RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE BEEBE DRAW FARMS AUTHORITY HELD FEBRUARY 11, 2014

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 11th day of February, 2014, 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 (for a portion of the meeting, via speakerphone)
Douglas A. Tabor
Christine Hethcock
Angela Powell

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

MaryAnn McGeady, Esq.; McGeady Sisneros, P.C. (via speakerphone)

Mark Volle; Tamarack Consulting, LLC

Kelly Deitman; Halcyon Design, LLC

See sign-in sheet for additional 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.

Attorney McGeady 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.

ADMINISTRATIVE MATTERS

Agenda: 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 Tabor, seconded by Director Powell and, upon vote, unanimously carried, the Agenda was approved, as amended.

CONSENT AGENDA

Consent Agenda: The Board considered the following actions:

- Approve Minutes of the January 14, 2014 regular meeting.
- Approve the payment of claims through the period ending February 11, 2014, as follows:

General Fund:	$	41,837.11
Infrastructure Fund	$	42,765.67
Amenities Fund	$	8,241.45
Total:	$	**92,844.23**

- Accept unaudited financial statements through the period ending January 31, 2014.

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

PUBLIC COMMENTS

Public Comments: Members of the public expressed concerns regarding the current snow removal services.

Director Powell noted that she, Mr. Adkins and Mr. Cordova held a meeting with Mr. Colby regarding the current services and outlined a plan to address snow removal in the future.

The Board extensively discussed the alternatives for providing snow removal services and Director Tabor offered to research equipment alternatives and snow removal options, and to report back to the Board at the next meeting.

LEGAL MATTERS

Meeting with Weld County Assessor regarding Assessed Valuation for Oil and Gas Production: Attorney McGeady reported to the Board that a meeting has been scheduled for February 18, 2014 at 2:00 p.m. Attorney McGeady, Ms. Johnson and Directors Tabor, Knopinski and Hethcock all plan to attend.

May 6, 2014 Regular Election: Ms. Johnson provided an update on the upcoming elections for District Nos. 1 and 2. Attorney McGeady provided an update on the new election legislation.

SECOND READING:

Lot 84 Acquisition, Review of Title Exceptions and Board Direction: Attorney McGeady reviewed with the Board the Lot 84 title exceptions. She noted that title exceptions were found in the following areas: Reservations/Grants of Mineral Rights, Pipeline Right-of Way, Surface Use Agreements and Oil and Gas Leases and Wells.

Attorney McGeady advised the Board of the recommendation to have locates determined for any pipelines that might exist on the property.

Following discussion, upon motion duly made by Director Tabor, seconded by Director Powell and, upon vote, unanimously carried, the Board authorized staff to initiate the location of all utility lines on Lot 84. President Knopinski, Director Tabor and Ms. Deitman will review the location markers to determine whether any located pipelines would interfere with the use of the site. Mr. Cordova was directed to sketch the locating of the utility lines.

If it is the conclusion of President Knopinski, Director Tabor and Ms. Deitman to proceed with closing on the lot, acquisition will occur as soon as possible following the location of the pipelines. The Board approved the extension of the Purchase and Sale Contract to March 12, 2014.

OPERATIONS AND MAINTENANCE

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

Pool Staffing for the 2014 Season: Ms. Johnson and Directors Tabor and Powell reported that they recently met to discuss pool staffing for the 2014 pool season. It was noted that solicitation for the Pool Manager position will be posted in the mail room as well as Valley High School, Frontier Academy, Front Range Community College in Longmont, University of Northern Colorado and Aims Community College, Greeley. It was noted that the deadline for receipt of resumes is March 25, 2014.

Purchase of Automated External Defibrillators ("AED"): Ms. Johnson reported that she spoke with the Authority's insurance representative after the last Board meeting regarding the questions the Board posed as they related to the purchase of AED equipment and CPR training.

Ms. Johnson noted that the representative contacted the Colorado Special Districts Property and Liability Pool (the "Pool") and the response was positive regarding the purchase of the AED equipment and CPR training. It was noted that both the AED and CPR training have a significant positive impact on the community and liability exposure is not increased, therefore, there is no additional cost to the Authority on their annual premium. It was further noted that the Pool fully supports both of these items and that the Authority could choose to apply the funds in the Pool's Safety Grant Program allocated to the Authority in the amount of $682.61.

Following discussion, upon motion duly made by Director Tabor, seconded by Director Powell and, upon vote, unanimously carried, the purchase and installation of one AED unit was approved. The Board determined to install the unit in the mail room, where it can be easily accessed.

Director Powell noted that she would contact vendors to solicit costs for group CPR training for presentation at the next Board meeting.

Snow Removal Services and Proposal to Purchase New Equipment: The Board discussed the summary of the meeting with Mr. Colby regarding the current snow removal services. Director Tabor noted that he would like to research equipment and present recommendations and costs to the Board at the March meeting.

FIRST READING:

Proposal from Empire Management Inc. for Project Management Services related to 2014 Chip Sealant Project: The Board reviewed the proposal from Empire Management Inc.

Discussion ensued regarding providing notice to the community prior to the start of the project. Director Tabor noted that he would like to be involved in the inspection process. Mr. Cordova was directed to inquire with the contractor to determine if filling of the compressions in the road prior to the chip sealant work can be accommodated.

The Board will consider approval of the proposal from Empire Management Inc. at the March meeting.

SECOND READING:

Proposal from Biltrite Sign Service Inc.: The Board reviewed the proposal from Biltrite Sign Service, Inc. to purchase and install two signs to replace the existing signs at the entryway to the community

Following discussion, upon motion duly made by Director Tabor, seconded by Director Powell and, upon vote, unanimously carried, the Board approved the proposal from Biltrite Sign Service, Inc. to purchase and install two signs to replace the existing signs at the entryway to the community, in the amount of $4,377.30.

CAPITAL AMENITIES

SECOND READING:

Action Plan to Develop Land for New Maintenance Facility: Ms. Deitman presented a revised site plan and floor plan and presented the color elevations from the 3D model.

She noted she has moved the location of the building approximately 30 feet south. She presented elevations showing a color scheme like the existing community center and a commercial-grade storefront framing in the office area in lieu of the residential windows shown previously.

The Board requested Ms. Deitman further revise the plan to allow for one or two vehicles to park inside the facility. The Board then entered into discussion regarding the estimated cost of the facility and reviewed the balance in Amenities Fund. The Board determined to schedule a work session with the community in April to share the preliminary plan and to solicit comments.

INFRASTRUCTURE

Development of the Front 36 Lots and Associated Infrastructure and Design Engineering Services:

EMERGENCY READING:

Award of Contract for Design Engineering Services for Beebe Draw Subdivision Filing No. 1, Lots 1-36 Infrastructure: Mr. Volle presented a Technical Memorandum which contained a bid summary and details of the project. A copy of the Technical Memorandum is attached hereto and incorporated herein by this reference.

Mr. Volle noted that he had received positive references for both of the qualified bidders; however, he recommended that the District award the contract to Fiore & Sons, Inc. as the lowest qualified bidder.

Following discussion, upon motion duly made by Director Knopinski, seconded by Director Hethcock and, upon vote, unanimously carried, the contract for Design Engineering Services for Beebe Draw Subdivision Filing No. 1, Lots 1-36 Infrastructure Project was awarded to Fiore & Sons, Inc.

Proposal from Tamarack Consulting, LLC ("Tamarack") for Construction Management: Mr. Volle presented a proposal from Tamarack to provide construction management and staking services for infrastructure development of Filing No. 1, Lots 1-36.

It was noted that Tamarack is already under contract with the Authority to perform design and pre-construction services for this project.

Following discussion, upon motion duly made by Director Hethcock, seconded by President Knopinski and, upon vote, unanimously carried, the proposal from Tamarack for construction management and staking services was approved.

Proposals for Geo-technical Services: Mr. Volle presented and discussed with the Board two proposals for construction observation and testing, including one from Earth Engineering Consultants, LLC ("EEC") and one from RMG Engineers Group. Mr. Volle recommended engaging EEC to perform the construction observation and testing for the Filing No. 1, Lots 1-36 Infrastructure Project.

Following discussion, upon motion duly made by President Knopinski, seconded by Director Hethcock and, upon vote, unanimously carried, the EEC proposal to perform construction observation and testing was approved.

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 FEBRUARY 11, 2014 MINUTES OF BEEBE DRAW FARMS AUTHORITY BY THE BOARD OF DIRECTORS SIGNING BELOW:

_____
Paul "Joe" Knopinski

_____
Douglas A. Tabor

_____
Christine Hethcock

_____
Angela Powell

BEBEE DRAW FARMS AUTHORITY

FEBRUARY 11, 2014

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
Steven Street	16495 Ledyard Road S.	970-785-2441	—
Leah Checketts	16494 Essex Rd S	515-7442	
Z Ort	16507 Essex Rd N.		
Kelly Deitman	16485 Essex Rd. S.	303.906.2617	—
Wm (Bill) Caldwell	16497 S. Ledyard Rd	970.515.7822	
Jesse Martinez	16502 Essex Rd N	970-381-1358	

Beebe Draw Farms MD Nos. 1 & 2 and Authority Action Items Status Matrix (Updated 02/06/14)

Action Items	Date of Meeting	Assigned To	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
Community Center Expansion	03/08/11	Linda Angie			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

Beebe Draw Farms MD Nos. 1 & 2 and Authority Action Items Status Matrix (Updated 02/06/14)

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.
Rules and Regulations Regarding Amenities - 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	Angie Doug Linda			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 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

Beebe Draw Farms MD Nos. 1 & 2 and Authority Action Items Status Matrix (Updated 02/06/14)

Action Items	Date of Meeting	Assigned To	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
									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.
Lease at Milton Lake	08/09/11	Joe Christine MaryAnn			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. 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

Beebe Draw Farms MD Nos. 1 & 2 and Authority Action Items Status Matrix (Updated 02/06/14)

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									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.
Cheat, Rye and Mustard Grass Mitigation	10/09/12	Doug Dan			X				Linda has contacted CSU extension for best times to treat and a list of vendors to solicit cost of product. 10/11/12 – DeWayne has purchased the chemicals. 12/4/12 – DeWayne had to rebuild sprayer. He will coordinate with Tina Wooten in early Spring to identify cheat grass areas for spraying. 04/02/13 – DeWayne will contact Tina Wooten the week of April 1, 2013 to solicit information on the appropriate time of spraying for cheat grass. 06/26/2013 – BioTree will mitigate cheat grass in the fall of 2013. 07/09/13 – BOD directed staff to: 1) contact Tamarack Consulting to prepare a map of total area in need of mitigation, 2) identify a plan for opting in by residents and property owners, 3) bid the work. 08/07/13 – Dan met with Tina Booten to discuss cheat/rye and mustard grass mitigation in the community. Tina provided Dan with a list of vendors who could spray for these species. Dan will work with Tamarack to revise the map of the areas in need and solicit proposals and present at the September meeting. 09/04/13 – Dan will present proposals at the September meeting. 09/10/13 – Dan presented a proposal for weed mitigation for an approximate cost of $29,645.14. The Board did not support this expenditure at this time. Doug will do a bit more research into options for mitigation and on the herbicide Plateau. 10/08/13 – The BOD plans to test the benefit of spraying on a 25 or 50 acre location. Location still to be

Beebe Draw Farms MD Nos. 1 & 2 and Authority Action Items Status Matrix (Updated 02/06/14)

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									determined. 01/14/14 – Dan to provide a map to Doug of possible locations for spraying. 02/06/14 – Dan and Doug met and Dan provided map. Doug will meet with committee prior to the board meeting.
Landscape Master Plan at Entry and Gatehouse	10/09/12	Kelly D1			X				Linda will contact Alpine Gardens to request a proposal to prepare a master plan of the area. She will also contact the CSU extension to determine if they have a program that would address design and maintenance. 11/7/12 – Linda met with Alpine Gardens and will have a proposal to review at the December meeting. 02/12/13 – Linda will contact Alpine Gardens to provide a proposal for review at the March 2013 meeting. 04/02/13 – proposal presented and approved by BOD at March meeting. Agreement was drafted and routed to Alpine for execution. Agreement has been returned and work has begun. 04/17/13 – Linda presented a concept plan from Alpine Gardens. Christine had concerns with the amount of ornamental grasses being suggested. Linda will schedule a meeting with the committee, Christine and Alpine Gardens to discuss her concerns. 06/26/13 – Kelly Deitman will contact Bilt-Rite Signs to solicit an estimate on the fabrication of a new sign at the entryway. 07/09/13 – BOD to schedule a community meeting to discuss the draft design plans from Halcyon Designs and Alpine Gardens. 08/07/13 – Kelly continues to work on the sign design. 09/10/13 – Kelly presented her final design. She has solicited proposals and once she received costs, a work session will be scheduled with the community.

Beebe Draw Farms MD Nos. 1 & 2 and Authority Action Items Status Matrix (Updated 02/06/14)

Action Items	Date of Meeting	Assigned To	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
									10/08/13 – Kelly has received one proposal and continues to solicit two more. 10/28/13 – Three proposals received (total). To be reviewed at the November board meeting. 11/18/13 – Proposals presented at November board meeting. D1 board members will select a date for a community work session in January and Lisa will invite the community to attend. 01/14/14 – BOD scheduled a planning meeting on January 23, 2014 at 10 am and then a community meeting to present the project on January 28, 2014 at 6 pm. Anna will email residents inviting them to attend the community meeting. 02/06/14 – BOD met and discussed project and determined not to proceed with project at this time and to possibly revisit for the 2015 budget.
Pool Tile Repair	07/09/13	Angie			X				Staff presented two proposals for pool tile repair from Peak One Pools and Jim Wood. Angie will solicit references from both contractors and make a recommendation at a future meeting. 09/04/13 – BOD approved a contract with Jim Wood. Angie and Linda have selected replacement tiles and associated costs and Angie will present this information at the September meeting. 09/10/13 – pool tiles were approved. Angie will relay the information to Jim Wood and ask him to order the tile. Work to be completed in 2014. 10/02/13 – Angie spoke with Jim Wood and he will order the tile and necessary materials. His goal is to have the tile project completed by 05/01/2014. 01/14/14 – Angie will follow-up with Jim to confirm the timeline for installation. 02/06/14 – Angie contacted Jim and confirmed the installation of the pool tiles will be completed prior to

Beebe Draw Farms MD Nos. 1 & 2 and Authority Action Items Status Matrix (Updated 02/06/14)

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									the pool opening in May 2014.
Appraisal of Undeveloped Land	07/09/13	Joe Doug			X				BOD approved additional $500 to Value Consultants to re-value the undeveloped property to include its value and use to the Authority. Joe to notify Beverly of approval. 09/10/13 – discussion deferred. 10/08/13 – Joe continues to work with Clifton Larson Allen and Tamarack Consulting to solicit a proposal to update the oil and gas revenue projections on the undeveloped land. 11/18/13 – Joe and Doug will solicit proposals from Tamarack and CLA. 01/14/14 – This item is on hold until the valuation of oil and gas revenue issue has been resolved with Weld County.
Lot 84 Purchase	07/09/13	Doug Angie			X				BOD approved a proposal from McCloud & Assoc. to value Lot 84 for a NTE $600. Lisa to contact Harold. 07/26/13 – Draft report in progress. 08/07/13 – Final report has been received and will be presented to the BOD in August. 09/10/13 – Final asking price for Lot 84 is $60,000. Asking price for maintenance facility is $5,000/acre. MaryAnn will prepare a cost estimate related to the County process to subdivide the property or plat the property and draft a plan of action. Doug to negotiate for additional acreage if possible. 11/18/13 – BOD will consider the purchase of Lot 84 once a location for the new maintenance facility has been selected. 01/08/14 – BOD approved the purchase of Lot 84 at December 2013 meeting. 01/14/14 – contract was executed at January meeting. Closing scheduled for later in January.

Beebe Draw Farms MD Nos. 1 & 2 and Authority Action Items Status Matrix (Updated 02/06/14)

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									02/06/14 – closing postponed to mid-February.
New Maintenance Facility	10/08/13	Kelly			X				BOD approved a proposal from Tamarack Consulting to survey the land needed for the new maintenance facility. Lisa to draft change order. Joe to discuss specifics with Tim and Kelly. MaryAnn to work with Doug on County process. Tim to survey land within 30 days. BOD to review entire proposal at November meeting. 11/18/13 – Staff and Doug has located a site within Filing 1 that may be suitable to construct a new maintenance facility. Tamarack is currently surveying the desired site. 01/08/14 – Kelly commented at the December 2014 board meeting that the site identified to be acquired is in a good location to meet the needs of a new maintenance facility. 01/14/14 – Kelly will prepare color elevations for Option B for February board meeting.
Development of 36 Lots	07/09/13	Christine Tim			X				BOD approved a contract with Tamarack Consulting to complete Tasks I-IV in their proposal related to the development of the front 36 lots in the community. SDMS to draft service agreement. 07/26/13 – service agreement has been drafted and sent reviewed by legal counsel. Anna will transmit for execution. 08/07/13 – Service agreement has been finalized and routed to Tamarack for execution. Tamarack has returned the executed agreement and Anna has routed to Joe for signature. 09/04/13 – contract has been fully executed. 10/08/13 – Tim is preparing cost estimate and should have it completed by November meeting. 11/18/13 – cost estimate to be presented at December

Beebe Draw Farms MD Nos. 1 & 2 and Authority Action Items Status Matrix (Updated 02/06/14)

Action Items	Date of Meeting	Assigned To	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
									board meeting. 01/08/14 – Spec. home to begin construction in or around March 2014. 01/14/14 – Approvals from the County and other entities are being obtained. Once all approvals are received, Tamarack will bid the work. Timeline for completion of project is end of April or first part of May. 02/06/14 – bids have been received and will be presented to BOD for review and approval at the February 2014 meeting.
Chip Sealant Project	07/09/13	Dan			X				Dan will review the original and revised report from Empire Management to determine recommendations for pavement maintenance in 2013 09/10/13 – BOD approved the proposal from Empire Management for a NTE $1800. SDMS to draft agreement. Dan will communicate the concerns expressed by the community regarding past crack sealant services and the project management of those services to Empire Management. He will communicate their response to Lisa who will communicate the response to the Board and Debra Street. 10/08/13 – Empire Management will inspect the roadways by the end of week of 10/07/13 or beginning of the week 10/14/13 and provide written report. 11/18/13 – report completed. Empire does not recommend any road maintenance for 2013. They do recommend a chip sealant project on all roads in 2014. The board has included this project in the 2014 budget. 01/14/14 – Dan will contact Empire to solicit a timeline for the chip sealant project as well as a proposal for project management.
Port-a- Toilet Removal	07/09/13	Dan			X				Dan received contact information from Doug on a vendor in the area that may be able to remove the port-a-toiled that was left behind by the previous vendor

Beebe Draw Farms MD Nos. 1 & 2 and Authority Action Items Status Matrix (Updated 02/06/14)

Action Items	Date of Meeting	Assigned To	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
									who is no longer in business. Dan will make contact with this vendor and solicit a cost to dispose of the port-a-toilet. 08/27/13 – Doug provided a vendor to Dan to contact to possibly remove the port-a-toilet. Dan has left a message and will follow-up. 09/27/13 – Dan found a vendor who accepted the responsibility to remove the port – a- toilet.
Maintenance at RV Storage	08/13113	DeWayne			X				Mow weekly and spray for weeds in and around the RV Storage area. Remove the weeds and remove the fence posts.
NO DIVNG stickers at Pool	10/08/13	Dan			X				Contact Peak One Pools and solicit cost to replace NO DIVING stickers around pool deck.
Oil and Gas Valuation Analysis Related to Preliminary Assessed Valuation	10/08/13	MaryAnn			X				BOD approved proposal from Tamarack Consulting to conduct an analysis of the oil and gas revenues that were used by the County to calculate the 2013 preliminary AV. Lisa to draft change order to contract. 11/18/13- valuation complete. Tamarack will have final report in November. 12/05/13 – report received. 01/08/14 – MaryAnn will contact Weld County to schedule a meeting to discuss the methodology for valuation determination and to invite any and all Board members to attend the meeting with her. 01/14/14 – MaryAnn is in the process of scheduling the meeting with the Assessor's office. 02/06/14 – meeting with the County has been scheduled for February 18, 2014 at 2 pm.
Removal of Barbed Wire	01/14/14	Dan DeWayne			X				Dan will contact DeWayne and ask him to remove the barbed wire fence from the windmill east to the white natural gas pipes.
Snow Removal Services	01/14/14	Angie Glen						X	Angie, Glen and Dan will schedule a meeting with DeWayne to discuss snow removal expectations and

Beebe Draw Farms MD Nos. 1 & 2 and Authority Action Items Status Matrix (Updated 02/06/14)

Action Items	Date of Meeting	Assigned To	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
		Dan							equipment needs. 02/06/14 – Angie, Glen and Dan met with DeWayne on February 4, 2014. Angie summarized items discussed and emailed to Dan and asked Dan to transmit to DeWayne for acknowledgement.
AED's and CPR Training	01/14/14	Lisa			X				Contact District insurance carrier to discuss any additional liability should the Authority purchase AED equipment and provide CPR training to pool staff. 02/06/14 – Lisa contacted T. Charles Wilson and discussed the questions raised by the Board. T. Charles will work with the Pool to answer the questions as soon as possible.
Tennis Court Practice Net	01/14/14	Dan Angie			X				Dan to provide Angie with vendor information to order a new practice net for the tennis courts. 02/06/14 – Net has been ordered.
Rodent Mitigation 2014	01/14/14	Dan		X					Dan to contact Major Boddiker to discuss the 2014 rodent mitigate program and timing.
Budget Items and Future Projects for Consideration		**Authority**				X			**Costs and/or decisions for the following:** **1. -Purchase cover for stainless steel BBQ at pool** **2. -Pool furnishings – 1- lounge chair, 20 chairs, 15 mini-tables – recommend replacing with a darker color – Dan will solicit pricing for the replacement of pool furniture as suggested above. Pricing received for re-strapping pool furniture. Catalogue for new furniture is in the mail.** **3. -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.** **4. Hire seasonal employee to assist with mowing throughout the community.** **5. Discuss pool manager and pool staff positions**

Beebe Draw Farms MD Nos. 1 & 2 and Authority Action Items Status Matrix (Updated 02/06/14)

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									with Doug and Angie in February 2014. – emailed Doug and Angie requesting available dates to meet. Doug, Angie and Lisa met on February 6, 2014 and discussed pool and seasonal staffing for 2014 and put a plan of action it place. **6. Chip Sealant work in 2014. Include center line striping in scope of work.** **-Re-work irrigation system around sport court, not enough gpm to provide sufficient water to trees (were hand-watered all summer)**