MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE BEEBE DRAW FARMS AUTHORITY HELD JULY 12, 2016

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 12th day of July, 2016, 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; President (via speakerphone)
Christine Hethcock
William (Bill) Caldwell
Glen Adkins (via speakerphone)

Also In Attendance Were:
Lisa A. Johnson; Special District Management Services, Inc.

MaryAnn McGeady, Esq. McGeady Becher P.C.

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

Kelly Deitman; Halcyon Design, LLC

Gary Moore; Employee

Tina Wernsman; Employee

See Sign In Sheet 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 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 President Knopinski, seconded by Director Hethcock and, upon vote, unanimously carried, the Agenda was approved and Ms. Johnson noted meeting notices were posted as required.

SECOND READING

Consider Sending Board Members to the 2016 SDA Conference: Following discussion, upon motion duly made by Director Caldwell, seconded by Director Hethcock and, upon vote, unanimously carried, the Board approved sending up to five board members and/or staff to the SDA Annual Conference.

CONSENT AGENDA

Consent Agenda: The Board considered the following actions:

- Approve Minutes of the June 14, 2016 regular meeting.
- Consider approval of the payment of claims through the period ending July 12, 2016 as follows:

General Fund:	$ 23,381.33
Infrastructure Fund	$ 768.00
Amenities Fund	$ 147,344.04
Total:	**$ 171,493.37**

- Ratify approval of Change Order No. 10 to DS Constructors contract in-house change order in the amount of $0
- Ratify Change Order No. 12 to the DS Constructors contract for condensate pump in the amount of $256.00
- Ratify the removal of ceiling tape and re-painting of ceiling in the new maintenance facility for an amount not to exceed $3,000
- Ratify hiring Tina Wernsman to fill the Community Administrative Assistant Position

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

PUBLIC COMMENTS

Public Comments: Ms. Cox requested that the Board solicit an updated proposal from Ms. Deitman to complete the design of the new community center and then appoint a committee to review the design and solicit preliminary costs to construct in order to determine what funding options are needed.

Directors Adkins and Caldwell asked that this item be included on the next Beebe Draw Farms Metropolitan District No. 1 agenda for discussion by the Board and residents.

FINANCIAL MATTERS

Financial Matters: There were no financial matters presented.

LEGAL MATTERS

Petition for Exclusion of Lot 153 from Beebe Draw Farms Metropolitan District No. 2 ("BBDRAWMD2"): Attorney McGeady presented the Petition for Exclusion of Lot 153 from BBDRAWMD2.

Following discussion, upon motion duly made by Director Hethcock, seconded by Director Caldwell and, upon vote, unanimously carried, the Board approved the Petition for Exclusion of Lot 153 from BBDRAWMD2.

Petition for Inclusion of Lot 153 into Beebe Draw Farms Metropolitan District No. 1 ("BBDRAWMD1"): Attorney McGeady presented the Petition for Inclusion of Lot 153 into BBDRAWMD1.

Following discussion, upon motion duly made by Director Hethcock, seconded by Director Caldwell and, upon vote, unanimously carried, the Board approved the Petition for Inclusion of Lot 153 into BBDRAWMD1.

FIRST READING:

Capital Pledge Agreement (First Exclusion) between BBDRAWMD2 and the Authority: Attorney McGeady presented the Capital Pledge Agreement (First Exclusion) between BBDRAWMD2 and the Authority. The Board will consider action at their August meeting.

SECOND READING:

Status of Amended Leases with Farmers Reservoir and Irrigation Company ("FRICO")- EXECUTIVE SESSION: President Knopinski updated the Board on the status of negotiations with FRICO. FRICO has determined to solicit bids for all uses on Milton Reservoir and has sent the Request for Proposals ("RFP") to the Authority. Proposals are due by September 8, 2016.

The FRICO committee met prior to the Board meeting to discuss the RFP and suggests that the Board hold a work session/community meeting to inform the residents of the situation with the current lease and solicit feedback on the options to proceed. The Board also determined that a survey would be provided at and after the meeting to solicit such feedback.

The Board discussed three options it would like to get community input on prior to submitting a bid to FRICO. Option 1 would be a bid that would focus on preserving access to the shoreline. Option 2 would preserve access to the shoreline and retain hunting privileges. Option 3 would preserve the shoreline, retain hunting privileges and include the water skiing so as to have the Authority control all use of the lakes surface and shoreline. The Board received input from the community members present and after extensive discussion, directed staff to schedule a work session on Monday, July 25 at 7:00 p.m. at the community center and in addition to posting, to send an email invitation to those residents and property owners for which the District has current addresses. The Board also discussed preparing a survey to solicit response from the residents on the three options under discussion at or after the community meeting.

OPERATIONS AND MAINTENANCE

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

Preparation of Personnel Manual: Ms. Johnson suggested that due to the increase in employees the Authority should strongly consider preparing a personnel manual. She advised the Board that their employment attorney has a template that she can provide for a fee of $350 that will include the most recent employment laws and requirements and then the Authority can include other items that are specific to the Authority's needs.

Pocket Gopher Mitigation: Ms. Johnson reported that staff contacted Rocky Mountain Wildlife Services to solicit a proposal for pocket gopher mitigation. RMWS does not provide this service. Director Adkins volunteered to research other contractors that do provide this type of service and solicit proposals.

CAPITAL AMENITIES

Status of New Maintenance Facility:

Status of project: Ms. Deitman reported that the project has been completed. An open house is scheduled for Saturday, July 16, 2016 from 9 am to 11 am. All are welcome to attend.

Substantial Completion: Following discussion, upon motion duly made by Director Caldwell, seconded by Director Adkins and, upon vote, unanimously carried, with Directors Adkins and Caldwell voting yes and Directors Hethcock and Knopinski supporting, the Board ratified the approval of the Letter of Substantial Completion.

Pay Application No. 6 to DS Constructors Contract: Ms. Deitman presented Pay Application No. 6 in the amount of $102,095.01.
Following discussion, upon motion duly made by Director Adkins, seconded by Director Caldwell and, upon vote, unanimously carried, with Directors Adkins and Caldwell voting yes and Directors Hethcock and Knopinski supporting, the Board approved Pay Application No. 6 in the amount of $102,095.01.

Final Pay Application to DS Constructors Contract: Ms. Johnson presented the Final Pay Application in the amount of $45,099.04. Ms. Johnson also informed the Board that she has received a verbal claim against the final pay application and she has advised the claimant on the necessary procedures to follow in order to file a written claim.

Following discussion, upon motion duly made by Director Caldwell, seconded by Director Adkins and, upon vote, unanimously carried, with Directors Adkins and Caldwell voting yes and Directors Hethcock and Knopinski supporting, the Board approved the Final Pay Application in the amount of $45,099.04 subject to successful resolution of the claim mentioned above and no further claims being received by the deadline.

INFRASTRUCTURE

Planning of Filing 2, Platting of Next Phases:

Status of Filing 2: There was nothing new to report.

OTHER BUSINESS

Aristocrat Duck Club Hunting Licenses: Director Welch informed the Board that he and Director Hethcock were the only two that submitted interest in the hunting licenses for 2016. Therefore, the licenses were awarded to the two of them for 2016.

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 JULY 15, 2016 MINUTES OF BEEBE DRAW FARMS AUTHORITY BY THE BOARD OF DIRECTORS SIGNING BELOW:

____
Paul "Joe" Knopinski

____
Christine Hethcock

Glen Adkins
____
Glen Adkins

Wm. Caldwell.
____
Bill Caldwell

BEBEE DRAW FARMS AUTHORITY

Beebe Draw Farms Metropolitan District Nos. 1 & 2

July 12, 2016

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

DOUG TABOR	16487 LEDYARD RD	970. 371.7778	
Linda Cox	16485 Ledyard Rd S	970-785-2255	
Patty Caldwell	16497 Ledyard RdS	970 515. 7822	
Jan Moore	16494 Borghley Ct.	970 785-2745	
Gary Moore	" "	"	
KELLY DEITMAN	16485 ESSEX RD. S.	303.906.2617	

Beebe Draw Farms MD Nos. 1 & 2 and Authority Action Items Status Matrix (Updated 07/01/16)

Action Items	Date of Meeting	Assigned To	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
Community Center Expansion	03/08/11				X				04/12/11 – Committee will meet on April 14, 2011 at 6 p.m. Four to five residents expressed interest in attending. 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. 06/3/11 – committee met with Halcyon Design (Kelly) and shared their information. Kelly will contact the committee when the work is complete. 07/13/11 – committee meeting scheduled for July 21, 2011 at 7 p.m. Kelly will present 2 designs to the committee. 08/04/11 – committee met and will present information to Authority Board in September. 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. 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 09/25/11 – Community will preview sketches at Pig Roast. 11/04/11 – Linda and Angie will give an update at the November board meeting. 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. 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

Action Items	Date of Meeting	Assigned To	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
									feedback from the community. 04/18/12 – work session held. Expansion will be included in amenities survey that will be distributed to residents soon. 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. 01/06/16 – Kelly provided proposal for expanded design, etc. for Board to review at January meeting. 02/03/06 – Kelly presented proposal at January meeting under First Reading. BOD will consider taking action at their February meeting. 03/02/16 – BOD decided to re-visit again during budget season.
<u>Rules and Regulations Regarding Amenities</u> - <u>Enforcement of oil and gas property reclamation</u> - <u>Policy for mail room postings (who is responsible and how long should things remain)</u> - <u>Use of community of center and how to provide access</u> - <u>Rental of community center</u>	08/14/12				X				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. 08/04/11 – email drafted and transmitted to residents. Jeff is the contact for interested parties. 09/20/11 – Committee will be established in October 2011. 12/13/11 – no new report. 02/14/12 – no new report. Work in progress. 04/18/12 – no new report. 06/28/12 – no new report. 07/10/12 – no new report. 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. Include MaryAnn and T. Charles Wilson in review of draft rules. 10/09/12 – Mike will schedule a meeting with the

Action Items	Date of Meeting	Assigned To	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
									committee in the next 30 days. 11/7/12 – Mike held meeting on October 25, 2012. He will provide a report at the November board meeting. 12/12/12 – Mike will schedule another committee meeting. 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. 04/02/13 – Community meeting held on March 30, 2013 to solicit comments on current pool rules and regulations and suggestions for revisions. 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. 06/03/13 – 2013 pool rules have been revised and approved. 07/07/15 – Board to appoint a committee to draft rules and regulations regarding Lake Christina. 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. 01/06/16 – Lisa to schedule work sessions in 2016 to begin the preparation of Rules and Regulations. 02/03/16 – BOD to hold work session prior to regular meeting in February to begin discussions. 03/02/16 – Work session held. Template documents distributed to working group.
Lease at Milton Lake	08/09/11	Joe Christine Elisabeth Bill			X				Joe, Christine and Jeff met with FRICO to discuss extending the term of the lease etc. They will schedule a follow-up meeting with FRICO to continue the discussions.

Beebe Draw Farms MD Nos. 1 & 2 and Authority Action Items Status Matrix (Updated 07/01/16)

Action Items	Date of Meeting	Assigned To	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
		Lisa Mike MaryAnn							11/09/11 – MaryAnn to draft an agreement with FRICO. 12/13/11 – BOD directed MaryAnn to send FRICO the assignment of the lease to the Authority and ask them to execute and to request a meeting to discuss terms of the lease and expansion of use. BOD also directed staff to solicit proposals from Environmental Consultant. 02/07/12 – MaryAnn has spoken with an Environmental consultant. Information that was received was transmitted to the Board. MaryAnn has also drafted the assignment to FRICO and transmitted it to FRICO for review and execution. 04/18/12 – Geitner Environmental provided a report to the Board. BOD will review report and discuss further at May meeting. 06/14/12 – BOD decided to review the results of the amenities survey to determine desire by community for recreational use on Milton Lake before moving this agenda item forward. 07/18/12 – Surveys sent to residents for response. 11/7/12 – surveys complete. Boating on Milton Reservoir ranked in the top five most desirable amenities and it also ranked very high with negative votes. Community seems divided on this potential future amenity. 06/10/14 – Christine will schedule a meeting with Barry Bowman and Doug Tabor to review the current lease and then schedule a meeting with FRICO. 07/08/14 – Christine, Joe, Doug and Barry Bowman have a meeting scheduled with FRICO. 8/18/14 – met with FRICO in August. Elisabeth to draft term sheet for renewal of lease and transmit to BOD for review. 11/05/14 – draft term sheet completed and routed to BOD for discussion at November board meeting.

Action Items	Date of Meeting	Assigned To	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
									11/11/14 – BOD discussed term sheet and suggested revisions. Elisabeth will revise accordingly and then send to BOD for final approval. 2/4/15 – Elisabeth will incorporate final comments from Christine and then circulate to the Board for final review prior to requesting meeting with FRICO. 3/3/15 – Elisabeth will research various documents for horsepower limitations and research the possibility of pontoon boats of @ 20hp. 4/7/15 – Elisabeth has transmitted the term sheet to Barry Bowman for review and comment. 06/01/15 – Elisabeth is working with Tamarack regarding the legal description of the hunting area to be included in the new lease. 07/07/15 – Christine in conjunction with Tamarack Consulting has prepared a map of the area. 08/04/15 – Elisabeth to transmit draft agreement to FRICO and request a meeting. 08/12/15 – Elisabeth will transmit the draft agreement and cover letter to Christine for final review prior to transmitting to FRICO. 09/15/15 – Elisabeth transmitted draft documents to FRICO. 02/03/16 – Joe and Christine to contact FRICO. 03-02/16 – Christine has requested meeting with FRICO. Elisabeth continues to contact attorney for FRICO. 04/06/16 – Elisabeth made contact with FRICO attorney and is working to schedule a meeting. 07/01/16 – committee will meet prior to July Board meeting.
Development of 36 Lots Construction	03/11/14	Christine							03/12/14 - Pre-construction meeting was held and the project will begin later this month. Christine to work with Mark to ask Fiore to use access other than Beebe

Action Items	Date of Meeting	Assigned To	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
									Draw Farms Parkway. Mark to draft summary of project. Lisa to distribute to community and post in mail room. 05/07/14 – project is progressing. BOD will consider approval of change order nos. 1 and 2 at the May meeting. 06/04/14 – BOD will consider approval of change orders 3-6 at June meeting. 06/10/14 – BOD approved CO's 1-6. Project is almost complete. 07/08/14 – BOD approved CO #7. 8/18/14 – CO's # 7-11 approved. 11/05/14 – CO's 12-14 were approved. Mark, Joe and Christine will meet with Fiore and Sons to discuss CO's 15, 17 and 19 and complete a punch walk. 11/11/14 – Retainage payment was approved. Project is complete. 2/4/15 – additional retainage payment was approved as well as CO # 15 and 16. 3/3/15 – Fiore is working on re-locating the oil and gas access road. 4/14/15 – Two trees were lost during the re-routing of the access road. The Infrastructure Fund will pay of the replacement of two trees. 06/01/15 – Fiore and Sons contract is complete and final payment was made on May 29, 2015. Environmental Design to provide a proposal to repair the soil around the culvert pipe and install erosion control. 07/07/15 – EDI proposal was approved for erosion control measures. 08/04/15 – EDI completed erosion control work. 08/12/15 – REI to re-seed certain lots due to dry utility installation.

Beebe Draw Farms MD Nos. 1 & 2 and Authority Action Items Status Matrix (Updated 07/01/16)

Action Items	Date of Meeting	Assigned To	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
Investment Rates	08/11/15	Lisa			X				08/12/15 – BOD reviewed investment rates and determined not to take any action at this time. BOD will revisit when 1) interest rates change or 2) after the first of the year. Also, SDMS to contact FirstBank and ask if they would increase the current interest rate to the Colotrust rate. If not, BOD authorized opening an account at Colotrust and moving funds to their liquid account. 08/17/15 –Divena contacted 1stBank regarding request to increase current rate to Colotrust rate or higher. 09/15/15 – Divena will revisit with the Board after the 2016 budget has been approved.
Community Administrative Asst.	11/10/15	Lisa Christine Josh						X	Prepare job description, solicit interest and hire part-time administrative assistant in early 2016. 02/03/16 – preliminary job description drafted by Doug. Discussions to occur at February work session. 03/02/16 – job description was transmitted to Attorney Ferguson for review and comment. 04/06/16 – job was posted and 3 resumes were received by the April 1, 2016 deadline. Committee is in the process of scheduling interviews the week of April 18th. 05/03/16 – Interviews were conducted and committee will have recommendation at May meeting. 06/08/16 – due to substantive revisions to the job description after the job posting occurred, the committee determined to re-solicit to the community to fill the position. 07/01/2016 – position has been filled.
Financing Options for Community Center	11/10/15			X					Research financing options to construct expanded community center.
Fish Shocking Treatment	04/12/16	Glen						X	Board approved shock treatment and authorized Glen to direct work if needed.

Beebe Draw Farms MD Nos. 1 & 2 and Authority Action Items Status Matrix (Updated 07/01/16)

Action Items	Date of Meeting	Assigned To	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
									06/08/16 – Glenn authorized work. Work to be completed by the end of May. 07/01/16 – work completed.
<u>Rip Rap at Lake Christina</u>	04/12/16	Gary DeWayne						X	Board approved replacement of rip rap at Lake Christina. Gary and DeWayne to perform work. 07/01/16 – Work complted.
<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.**