.</p> <p>12/13/11 – no new report.</p> <p>02/14/12 – no new report. Work in progress.</p> <p>04/18/12 – no new report.</p> <p>06/28/12 – no new report.</p> <p>07/10/12 – no new report.</p> <p>08/17/12 – Mike to establish a committee to create a process to solicit desires of community members and draft rules and regulations related to use of amenities.</p>

Beebe Draw Farms MD Nos. 1 & 2 and Authority Action Items Status Matrix (Updated 03/06/17)

Action Items	Date of Meeting	Assigned To	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
									<p>Include MaryAnn and T. Charles Wilson in review of draft rules.</p> <p>10/09/12 – Mike will schedule a meeting with the committee in the next 30 days.</p> <p>11/7/12 – Mike held meeting on October 25, 2012. He will provide a report at the November board meeting.</p> <p>12/12/12 – Mike will schedule another committee meeting.</p> <p>02/12/13 – Doug will meet with committee members to draft revisions to the current pool rules and will present this information at the March board meeting.</p> <p>04/02/13 – Community meeting held on March 30, 2013 to solicit comments on current pool rules and regulations and suggestions for revisions.</p> <p>04/17/13 – BOD discussed the proposed revisions to the current rules and heard public comments. Doug will incorporate the suggested revisions into the document and present at the next board meeting.</p> <p>06/03/13 – 2013 pool rules have been revised and approved.</p> <p>07/07/15 – Board to appoint a committee to draft rules and regulations regarding Lake Christina.</p> <p>08/04/15 – Linda will solicit interest from the community to participate on a committee to draft rules and regulations related to amenities. Lisa and MaryAnn to provide examples of rules and regulations adopted by other districts or HOAs.</p> <p>01/06/16 – Lisa to schedule work sessions in 2016 to begin the preparation of Rules and Regulations.</p> <p>02/03/16 – BOD to hold work session prior to regular meeting in February to begin discussions.</p> <p>03/02/16 – Work session held. Template documents distributed to working group.</p>

Beebe Draw Farms MD Nos. 1 & 2 and Authority Action Items Status Matrix (Updated 03/06/17)

Action Items	Date of Meeting	Assigned To	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
<u>Personnel Manual</u>	07/12/16	Lisa Doug			X				Lisa to request "template" personnel manual from Michelle Ferguson. 09/07/16 - Lisa to review and revise template. 10/05/16 - In the spirit of reducing costs, Doug and Tina are reviewing and revising template to meet the needs of the Authority 10/31/16 - Doug reviewed and suggested revisions to template. Doug and Lisa met via conference call to review suggested revisions. Lisa accepted revisions and included first draft on November agenda for Board review. 03/06/16 - Board to consider approval at May 2017 meeting.
<u>Training of Tina on Invoice Processing</u>	10/11/16	Tina			X				10/31/16 - Tina to schedule training with SDMS. Training scheduled for November 4, 2016. 03/06/17 - training was held on two separate occasions. It was determined that Tina will only code the FirstBank credit card invoice.
<u>2016 Road Maintenance</u>	10/11/16	SDMS			X				10/31/16 - Empire Management will solicit proposals for 2016 Road Maintenance work. BOD will consider approval at November meeting. 03/06/17 - project complete.
<u>Budget Items and Future Projects for Consideration</u>		Authority				X			Costs and/or decisions for the following: 1. -Pool Lift to meet ADA requirements - on hold, Authority needs to develop a plan for addressing in future years once major structural changes are made to the pool. -Re-work irrigation system around sport court, not enough gpm to provide sufficient water to trees (were hand-watered all summer) -Landscape and Entryway Monumentation Project - possibly re-visit for 2016 budget.

BEBEE DRAW FARMS AUTHORITY

Beebe Draw Farms Metropolitan District Nos. 1 & 2

March 14, 2017

Please print your name, address and phone number and the issue(s) you are interested in addressing at this meeting.


NAME	ADDRESS	TELEPHONE/EMAIL	ISSUE(S) TO BE ADDRESSED
Wm Caldwell	16497 S. Ledyard R	970 515-7822	Builder of Lake.
DOUG TABOR	16487 LEDYARD RD. S.	970.785.6509	
Kevin Bixler	16506 Fairbanks CT N.	303-717-6803	
Maura & Lori Storm	16516 Essex Rd N	303-304-7419	Attorney
Carl & Roda Pellet	16503 Rainier Rd N	207-660-2750	Building Lake
Linda Col	16485 Ledyard Rd S.	970 785-2255	Lake
Michelle & Eric Bolhuis	16519 Fairbanks Rd. N.	970-301-5277	
Robert Cheek H S	16494 Essex Rd S	970-301-2896	
Eric Wernsman	16493 Essex Rd S	970-539-2656	

BEBEE DRAW FARMS AUTHORITY

Beebe Draw Farms Metropolitan District Nos. 1 & 2

March 14, 2017

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Pat & Sheila Carter	16507 Essex Rd	3-601-5583	
Sandy Adams	16523 Essex Rd N	31944-0637	
Dan Caldwell	16497 Ledyard S	515-7822	
Deanna Bixler	16506 Fairbanks Ct N	3-717-7455	
Kelly Deitman	16445 Essex Rd. S.	3-906-2617	
Susan Beend	16484 Burghley Ct	3-817-5727	
Kay Massie	16419 Burghley Ct	0-264-9556	
Jeremy Nick Long	16508 Fairbanks Ct N.	970-397-4952	
Robert Gertner	16521 Fairbanks Rd N	720-899-6672	Lake

BEBEE DRAW FARMS AUTHORITY

Beebe Draw Farms Metropolitan District Nos. 1 & 2

March 14, 2017

Please print your name, address and phone number and the issue(s) you are interested in addressing at this meeting.

NAME	ADDRESS	TELEPHONE/EMAIL	ISSUE(S) TO BE ADDRESSED
Brendon Moring	16495 Fairbanks	720 309.1399	
Mary Jo Farrell	16499 Fairbanks Dr S	970.785-1010	pedestrian walkway and Haven
Gary Moore	16494 Birchway	970 785 2745	
Ruf Cranberry	16490 Fairbanks Dr. S	970-785-2445	
Greta Hannum	16489 Fairbanks Dr S	970-415-1421	
Carol Sorenson Ed Hermann	16570 Fairbanks Rd N	720 837 454	
Mike & Debbie Petricks	16505 Essex Road N	720-785-1220	
Kaleb + Noah Kramer	16484 Ledger Rd S.	970-405-2502 Big Horn buildings@gmail.com	
Linda Black	16478 Bingham Ct Big Horn	970-215-7813 linda.black@univ.edu	sunken area in the authorizing agency