

**BEEBE DRAW FARMS AUTHORITY**

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**A copy of the agenda/meeting packet is available at the Beebe Draw Farms website at  
[www.colorado.gov/beebedrawfarms](http://www.colorado.gov/beebedrawfarms)**

**NOTICE OF REGULAR MEETING AND AGENDA**

<u>Board of Directors:</u>	<u>Office:</u>	<u>Term Expires:</u>
Paul “Joe” Knopinski	President	June 2017
Christine Hethcock	Vice-President	June 2016
Glen Adkins	Treasurer	June 2016
Linda Cox	Assistant Secretary	June 2017
Lisa A. Johnson	Secretary	

DATE: April 12, 2016  
TIME: 6:00 P.M.  
PLACE: Pelican Lake Ranch Community Info and Sales Center  
16502 Beebe Draw Farms Parkway  
Platteville, Colorado

**I. ADMINISTRATIVE MATTERS**

A. Present Disclosures and Potential Conflicts of Interest.

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B. Approve Agenda and posting of meeting notices.

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C. FIRST READING:

1. \_\_\_\_\_

D. SECOND READING:

1. \_\_\_\_\_

E. EMERGENCY READING:

1. \_\_\_\_\_

## II. CONSENT AGENDA

These items are considered to be routine and will be approved and/or ratified by one motion. There will be no separate discussion of these items unless a Board member requests; in which event, the item will be removed from the Consent Agenda and considered in the Regular Agenda.

- Review and approve Minutes of the March 8, 2016 regular meeting (enclosure - 002).
- Consider approval of payment of claims through the period ending April 12, 2015, as follows (to be distributed):

General Fund	\$
Infrastructure Fund	\$
Amenities Fund	\$
<b>Total Claims:</b>	<b>\$</b>

- Review and accept unaudited financial statements through the period ending March 31, 2016 (enclosure - 003).
- Ratify policy related to refunding of RV Storage Fees due to termination of rental agreement and receipt of 30 days' notice of termination.

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## III. PUBLIC COMMENT

A. \_\_\_\_\_

## IV. FINANCIAL MATTERS

A. \_\_\_\_\_

B. FIRST READING:

1. \_\_\_\_\_

C. SECOND READING:

1. \_\_\_\_\_

D. EMERGENCY READING

1. \_\_\_\_\_

V. LEGAL MATTERS

- A. \_\_\_\_\_
- B. FIRST READING:
  - 1. \_\_\_\_\_
- C. SECOND READING:
  - 1. Status of Amended Lease with Farmers Reservoir and Irrigation Company  
(ADJOURN TO EXECUTIVE SESSION IF NECESSARY).  
\_\_\_\_\_
  - 2. \_\_\_\_\_
- D. EMERGENCY READING:
  - 1. \_\_\_\_\_

VI. OPERATIONS & MAINTENANCE

- A. Discuss items requiring action from the Authority Board from the Action Items  
Status Matrix (enclosure - 004).  
\_\_\_\_\_
- B. FIRST READING:
  - 1. \_\_\_\_\_
- C. SECOND READING:
  - 1. Discuss and consider approval of shock treatment to Lake Christina due to  
fish kill.  
\_\_\_\_\_
  - 2. Discuss and consider approval of an increase in the 2016 annual pool fees.  
\_\_\_\_\_
- D. EMERGENCY READING:
  - 1. \_\_\_\_\_

## VII. CAPITAL AMENITIES

### A. Status of New Maintenance Facility Project

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1. Consider approval of Change Order No. 5 for deletion of building address numerals and shark grip from shop floor in the amount of -\$155 to the DS Constructors Agreement (enclosure – 005).  

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2. Consider approval of Change Order No. 6 for installation of 4 additional hold down and bolts in the amount of \$634.81 to the DS Constructors Agreement (enclosure – 006).  

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3. Consider approval of Pay Application No. 3 in the amount of \$171,795.62 to DS Constructors (enclosure – 007).  

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### B. FIRST READING:

1. \_\_\_\_\_

### C. SECOND READING:

1. Discuss and ratify approval of signage at the new maintenance facility (enclosure – 008a and 008b).  

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### D. EMERGENCY READING:

1. \_\_\_\_\_

## VIII. INFRASTRUCTURE

### A. Filing 2:

1. Status of project.  

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### B. FIRST READING:

1. \_\_\_\_\_

C. SECOND READING:

1. \_\_\_\_\_

D. EMERGENCY READING:

1. \_\_\_\_\_

IX. OTHER BUSINESS

A. \_\_\_\_\_

X. ADJOURNMENT: **THE NEXT REGULAR MEETING IS SCHEDULED FOR MAY 10, 2016**

**MINUTES OF A REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF THE  
BEEBE DRAW FARMS AUTHORITY  
HELD  
MARCH 8, 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 8<sup>th</sup> day of March, 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.

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**ATTENDANCE**

**Directors In Attendance Were:**

Paul “Joe” Knopinski; President (via speakerphone)  
Christine Hethcock  
Linda Cox  
Glen Adkins

**Also In Attendance Were:**

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

Elisabeth Cortese, Esq. McGeady Becher P.C. (via speakerphone)

Josh Freeman (via speakerphone) and Doug Tabor; Beebe Draw Farms Metropolitan District No. 1 Board Members

Kelly Deitman and Erin Hare; Halcyon Design, LLC

Eric Wernsman; Resident and consultant to Halcyon Design, LLC

Gary Moore; Employee

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**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.

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**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 Cox and, upon vote, unanimously carried, the Agenda was approved as amended and Ms. Johnson noted meeting notices were posted as required.

**Designation of 24-Hour Posting Location:** Following discussion, upon motion duly made by President Knopinski, seconded by Director Cox and, upon vote, unanimously carried, the Board determined that notices of meetings of the District Board required pursuant to Section 24-6-402(2)(c), C.R.S., shall be posted within the boundaries of the District at least 24 hours prior to each meeting at the following location: Pelican Lake Ranch Community Info and Sales Center, 16502 Beebe Draw Farms Pkwy., Platteville, CO

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**CONSENT  
AGENDA**

Director Cox joined the meeting.

**Consent Agenda:** The Board considered the following actions:

- Approve Minutes of the February 9, 2016 regular meeting.
- Consider approval of the payment of claims through the period ending March 8, 2016 as follows:

General Fund:	\$ 56,257.39
Infrastructure Fund	\$ 57,744.56
Amenities Fund	\$ 134,218.15
Total:	\$ 248,220.10

- Accept unaudited financial statements through the period ending February 29, 2016

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

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**PUBLIC  
COMMENTS**

**Public Comments:** There were no public comments.

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## **LEGAL MATTERS**

**Status of Beebe Draw Farms Metropolitan District Nos. 1 and 2 Director's Elections:** Ms. Johnson reported that the elections for Beebe Draw Farms Metropolitan District Nos. 1 ("BBDRAWMD1") and 2 ("BBDRAWMD2") have been cancelled.

There were no self-nomination and acceptance forms received for BBDRAWMD1 and therefore after the May 3, 2016 election date, there will be two vacancies on the Board.

In BBDRAWMD2, Ms. Johnson received two self-nomination and acceptance forms by the deadline. Director Knopinski and McCarthy have been deemed elected and will begin their new terms after the May 3, 2016 election date. There will also be one vacancy on the Board after the May 3, 2016 election date.

### **SECOND READING:**

**Status of Amended Leases with Farmers Reservoir and Irrigation Company ("FRICO")- EXECUTIVE SESSION:** Attorney Cortese reported that she recently spoke with the attorney for FRICO and is working to coordinate a meeting with FRICO representatives, President Knopinski, Director Hethcock, Mr. Bowman and Attorney Cortese.

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## **OPERATIONS AND MAINTENANCE**

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

Mr. Moore reported that there was a recent fire at Lake Christina whereby vandals used the picnic table for firewood. The picnic table will need to be replaced.

Ms. Johnson reported that Ms. Leah Checketts has agreed to return as the 2016 Pool Manager. Ms. Johnson met with Ms. Checketts prior to the Board meeting to discuss hiring of pool assistants and scheduling the pool opening.

**Fish Kill at Lake Christina:** Director Hethcock informed the Board that Lake Christina appears to have experienced a fish kill this year due to ice and snow on the lake. Director Hethcock presented a cost to shock the water in the amount of \$1,500. This action will help determine which species were killed and which species will need restocking.

The Board discussed the information and will take action at the April meeting.

**RV Storage Rental Payment Arrangements Request:** Ms. Johnson reported that she was recently contacted by a resident who rents a space at the RV



Storage Facility. The renter asked if she could make monthly payments on her space rather than pay the annual rent in full.

The Board discussed the request and determined not to allow renters to make monthly payments on the annual RV Storage rent due to the cost to administer and record monthly payments.

The Board also considered allowing refunds of the annual rent should a renter terminate the rental agreement during the year and determined to allow refunds of pro-rated rent during the year after 30 days notice has been given of the termination of a rental agreement.

### **FIRST READING:**

**2016 Pool Fees:** The Board discussed increasing the annual pool fees for 2016 and determined to take action on this increase at the April board meeting.

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## **CAPITAL AMENITIES**

### **Status of New Maintenance Facility:**

**Status of project:** Ms. Deitman presented color schemes for the outside of the building and roof. The Board considered the options and approved the green scheme subject to final review by President Knopinski and Mr. Freeman.

**Change Order No. 1 to DS Constructors Contract:** Ms. Deitman presented Change Order No. 1 for the deletion of gyp ceiling from shop area in the amount of -\$4,063.00.

Following discussion, upon motion duly made by Director Cox, seconded by Director Adkins and, upon vote, unanimously carried, with Directors Cox and Adkins voting yes and Directors Hethcock and Knopinski supporting, the Board approved Change Order No. 1 for the deletion of gyp ceiling from shop area in the amount of -\$4,063.00.

**Change Order No. 2 to DS Constructors Contract:** Ms. Deitman presented Change Order No. 2 for increase in permit fees in the amount of \$1,423.00.

Following discussion, upon motion duly made by Director Cox, seconded by Director Adkins and, upon vote, unanimously carried, with Directors Cox and Adkins voting yes and Directors Hethcock and Knopinski supporting, the Board approved Change Order No. 2 for increase in permit fees in the amount of \$1,423.00.

**Change Order No. 3 to DS Constructors Contract:** Ms. Deitman presented Change Order No. 3 \$0 charge in-house change order.

Following discussion, upon motion duly made by Director Cox, seconded by Director Adkins and, upon vote, unanimously carried, with Directors Cox and Adkins voting yes and Directors Hethcock and Knopinski supporting, the Board approved Change Order No. 3 \$0 charge in-house change order.

**Change Order No. 4 to DS Constructors Contract:** Ms. Deitman presented Change Order No. 4 steel corners in lieu of wood in the amount of \$565.00.

Following discussion, upon motion duly made by Director Cox, seconded by Director Adkins and, upon vote, unanimously carried, with Directors Cox and Adkins voting yes and Directors Hethcock and Knopinski supporting, the Board approved Change Order No. 4 steel corners in lieu of wood in the amount of \$565.00.

**Pay Application No. 1 to DS Constructors Contract:** Ms. Deitman presented Pay Application No. 1 in the amount of \$73,224.10.

Following discussion, upon motion duly made by Director Cox, seconded by Director Adkins and, upon vote, unanimously carried, with Directors Cox and Adkins voting yes and Directors Hethcock and Knopinski supporting, the Board approved Pay Application No. 1 in the amount of \$73,224.10.

**Pay Application No. 2 to DS Constructors Contract:** Ms. Deitman presented Pay Application No. 2 in the amount of \$57,777.10.

Following discussion, upon motion duly made by Director Cox, seconded by Director Adkins and, upon vote, unanimously carried, with Directors Cox and Adkins voting yes and Directors Hethcock and Knopinski supporting, the Board approved Pay Application No. 2 in the amount of \$57,777.10.

**FIRST READING:**

**Signage for Maintenance Facility:** Director Cox presented two options for signage at the new maintenance facility. Ms. Deitman will confirm the address of the facility with Weld County and transmit the information to Ms. Johnson. The Board will consider approval of signage at the new maintenance facility at the April board meeting.

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**INFRASTRUCTURE**

**Planning of Filing 2, Platting of Next Phases:**

**Status of Project:** There was nothing new to report.

**Filing 1:** Director Hethcock reported that currently there is a small berm of dirt located behind Lot 22. The developer was planning to have the berm removed but the buyer of Lot 22 would like the berm to remain in place and the Developer has agreed to this request.

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**OTHER BUSINESS**

**Other Business:** There was no other business.

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**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 8, 2016  
MINUTES OF BEEBE DRAW FARMS AUTHORITY BY THE BOARD OF  
DIRECTORS SIGNING BELOW:

\_\_\_\_\_  
Paul "Joe" Knopinski

\_\_\_\_\_  
Linda Cox

\_\_\_\_\_  
Christine Hethcock

\_\_\_\_\_  
Glen Adkins

Beebe Draw Farms MD Nos. 1 & 2 and Authority Action Items Status Matrix (Updated 03/02/16)

Action Items	Date of Meeting	Assigned To	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
<b><u>Community Center Expansion</u></b>	03/08/11	Linda			X				<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&amp;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 03/02/16)

Action Items	Date of Meeting	Assigned To	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
									<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><b><u>Rules and Regulations Regarding Amenities</u></b></p> <ul style="list-style-type: none"> <li>- <u>Enforcement of oil and gas property reclamation</u></li> <li>- <u>Policy for mail room postings (who is responsible and how long should things remain)</u></li> <li>- <u>Use of community of center and how to provide access</u></li> <li>- <u>Rental of community center</u></li> </ul>	08/14/12	Linda			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. Include MaryAnn and T. Charles Wilson in review of draft rules.</p> <p>10/09/12 – Mike will schedule a meeting with the</p>

Beebe Draw Farms MD Nos. 1 & 2 and Authority Action Items Status Matrix (Updated 03/02/16)

Action Items	Date of Meeting	Assigned To	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
									<p>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>
<b><u>Lease at Milton Lake</u></b>	08/09/11	Joe Christine Elisabeth			X				<p>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.</p>

Beebe Draw Farms MD Nos. 1 & 2 and Authority Action Items Status Matrix (Updated 03/02/16)

Action Items	Date of Meeting	Assigned To	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
									<p>11/09/11 – MaryAnn to draft an agreement with FRICO.</p> <p>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.</p> <p>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.</p> <p>04/18/12 – Geitner Environmental provided a report to the Board. BOD will review report and discuss further at May meeting.</p> <p>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.</p> <p>07/18/12 – Surveys sent to residents for response.</p> <p>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.</p> <p>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.</p> <p>07/08/14 – Christine, Joe, Doug and Barry Bowman have a meeting scheduled with FRICO.</p> <p>8/18/14 – met with FRICO in August. Elisabeth to draft term sheet for renewal of lease and transmit to BOD for review.</p> <p>11/05/14 – draft term sheet completed and routed to BOD for discussion at November board meeting.</p>

Beebe Draw Farms MD Nos. 1 & 2 and Authority Action Items Status Matrix (Updated 03/02/16)

Action Items	Date of Meeting	Assigned To	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
									<p>11/11/14 – BOD discussed term sheet and suggested revisions. Elisabeth will revise accordingly and then send to BOD for final approval.</p> <p>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.</p> <p>3/3/15 – Elisabeth will research various documents for horsepower limitations and research the possibility of pontoon boats of @ 20hp.</p> <p>4/7/15 – Elisabeth has transmitted the term sheet to Barry Bowman for review and comment.</p> <p>06/01/15 – Elisabeth is working with Tamarack regarding the legal description of the hunting area to be included in the new lease.</p> <p>07/07/15 – Christine in conjunction with Tamarack Consulting has prepared a map of the area.</p> <p>08/04/15 – Elisabeth to transmit draft agreement to FRICO and request a meeting.</p> <p>08/12/15 – Elisabeth will transmit the draft agreement and cover letter to Christine for final review prior to transmitting to FRICO.</p> <p>09/15/15 – Elisabeth transmitted draft documents to FRICO.</p> <p>02/03/16 – Joe and Christine to contact FRICO.</p> <p>03-02/16 – Christine has requested meeting with FRICO. Elisabeth continues to contact attorney for FRICO.</p>
<b><u>New Maintenance Facility</u></b>	10/08/13	Kelly Committee			X				<p>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.</p>



Beebe Draw Farms MD Nos. 1 & 2 and Authority Action Items Status Matrix (Updated 03/02/16)

Action Items	Date of Meeting	Assigned To	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
									<p>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.</p> <p>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.</p> <p>01/14/14 - Kelly will prepare color elevations for Option B for February board meeting.</p> <p>02/11/14 - Kelly presented color elevations. BOD discussed funding. Next step is to schedule a community meeting in April.</p> <p>04/02/14 - community meeting is scheduled for April 12, 2014 at 9 am.</p> <p>06/04/14 - Kelly to continue to work with the County on the approval process. MaryAnn to work with Kelly on the design/build concept and statutory requirements.</p> <p>06/10/14 - Kelly to work with MaryAnn on revisions to her proposal.</p> <p>07/08/14 - Kelly, Doug and Elizabeth have a meeting scheduled to discuss the proposal on July 9, 2014.</p> <p>08/18/14 - BOD approved addendum to AIA for design work. NTE \$51,802. \$500,000 limited liability for all but Civil and Structural engineer = \$1,000,000.</p> <p>10/01/14 - Addendum has been executed. Kelly has begun work.</p> <p>11/05/14 - Kelly updated the Board that due to setback requirements, the maintenance facility may not be able to be constructed on the preferred site. Kelly and Doug are working with the County to determine if the equipment and setbacks can be moved. Kelly has also provided two sketches to potentially use the existing</p>

Beebe Draw Farms MD Nos. 1 & 2 and Authority Action Items Status Matrix (Updated 03/02/16)

Action Items	Date of Meeting	Assigned To	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
									<p>community center and Lot 84 in conjunction to build a new community center and maintenance facility on the entire site.</p> <p>2/4/15 - . Kelly and the committee have identified two new sites located in Beebe Draw Farms Metropolitan District No.2 ("District No. 2"). She presented the sites to the Board via Google Earth map. The Board discussed both options. Christine will provide a map of District No. 2 that shows the lot layout in the vicinity of the two options to determine which, if any, option is viable. Map indicating two possible locations circulated to BOD for review prior to February meeting.</p> <p>3/3/15 – Christine sent options for lots to purchase to locate the new maintenance facility on.</p> <p>4/8/15 – BOD negotiated the purchase of Lot 153. Kelly to confirm with the County that the maintenance facility can be constructed on the lot prior to Elisabeth drafting a Sale and Purchase Agreement for the lot.</p> <p>4/14/15 – Kelly received positive verbal feedback from the County regarding the location of the new maintenance facility. Elisabeth will contact Harold McCloud to obtain a verification of value/limited appraisal on the property.</p> <p>06/01/15 – Proposal from Harold McCloud was \$2500. The Board directed Elisabeth to obtain additional proposals.</p> <p>08/04/15 – Elisabeth has requested a proposal from Kennan Reinert for appraisal services. Kelly has prepared a change order in the amount of \$6,000 to cover the additional costs due to design changes (pre-engineered metal building to wood frame design) for the Board to approve at the August meeting.</p>

Beebe Draw Farms MD Nos. 1 & 2 and Authority Action Items Status Matrix (Updated 03/02/16)

Action Items	Date of Meeting	Assigned To	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
									<p>08/12/15 – BOD approved Halcyon Change Order in the amount of \$6,000. Kelly will prepare a first draft of a Request for Qualifications and then transmit to Elisabeth for review.</p> <p>09/02/15 – draft RFQ has been prepared and transmitted to Elisabeth for review.</p> <p>09/15/15 – Kelly submitted site plan review package to Weld County. Elisabeth to provide comments and revisions to RFQ and sample contract to Kelly.</p> <p>10/07/15 – RFQ finalized and published.</p> <p>10/23/15 – RFQ responses received. Kelly provided summary of responders to BOD.</p> <p>11/30/15 – Kelly issued addendums to the bid package and extended bid date to December 8<sup>th</sup>.</p> <p>01/06/16 – Contract was awarded at December 2015 meeting. Working to obtain fully executed contract documents.</p> <p>02/03/16 – Mobilization to begin end of January.</p> <p>03/02/16 – Project is underway.</p>
<u>Development of 36 Lots Construction</u>	03/11/14	Christine							<p>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 Draw Farms Parkway. Mark to draft summary of project. Lisa to distribute to community and post in mail room.</p> <p>05/07/14 – project is progressing. BOD will consider approval of change order nos. 1 and 2 at the May meeting.</p> <p>06/04/14 – BOD will consider approval of change orders 3-6 at June meeting.</p> <p>06/10/14 – BOD approved CO's 1-6. Project is almost complete.</p> <p>07/08/14 – BOD approved CO #7.</p> <p>8/18/14 – CO's # 7-11 approved.</p>

Beebe Draw Farms MD Nos. 1 & 2 and Authority Action Items Status Matrix (Updated 03/02/16)

Action Items	Date of Meeting	Assigned To	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
									<p>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.</p> <p>11/11/14 - Retainage payment was approved. Project is complete.</p> <p>2/4/15 - additional retainage payment was approved as well as CO # 15 and 16.</p> <p>3/3/15 - Fiore is working on re-locating the oil and gas access road.</p> <p>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.</p> <p>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.</p> <p>07/07/15 - EDI proposal was approved for erosion control measures.</p> <p>08/04/15 - EDI completed erosion control work.</p> <p>08/12/15 - REI to re-seed certain lots due to dry utility installation.</p>
<u>Investment Rates</u>	08/11/15	Lisa Divena			X				<p>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.</p> <p>08/17/15 -Divena contacted 1stBank regarding request to increase current rate to Colotrust rate or higher.</p> <p>09/15/15 - Divena will revisit with the Board after the</p>

Beebe Draw Farms MD Nos. 1 & 2 and Authority Action Items Status Matrix (Updated 03/02/16)

Action Items	Date of Meeting	Assigned To	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
									2016 budget has been approved.
<b><u>Part-Time Administrative Asst.</u></b>	11/10/15	Lisa Doug Linda Glen		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.
<b><u>Financing Options for Community Center</u></b>	11/10/15			X					Research financing options to construct expanded community center.
<b><u>Budget Items and Future Projects for Consideration</u></b>		Authority				X			<b>Costs and/or decisions for the following:</b> 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.

**BEEBE DRAW FARMS AUTHORITY**Schedule of Cash Position  
March 31, 2016

	<u>Rate</u>	<u>Operating</u>	<u>Infrastructure</u>	<u>Amenities</u>	<u>Total</u>
<b>Checking</b>					
First Bank	-	\$ 70,260.75	\$ -	\$ -	\$ 70,260.75
		<u>70,260.75</u>	<u>-</u>	<u>-</u>	<u>70,260.75</u>
<b>Investments</b>					
First Bank - Liquid Asset	0.10%	356,890.29	5,098,850.93	1,239,523.72	6,695,264.94
		<u>356,890.29</u>	<u>5,098,850.93</u>	<u>1,239,523.72</u>	<u>6,695,264.94</u>
<b>Total Funds as of March 31, 2016</b>		<b><u>\$ 427,151.04</u></b>	<b><u>\$ 5,098,850.93</u></b>	<b><u>\$ 1,239,523.72</u></b>	<b><u>\$ 6,765,525.69</u></b>

**Board of Directors:**

- \* Joe Knopinski
- \* Christine Hethcock
- \* Linda Cox
- \* Glen Adkins
- \*\* Lisa Johnson

\* Board member is an authorized signer on the checking account.

\*\* District Manager is an authorized signer on the checking account up to \$5,000.



BEEBE DRAW FARMS AUTHORITY  
COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS  
March 31, 2016

	GENERAL	INFRASTRUCTURE	AMENITIES	FIXED ASSETS	TOTAL MEMO ONLY
<u>ASSETS AND OTHER DEBITS</u>					
CURRENT ASSETS					
CASH IN CHECKING-FIRST BANK	\$ 70,260.75	\$ -	\$ -	\$ -	\$ 70,260.75
CASH IN FIRST BANK - LIQUID ASSET	356,890.29	5,098,850.93	1,239,523.72	-	6,695,264.94
DUE FROM DIST. NO. 1	-	42,626.12	10,656.53	-	53,282.65
DUE FROM DIST. NO. 2	-	51,921.65	12,980.41	-	64,902.06
PREPAID EXPENSES	-	-	-	-	-
ACCOUNTS RECEIVABLE	-	-	-	-	-
TOTAL CURRENT ASSETS	427,151.04	5,193,398.70	1,263,160.66	-	6,883,710.40
PROPERTY - AT COST					
ROADS	-	-	-	2,657,297.00	2,657,297.00
RECREATION FACILITIES	-	-	-	2,598,934.00	2,598,934.00
WATER DISTRIBUTION SYSTEM	-	-	-	1,292,161.00	1,292,161.00
WATER CAPACITY	-	-	-	815,660.00	815,660.00
OFFSITE WATER FACILITIES	-	-	-	300,000.00	300,000.00
IRRIGATION AND LANDSCAPE	-	-	-	143,085.00	143,085.00
LAND	-	-	-	1,543,533.00	1,543,533.00
CONSTRUCTION IN PROGRESS	-	-	-	1,396,445.00	1,396,445.00
ACCUMULATED DEPRECIATION	-	-	-	(2,829,578.00)	(2,829,578.00)
TOTAL PROPERTY	-	-	-	7,917,537.00	7,917,537.00
TOTAL ASSETS AND OTHER DEBITS	\$ 427,151.04	\$ 5,193,398.70	\$ 1,263,160.66	\$ 7,917,537.00	\$ 14,801,247.40
<u>LIABILITIES AND NET ASSETS</u>					
CURRENT LIABILITIES					
ACCOUNTS PAYABLE	\$ -	\$ -	\$ -	\$ -	\$ -
DUE TO GENERAL FUND	-	-	-	-	-
PAYROLL TAXES PAYABLE	-	-	-	-	-
RETAINAGE PAYABLE	-	11,176.42	6,894.80	-	18,071.22
TOTAL CURRENT LIABILITIES	-	11,176.42	6,894.80	-	18,071.22
NET ASSETS					
INVESTMENT IN FIXED ASSETS	-	-	-	7,917,537.00	7,917,537.00
RESTRICTED - TABOR	-	-	-	-	-
AMENITIES FUNDING	-	-	-	-	-
O&M RESERVE FUND	290,000.00	-	-	-	290,000.00
REPAIR & REPLACEMENT RESERVE FUND	179,512.95	-	-	-	179,512.95
DISCRETIONARY RESERVE FUND	78,402.87	-	-	-	78,402.87
CONSERVATION TRUST FUND	-	-	-	-	-
UNRESTRICTED	-	5,239,938.88	1,418,124.12	-	6,658,063.00
CURRENT EARNINGS	(120,764.78)	(57,716.60)	(161,858.26)	-	(340,339.64)
TOTAL NET ASSETS	427,151.04	5,182,222.28	1,256,265.86	7,917,537.00	6,865,639.18
TOTAL LIABILITIES AND NET ASSETS	\$ 427,151.04	\$ 5,193,398.70	\$ 1,263,160.66	\$ 7,917,537.00	\$ 14,801,247.40

**BEEBE DRAW FARMS AUTHORITY**  
**General Fund**  
**For the 3 Months Ending,**  
**March 31, 2016**

Acct No	Account Description	Period Actual	YTD Actual	Budget	Under/(Over) Budget	% of Budget
Revenue						
152500	Fishing Permits	-	-	10.00	10.00	0.0%
153000	Developer Rent	-	-	1,543.00	1,543.00	0.0%
153500	Pool Fees	-	-	4,000.00	4,000.00	0.0%
154000	RV Parking Fees	2,440.00	2,500.00	2,000.00	(500.00)	125.0%
156000	Interest	35.03	166.96	500.00	333.04	33.4%
157500	Other Income	-	-	5,000.00	5,000.00	0.0%
157510	Oil and Gas Other Revenue	-	-	500.00	500.00	0.0%
159500	Transfer From Dist. No. 1	-	-	81,448.00	81,448.00	0.0%
159502	Transfer from District 2	-	-	420,399.00	420,399.00	0.0%
159520	Transfer from Infrastructure	-	-	-	-	0.0%
159530	Transfer from Amenities	-	-	30,000.00	30,000.00	0.0%
159505	Trans. for O&M	-	-	-	-	0.0%
Total Revenue		2,475.03	2,666.96	545,400.00	542,733.04	0.5%
General and Administrative						
161400	Accounting	1,207.38	3,447.19	25,000.00	21,552.81	13.8%
161500	Audit Fees	26.40	26.40	6,000.00	5,973.60	0.4%
162000	Director's Fees	400.00	1,200.00	4,800.00	3,600.00	25.0%
162500	Payroll Taxes	421.32	794.77	5,110.00	4,315.23	15.6%
164800	Miscellaneous	159.65	594.23	5,000.00	4,405.77	11.9%
167000	Insurance and Bonds	-	13,838.41	16,033.00	2,194.59	86.3%
167500	Legal Services	2,034.50	3,583.20	35,000.00	31,416.80	10.2%
167510	Legal services - Oil and gas	-	-	10,000.00	10,000.00	0.0%
168000	Management	2,168.00	4,419.80	40,000.00	35,580.20	11.0%
168020	Project Management	243.00	586.20	10,000.00	9,413.80	5.9%
168050	Property Mgmt Wages	4,899.58	8,844.06	52,000.00	43,155.94	17.0%
168100	Engineering	50.00	50.00	12,000.00	11,950.00	0.4%
168060	Admin staff wages	-	-	10,000.00	10,000.00	0.0%
Total General and Administrative		11,609.83	37,384.26	230,943.00	193,558.74	16.2%
Physical Facilities						
171100	Community Center/Gatehouse	477.76	595.52	5,000.00	4,404.48	11.9%
171200	Equestrian Facility	-	-	1,500.00	1,500.00	0.0%
171300	Ground Lease	-	-	2,500.00	2,500.00	0.0%
171400	Nature Preserve	-	-	5,000.00	5,000.00	0.0%
171500	RV Storage	-	-	1,500.00	1,500.00	0.0%
171700	Sport Court	-	-	1,500.00	1,500.00	0.0%
171900	Utilities	837.50	2,193.97	24,000.00	21,806.03	9.1%
Total Physical Facilities		1,315.26	2,789.49	41,000.00	38,210.51	6.8%



**BEEBE DRAW FARMS AUTHORITY**  
**General Fund**  
**For the 3 Months Ending,**  
**March 31, 2016**

Acct No	Account Description	Period Actual	YTD Actual	Budget	Under/(Over) Budget	% of Budget
Aquatic Facilities						
172200	Community Pool	-	-	19,500.00	19,500.00	0.0%
172700	Pool and tile repair	-	-	-	-	0.0%
172300	Floating Docks	-	-	5,000.00	5,000.00	0.0%
172400	Lake Christina/Fish Stocking	-	-	7,500.00	7,500.00	0.0%
172500	Marina	-	-	500.00	500.00	0.0%
173600	Reservoir/Marina	-	-	500.00	500.00	0.0%
154600	Reservoir Lease Rev.	-	(40,204.15)	(40,765.00)	(560.85)	98.6%
168400	Reservoir Lease	44,671.28	44,671.28	45,298.00	626.72	98.6%
172800	Lake Christina Mntc/Habitat	-	-	25,000.00	25,000.00	0.0%
Total Aquatic Facilities		44,671.28	4,467.13	62,533.00	58,065.87	7.1%
Amenities						
173500	Park/Recreation Facilities	-	-	1,000.00	1,000.00	0.0%
173510	Landscaping Improvements	-	-	7,500.00	7,500.00	0.0%
173700	Signage	-	-	500.00	500.00	0.0%
Total Amenities		-	-	9,000.00	9,000.00	0.0%
Parks and Open Space						
174610	Play Equipment	-	-	2,500.00	2,500.00	0.0%
174700	Cross County Riding Course	-	-	1,000.00	1,000.00	0.0%
174800	Landscape Maintenance	3,150.00	3,150.00	21,000.00	17,850.00	15.0%
174900	Mosquito Control	-	-	11,725.00	11,725.00	0.0%
175100	Open Space Maintenance	-	-	1,000.00	1,000.00	0.0%
175300	Rodent Control	-	-	6,500.00	6,500.00	0.0%
175400	Weed and Insect Control	-	-	2,000.00	2,000.00	0.0%
175500	Tree Maintenance	-	-	9,500.00	9,500.00	0.0%
Total Parks and Open Space		3,150.00	3,150.00	55,225.00	52,075.00	5.7%
Roads, Trails and Ditches						
176200	Riding/Walking Trails	-	-	750.00	750.00	0.0%
176210	Nature Trail at Lake Christina	-	-	1,500.00	1,500.00	0.0%
176300	Road Maintenance - Dirt	-	-	500.00	500.00	0.0%
176400	Road Maintenance - Paved	-	-	8,000.00	8,000.00	0.0%
Total Roads, Trails and Ditches		-	-	10,750.00	10,750.00	0.0%
O&M - Other Expenses						
166000	Other Repairs/Maintenance	947.45	1,476.04	10,000.00	8,523.96	14.8%
166200	Public Relations	-	-	2,500.00	2,500.00	0.0%
166900	Vehicle/Equipment	940.89	1,738.81	8,000.00	6,261.19	21.7%
Total O&M - Other Expenses		1,888.34	3,214.85	20,500.00	17,285.15	15.7%
Infrastructure/Amenities						
176800	Infrastructure	-	-	-	-	0.0%
177000	Engineering/Planning	-	-	-	-	0.0%
177200	Signage	-	-	200.00	200.00	0.0%
Total Infrastructure/Amenities		-	-	200.00	200.00	0.0%

**BEEBE DRAW FARMS AUTHORITY**  
**General Fund**  
**For the 3 Months Ending,**  
**March 31, 2016**

Acct No	Account Description	Period Actual	YTD Actual	Budget	Under/(Over) Budget	% of Budget
	Other Items/ Reserve Funds					
169800	Emergency Reserve	-	-	12,823.00	12,823.00	0.0%
179010	Trans. to Infrastructure Fund	-	-	-	-	0.0%
179020	Trans. to Amenities Fund	-	-	-	-	0.0%
169000	Capital Repl. and Res.	-	-	47,500.00	47,500.00	0.0%
179501	Capital R&R Contingency	-	-	25,000.00	25,000.00	0.0%
179502	Discretionary Fund Contingency	-	-	79,627.00	79,627.00	0.0%
	Total Expenditures	62,634.71	51,005.73	595,101.00	544,095.27	8.6%
	Revenue in Excess of Expenditures	(60,159.68)	(48,338.77)	(49,701.00)	(1,362.23)	97.3%
150100	Beginning Fund Balance	-	475,489.81	472,955.00	(2,534.81)	100.5%
	Ending Funding Balance	(60,159.68)	427,151.04	423,254.00	(3,897.04)	100.9%

**BEEBE DRAW FARMS AUTHORITY**  
**Infrastructure Fund**  
**For the 3 Months Ending,**  
**March 31, 2016**

Acct No	Account Description	Period Actual	YTD Actual	Budget	Under/(Over) Budget	% of Budget
Revenue						
356000	Interest	432.41	1,965.46	-	(1,965.46)	0.0%
357000	Water Tap Fees	-	-	120,000.00	120,000.00	0.0%
359610	Transfer from Dist. No. 1	-	-	46,896.00	46,896.00	0.0%
359620	Transfer from Dist. No. 2	-	-	696,219.00	696,219.00	0.0%
	Total Revenue	432.41	1,965.46	863,115.00	861,149.54	0.2%
General and Administrative						
376800	Infrastructure	-	-	1,280,000.00	1,280,000.00	0.0%
367500	Infrastructure	-	-	-	-	0.0%
377000	Engineering/Planning	57,744.56	59,682.06	400,000.00	340,317.94	14.9%
377200	Street Signage	-	-	10,000.00	10,000.00	0.0%
379500	Contingency	-	-	4,490,652.00	4,490,652.00	0.0%
	Total Expenditures	57,744.56	59,682.06	6,180,652.00	6,120,969.94	1.0%
	Revenue in Excess of Expenditures	(57,312.15)	(57,716.60)	(5,317,537.00)	(5,259,820.40)	1.1%
350100	Beginning Fund Balance	-	5,239,938.88	5,317,536.00	77,597.12	98.5%
	Ending Funding Balance	(57,312.15)	5,182,222.28	(1.00)	(5,182,223.28)	-518222228.0%

**BEEBE DRAW FARMS AUTHORITY**  
**Amenities Fund**  
**For the 3 Months Ending,**  
**March 31, 2016**

Acct No	Account Description	Period Actual	YTD Actual	Budget	Under/(Over) Budget	% of Budget
Revenue						
456000	Interest	115.32	531.69	-	(531.69)	0.0%
457500	Other Income	-	-	-	-	0.0%
459600	Transfer from General Fund	-	-	-	-	0.0%
459610	Transfer from Dist. No. 1	-	-	11,724.00	11,724.00	0.0%
459620	Transfer from Dist. No. 2	-	-	174,055.00	174,055.00	0.0%
	Total Revenue	<u>115.32</u>	<u>531.69</u>	<u>185,779.00</u>	<u>185,247.31</u>	0.3%
General and Administrative						
472120	Community Center-Legal	137.50	400.00	-	(400.00)	0.0%
472140	Community Cntr-Engineering	-	-	65,000.00	65,000.00	0.0%
473500	Maintenance Facility	137,998.00	155,598.00	650,000.00	494,402.00	23.9%
473510	Mntc Facility - Land	-	-	-	-	0.0%
473520	Mntc Facility - Legal	112.50	1,205.00	-	(1,205.00)	0.0%
473530	Mntc Facility - Engineering	1,243.75	1,243.75	-	(1,243.75)	0.0%
473540	Mntc Facility - Architecture	1,621.20	3,943.20	-	(3,943.20)	0.0%
473200	Equestrian Center	-	-	-	-	0.0%
467500	Legal - Amenities	-	-	-	-	0.0%
474000	Planned Amenities	-	-	-	-	0.0%
479000	Transfer to General Fund	-	-	30,000.00	30,000.00	0.0%
479500	Contingency - Int. Amen. Fund	-	-	605,712.00	605,712.00	0.0%
	Total Expenditures	<u>141,112.95</u>	<u>162,389.95</u>	<u>1,350,712.00</u>	<u>1,188,322.05</u>	12.0%
	Revenue in Excess of Expenditures	(140,997.63)	(161,858.26)	(1,164,933.00)	(1,003,074.74)	13.9%
450100	Beginning Fund Balance	-	1,418,124.12	1,164,933.00	(253,191.12)	121.7%
	Ending Funding Balance	<u>(140,997.63)</u>	<u>1,256,265.86</u>	-	<u>(1,256,265.86)</u>	0.0%

**Beebe Draw Farms Authority  
General Fund - Ending Fund Balances  
March 31, 2016**

	<u>Capital Reserve and Replacement</u>	<u>Discretionary Fund</u>	<u>O&amp;M Reserve Fund</u>	<u>O&amp;M Fund</u>	<u>Total</u>
<b>Beginning Balances - January 1, 2016</b>	129,363.64	56,126.17	290,000.00	-	475,489.81
<b>Accruals - 2016</b>					
Annual accrual of \$50,149.31	50,149.31	-	-	-	50,149.31
Adjustment to correct prior year's accruals	-	-	-	-	-
Annual accrual of \$22,276.70	-	22,276.70	-	-	22,276.70
Adjustment to correct prior year's accruals	-	-	-	-	-
Additional O&M Funding per 4-17-13 motion of the Board	-	-	-	-	-
<b>Expenses - 2016</b>					
2016 Expenses through March	-	-	-	(91,209.88)	(91,209.88)
<b>Revenues - 2016</b>					
2016 Revenue through March	-	-	-	(29,554.90)	(29,554.90)
<b>Ending Balances - 2016</b>	<u>179,512.95</u>	<u>78,402.87</u>	<u>290,000.00</u>	<u>(120,764.78)</u>	<u>427,151.04</u>

Beebe Draw Farms MD Nos. 1 & 2 and Authority Action Items Status Matrix (Updated 04/06/16)

Action Items	Date of Meeting	Assigned To	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
<b><u>Community Center Expansion</u></b>	03/08/11	Linda			X				<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&amp;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 04/06/16)

Action Items	Date of Meeting	Assigned To	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
									<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><b><u>Rules and Regulations Regarding Amenities</u></b></p> <ul style="list-style-type: none"> <li>- <u>Enforcement of oil and gas property reclamation</u></li> <li>- <u>Policy for mail room postings (who is responsible and how long should things remain)</u></li> <li>- <u>Use of community of center and how to provide access</u></li> <li>- <u>Rental of community center</u></li> </ul>	08/14/12	Linda			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. Include MaryAnn and T. Charles Wilson in review of draft rules.</p> <p>10/09/12 – Mike will schedule a meeting with the</p>

Beebe Draw Farms MD Nos. 1 & 2 and Authority Action Items Status Matrix (Updated 04/06/16)

Action Items	Date of Meeting	Assigned To	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
									<p>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>
<b><u>Lease at Milton Lake</u></b>	08/09/11	Joe Christine Elisabeth			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 04/06/16)

Action Items	Date of Meeting	Assigned To	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
									<p>11/09/11 – MaryAnn to draft an agreement with FRICO.</p> <p>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.</p> <p>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.</p> <p>04/18/12 – Geitner Environmental provided a report to the Board. BOD will review report and discuss further at May meeting.</p> <p>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.</p> <p>07/18/12 – Surveys sent to residents for response.</p> <p>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.</p> <p>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.</p> <p>07/08/14 – Christine, Joe, Doug and Barry Bowman have a meeting scheduled with FRICO.</p> <p>8/18/14 – met with FRICO in August. Elisabeth to draft term sheet for renewal of lease and transmit to BOD for review.</p> <p>11/05/14 – draft term sheet completed and routed to BOD for discussion at November board meeting.</p>

Beebe Draw Farms MD Nos. 1 & 2 and Authority Action Items Status Matrix (Updated 04/06/16)

Action Items	Date of Meeting	Assigned To	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
									<p>11/11/14 – BOD discussed term sheet and suggested revisions. Elisabeth will revise accordingly and then send to BOD for final approval.</p> <p>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.</p> <p>3/3/15 – Elisabeth will research various documents for horsepower limitations and research the possibility of pontoon boats of @ 20hp.</p> <p>4/7/15 – Elisabeth has transmitted the term sheet to Barry Bowman for review and comment.</p> <p>06/01/15 – Elisabeth is working with Tamarack regarding the legal description of the hunting area to be included in the new lease.</p> <p>07/07/15 – Christine in conjunction with Tamarack Consulting has prepared a map of the area.</p> <p>08/04/15 – Elisabeth to transmit draft agreement to FRICO and request a meeting.</p> <p>08/12/15 – Elisabeth will transmit the draft agreement and cover letter to Christine for final review prior to transmitting to FRICO.</p> <p>09/15/15 – Elisabeth transmitted draft documents to FRICO.</p> <p>02/03/16 – Joe and Christine to contact FRICO.</p> <p>03-02/16 – Christine has requested meeting with FRICO. Elisabeth continues to contact attorney for FRICO.</p> <p>04/06/16 – Elisabeth made contact with FRICO attorney and is working to schedule a meeting.</p>
<b><u>New Maintenance Facility</u></b>	10/08/13	Kelly Committee			X				<p>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</p>

Beebe Draw Farms MD Nos. 1 & 2 and Authority Action Items Status Matrix (Updated 04/06/16)

Action Items	Date of Meeting	Assigned To	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
									<p>days. BOD to review entire proposal at November meeting.</p> <p>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.</p> <p>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.</p> <p>01/14/14 – Kelly will prepare color elevations for Option B for February board meeting.</p> <p>02/11/14 – Kelly presented color elevations. BOD discussed funding. Next step is to schedule a community meeting in April.</p> <p>04/02/14 – community meeting is scheduled for April 12, 2014 at 9 am.</p> <p>06/04/14 – Kelly to continue to work with the County on the approval process. MaryAnn to work with Kelly on the design/build concept and statutory requirements.</p> <p>06/10/14 – Kelly to work with MaryAnn on revisions to her proposal.</p> <p>07/08/14 – Kelly, Doug and Elizabeth have a meeting scheduled to discuss the proposal on July 9, 2014.</p> <p>08/18/14 – BOD approved addendum to AIA for design work. NTE \$51,802. \$500,000 limited liability for all but Civil and Structural engineer = \$1,000,000.</p> <p>10/01/14 – Addendum has been executed. Kelly has begun work.</p> <p>11/05/14 – Kelly updated the Board that due to setback requirements, the maintenance facility may not be able to be constructed on the preferred site. Kelly and Doug are working with the County to determine if the</p>

Beebe Draw Farms MD Nos. 1 & 2 and Authority Action Items Status Matrix (Updated 04/06/16)

Action Items	Date of Meeting	Assigned To	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
									<p>equipment and setbacks can be moved. Kelly has also provided two sketches to potentially use the existing community center and Lot 84 in conjunction to build a new community center and maintenance facility on the entire site.</p> <p>2/4/15 - . Kelly and the committee have identified two new sites located in Beebe Draw Farms Metropolitan District No.2 ("District No. 2"). She presented the sites to the Board via Google Earth map. The Board discussed both options. Christine will provide a map of District No. 2 that shows the lot layout in the vicinity of the two options to determine which, if any, option is viable. Map indicating two possible locations circulated to BOD for review prior to February meeting.</p> <p>3/3/15 – Christine sent options for lots to purchase to locate the new maintenance facility on.</p> <p>4/8/15 – BOD negotiated the purchase of Lot 153. Kelly to confirm with the County that the maintenance facility can be constructed on the lot prior to Elisabeth drafting a Sale and Purchase Agreement for the lot.</p> <p>4/14/15 – Kelly received positive verbal feedback from the County regarding the location of the new maintenance facility. Elisabeth will contact Harold McCloud to obtain a verification of value/limited appraisal on the property.</p> <p>06/01/15 – Proposal from Harold McCloud was \$2500. The Board directed Elisabeth to obtain additional proposals.</p> <p>08/04/15 – Elisabeth has requested a proposal from Kennan Reinert for appraisal services. Kelly has prepared a change order in the amount of \$6,000 to cover the additional costs due to design changes (pre-</p>

Beebe Draw Farms MD Nos. 1 & 2 and Authority Action Items Status Matrix (Updated 04/06/16)

Action Items	Date of Meeting	Assigned To	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
									<p>engineered metal building to wood frame design) for the Board to approve at the August meeting.</p> <p>08/12/15 – BOD approved Halcyon Change Order in the amount of \$6,000. Kelly will prepare a first draft of a Request for Qualifications and then transmit to Elisabeth for review.</p> <p>09/02/15 – draft RFQ has been prepared and transmitted to Elisabeth for review.</p> <p>09/15/15 – Kelly submitted site plan review package to Weld County. Elisabeth to provide comments and revisions to RFQ and sample contract to Kelly.</p> <p>10/07/15 – RFQ finalized and published.</p> <p>10/23/15 – RFQ responses received. Kelly provided summary of responders to BOD.</p> <p>11/30/15 – Kelly issued addendums to the bid package and extended bid date to December 8<sup>th</sup>.</p> <p>01/06/16 – Contract was awarded at December 2015 meeting. Working to obtain fully executed contract documents.</p> <p>02/03/16 – Mobilization to begin end of January.</p> <p>03/02/16 – Project is underway.</p>
<b><u>Development of 36 Lots Construction</u></b>	03/11/14	Christine							<p>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 Draw Farms Parkway. Mark to draft summary of project. Lisa to distribute to community and post in mail room.</p> <p>05/07/14 – project is progressing. BOD will consider approval of change order nos. 1 and 2 at the May meeting.</p> <p>06/04/14 – BOD will consider approval of change orders 3-6 at June meeting.</p> <p>06/10/14 – BOD approved CO's 1-6. Project is almost complete.</p>

Beebe Draw Farms MD Nos. 1 & 2 and Authority Action Items Status Matrix (Updated 04/06/16)

Action Items	Date of Meeting	Assigned To	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
									<p>07/08/14 – BOD approved CO #7.</p> <p>8/18/14 – CO's # 7-11 approved.</p> <p>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.</p> <p>11/11/14 – Retainage payment was approved. Project is complete.</p> <p>2/4/15 – additional retainage payment was approved as well as CO # 15 and 16.</p> <p>3/3/15 – Fiore is working on re-locating the oil and gas access road.</p> <p>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.</p> <p>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.</p> <p>07/07/15 – EDI proposal was approved for erosion control measures.</p> <p>08/04/15 – EDI completed erosion control work.</p> <p>08/12/15 – REI to re-seed certain lots due to dry utility installation.</p>
<b><u>Investment Rates</u></b>	08/11/15	Lisa Divena			X				<p>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.</p> <p>08/17/15 –Divena contacted 1stBank regarding request to increase current rate to Colotrust rate or</p>

Beebe Draw Farms MD Nos. 1 & 2 and Authority Action Items Status Matrix (Updated 04/06/16)

Action Items	Date of Meeting	Assigned To	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
									higher. 09/15/15 – Divena will revisit with the Board after the 2016 budget has been approved.
<b><u>Community Administrative Asst.</u></b>	11/10/15	Lisa Doug Linda Glen			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. <b>04/06/16</b> – 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 18 <sup>th</sup> .
<b><u>Seasonal Maintenance Worker</u></b>	03/08/16	Gary Glen Linda Doug Lisa			X				Seasonal Maintenance Worker job description was updated and sent to Michelle for review and comment. Job Description was posted in community with a deadline to submit resumes by April 30 <sup>th</sup> . To date three resumes have been received.
<b><u>Financing Options for Community Center</u></b>	11/10/15			X					Research financing options to construct expanded community center.
<b><u>Budget Items and Future Projects for Consideration</u></b>		Authority				X			<b>Costs and/or decisions for the following:</b> <b>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.</b> <b>-Re-work irrigation system around sport court, not enough gpm to provide sufficient water to trees (were hand-watered all summer)</b> <b>-Landscape and Entryway Monumentation Project – possibly re-visit for 2016 budget.</b>



## Change Order

Order#: 5

Order Date: 04/04/2016

**To:** Beebe Draw Farms Authority  
141 Union Blvd Suite 150  
Lakewood CO 80228

**Project:** 16001  
Platteville Beebe Farms  
Platteville CO

The contractor agrees to perform and the owner agrees to pay for the following changes to this contract.

Plans Attached ☐

**Ordered By:** 30 Jayson Malisani

**Customer Order:**

Specifications Attached ☐

Description of Work	Amount
Delete Address Numerals and SG	-155.00
Delete Address Numerals	
Delete Shark Grip From Shop Floor	

### Notes

Negative changes will lower the overall contract price requiring no additional payment by owner.

**Requested Amount of Change**

**-155.00**

The original Contract Sum was .....	901,299.00
Net change by previous Change Orders .....	-2,075.00
The Contract Sum prior to this Change Order .....	899,224.00
The Contract Sum will be changed by this Change Order .....	-155.00
The new Contract Sum including this Change Order will be .....	899,069.00
The Contract Time will be changed by .....	0 Days

Owner: \_\_\_\_\_ Date: \_\_\_\_\_

Contractor: \_\_\_\_\_ Date: \_\_\_\_\_





**Date:** 3/10/2016

**Delete Building Address Numerals**  
**Delete Shark Grip From Shop Floor**

[illegible]



## Change Order

Order#: 6

Order Date: 04/04/2016

**To:** Beebe Draw Farms Authority  
141 Union Blvd Suite 150  
Lakewood CO 80228

**Project:** 16001  
Platteville Beebe Farms  
Platteville CO

The contractor agrees to perform and the owner agrees to pay for the following changes to this contract.

Plans Attached ☐

**Ordered By:**

**Customer Order:**

Specifications Attached ☐

Description of Work	Amount
PDI #7 Additional Holddowns	634.81

### Notes

Negative changes will lower the overall contract price requiring no additional payment by owner.

**Requested Amount of Change**

**634.81**

The original Contract Sum was .....	901,299.00
Net change by previous Change Orders .....	-2,075.00
The Contract Sum prior to this Change Order .....	899,224.00
The Contract Sum will be changed by this Change Order .....	634.81
The new Contract Sum including this Change Order will be .....	899,858.81
The Contract Time will be changed by .....	0 Days

Owner: \_\_\_\_\_ Date: \_\_\_\_\_

Contractor: \_\_\_\_\_ Date: \_\_\_\_\_

COST CODE	DESCRIPTION OF WORK	SUBCONTRACTOR	ESTIMATED		LABOR		MATERIAL		EQUIPMENT		SUBCONTRACT		TOTAL
			QUAN	UNIT	UNIT	EXT	UNIT	EXT	UNIT	EXT	UNIT	EXT	
	Install 4 additional Simpson HDU8-SDS2.5												
	Simpson HDU8-SDS 2.5 hold down and Bolts	PRO Build	4	ls			\$0.00	\$56.57	\$226.28		\$0.00	\$0	\$ 226.28
	Labor and Tools	Stone Mountain Design	4	ls	\$35.00	\$140.00	\$0.00		\$0.00	\$0.00	\$0	\$ 140.00	
			0	ls			\$0.00		\$0.00	\$0.00	\$0	\$ -	
			0	ls			\$0.00		\$0.00	\$0.00	\$0	\$ -	
			0	ls			\$0.00		\$0.00	\$0.00	\$0	\$ -	
			0	ls			\$0.00		\$0.00	\$0.00	\$0	\$ -	
			0	ls			\$0.00		\$0.00	\$0.00	\$0	\$ -	
			0	ls			\$0.00		\$0.00	\$0.00	\$0	\$ -	
			0	ls			\$0.00		\$0.00	\$0.00	\$0	\$ -	
			0	ls			\$0.00		\$0.00	\$0.00	\$0	\$ -	
			0	ls			\$0.00		\$0.00	\$0.00	\$0	\$ -	
			0	ls			\$0.00		\$0.00	\$0.00	\$0	\$ -	
			0	ls			\$0.00		\$0.00	\$0.00	\$0	\$ -	
			0	ls			\$0.00		\$0.00	\$0.00	\$0	\$ -	
	Laborer		0	mh	\$25.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0	\$ -	
	Carpenter		0	mh	\$55.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0	\$ -	
	On site Management	DSC	1.00	mh	\$85.00	\$85.00	\$0.00		\$0.00	\$0.00	\$0	\$ 85.00	
	Project Manager	DSC	1.50	mh	\$75.00	\$112.50	\$0.00		\$0.00	\$0.00	\$0	\$ 112.50	
	TOTAL DIRECT COSTS						\$338		\$226		\$0	\$0	\$ 563.78
	OVERHEAD & PROFIT on DSC Work		10.00%										\$ 56.38
	SMALL TOOLS		15.00%										\$ -
	AS-BUILTS / DOCUMENT REPRODUCTION												\$ -
	BOND		1.60%										\$ 9.92
	INSURANCE		0.75%										\$ 4.73
	TOTAL PROJECT COSTS											\$ 634.81	



# Progress Billing

Application: 3  
Period: 03/31/2016

**Owner:** Beebe Draw Farms Authority  
141 Union Blvd Suite 150  
Lakewood CO 80228

**Job Location:** Platteville Beebe Farms  
Platteville CO

## Application For Payment On Contract

Original Contract.....	901,299.00
Net Change by Change Orders.....	-2,075.00
Contract Sum to Date.....	899,224.00
Total Complete to Date.....	318,733.50
Total Retained.....	15,936.68
Total Earned Less Retained.....	302,796.82
Less Previous Billings.....	131,001.20
Current Payment Due.....	171,795.62
Balance on Contract.....	596,427.18

## Contractor's Certification of Work

The undersigned contractor certifies that, to the best of the contractor's knowledge, the work on the above named job has been completed in accordance with the plans and specifications to the level of completion indicated on the attached schedule of completion.

Contractor: Jayson Malisani Date: 3/25/2016  
Jayson Malisani, Project Manager

Terms: Invoices are due and payable 30DY from the date of invoice. All overdue amounts will be charged a service charge of 0.00 % per annum. Please make checks payable to: DS Constructors 3780 N. Garfield Ave., Ste 101, Loveland, CO 80538

Thank you for your prompt payment.

# PROGRESS BILLING

## Platteville Beebe Farms

Schedule of Work Completed

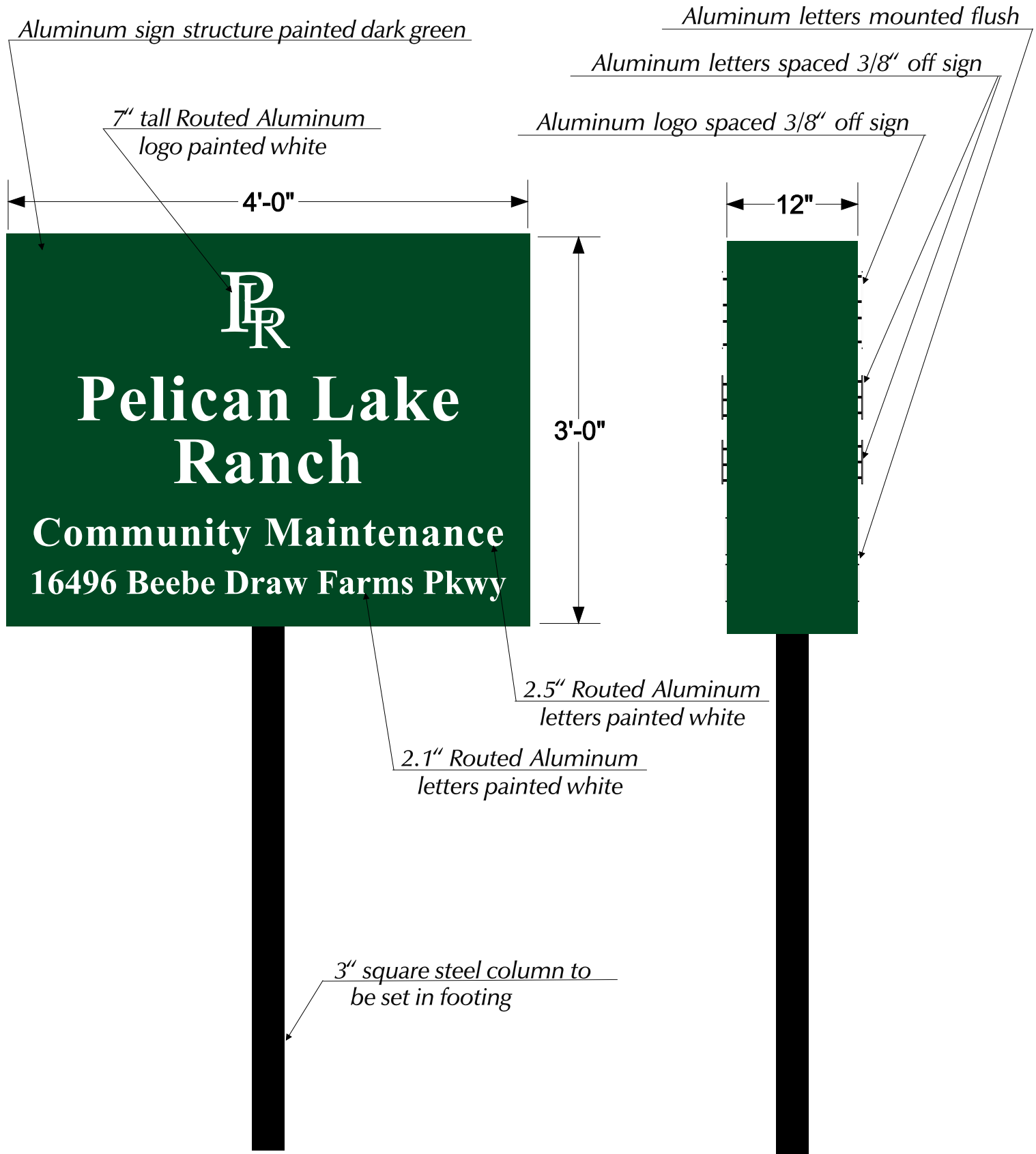
Application: 3

Period: 03/31/2016

Description of Work	Scheduled	Changes	Contract	Previous	Current Comp.	Stored Mat.	Total Comp.	%	Balance	Retained
General Conditions	150,459.00		150,459.00	81,008.00	23,150.00		104,158.00	69.23	46,301.00	5,207.90
Earthwork	38,366.00		38,366.00	24,830.00	6,768.00		31,598.00	82.36	6,768.00	1,579.90
Site Utilities	18,045.00		18,045.00		18,045.00		18,045.00	100.00		902.25
Asphalt	68,082.00		68,082.00		26,635.50		26,635.50	39.12	41,446.50	1,331.78
Concrete/Precast Concrete	77,047.00		77,047.00	18,628.00	40,253.00		58,881.00	76.42	18,166.00	2,944.05
Masonry	12,296.00		12,296.00		4,215.00		4,215.00	34.28	8,081.00	210.75
Metals	13,394.00		13,394.00		3,000.00		3,000.00	22.40	10,394.00	150.00
Rough Carpentry	114,657.00		114,657.00		41,252.00		41,252.00	35.98	73,405.00	2,062.60
Casework	9,820.00		9,820.00						9,820.00	
Insulation	32,596.00		32,596.00		13,456.00		13,456.00	41.28	19,140.00	672.80
Metal Wall Panels and Roofi	76,334.00		76,334.00						76,334.00	
Storefront/glazing	5,118.00		5,118.00						5,118.00	
HM Door and Frames	10,118.00		10,118.00						10,118.00	
Overhead Doors	17,100.00		17,100.00	10,334.00			10,334.00	60.43	6,766.00	516.70
Fiberglass Windows/Solotub	15,604.00		15,604.00	5,736.00			5,736.00	36.76	9,868.00	286.80
Gypboard	29,207.00		29,207.00						29,207.00	
FRP	1,940.00		1,940.00						1,940.00	
Paint/coating	13,700.00		13,700.00						13,700.00	
Floor Base	841.00		841.00						841.00	
Stucco	22,950.00		22,950.00						22,950.00	
Specialties	10,630.00		10,630.00						10,630.00	
Plumbing	48,277.00		48,277.00						48,277.00	
Mechanical	42,113.00		42,113.00		2,063.00		2,063.00	4.90	40,050.00	103.15
Electrical	37,805.00		37,805.00		2,000.00		2,000.00	5.29	35,805.00	100.00
Landscaping	34,800.00		34,800.00						34,800.00	
Change Order# 1		-4,063.00	-4,063.00	-4,063.00			-4,063.00	100.00		-203.15
Change Order# 2		1,423.00	1,423.00	1,423.00			1,423.00	100.00		71.15
Change Order# 3		565.00	565.00						565.00	
<b>Totals:</b>	<b>901,299.00</b>	<b>-2,075.00</b>	<b>899,224.00</b>	<b>137,896.00</b>	<b>180,837.50</b>		<b>318,733.50</b>	<b>35.45</b>	<b>580,490.50</b>	<b>15,936.68</b>

FACE VIEW

END VIEW



SCALE: 1" = 1' DATE: 3/15/2016

CLIENT: **Pelican Lake Ranch**

LOCATION: **Colorado**

4315 Industrial Parkway  
Evans, CO 80620  
www.BiltriteSign.com



Ph: (970) 353-3811  
Fax: (970) 353-0318  
sales@BiltriteSign.com

APPROVED BY:

Customer: \_\_\_\_\_

Landlord: \_\_\_\_\_

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4315 Industrial Parkway; Evans, CO 80620

Ph:(970) 353-3811 & Fax:(970) 353-0318

www. BiltriteSign.com

Sales@BiltriteSign.com



## Bid Proposal

### Customer

Name Pelican Lake Ranch

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

### Misc

Date February 29, 2016

Sales Rep: Scott Riley

RE: Community Maintenance

Item	Description	PRICE
*	Manufacture 3ft-0in tall by 4ft-0in long double sided sign. The sign will be made with painted aluminum panels mounted on an aluminum frame. Painted aluminum lettering will be mounted on the sign panels including the address. The sign will include a steel column to set in the concrete footing. Color and layout as per drawing.	\$1,514.00
*	The sign footing will be done by another contractor. Biltrite will install the sign on the steel column to be set in the concrete footing.	\$450.00

All signs are subject to property owner and government approval

Subtotal: **\$1,964.00**

**\*ELECTRICAL SERVICE TO SIGN MUST BE PROVIDED BY LICENSED ELECTRICIAN**

Permit: at cost

City Use Tax: \$0.00

State Tax: \$43.91

**TOTAL: \$2,007.91**

### Customer Authorization

#### 1/2 as down payment, 1/2 due upon completion

The prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to work as specified. Payment will be made as outlined above.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Billing

Address \_\_\_\_\_



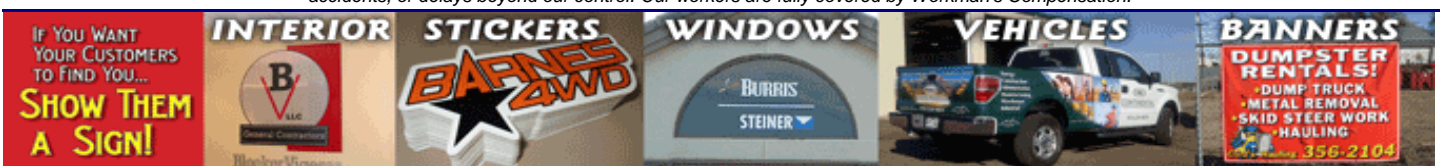
OR CHECK

Office use only

Authorized by: \_\_\_\_\_

Bid is valid for \_\_\_\_\_ days from this date

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strike, accidents, or delays beyond our control. Our workers are fully covered by Workman's Compensation.



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