

**MINUTES OF A SPECIAL MEETING OF  
THE BOARD OF DIRECTORS OF THE  
BEEBE DRAW FARMS AUTHORITY  
HELD  
NOVEMBER 10, 2021**

A special 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 Wednesday, the 10<sup>th</sup> day of November, 2021, at 6:00 P.M. This meeting was held via Microsoft TEAMS. The meeting was open to the public.

ATTENDANCE

**Directors In Attendance Were:**

Paul “Joe” Knopinski  
Christine Hethcock  
Michael Welch  
Eric Wernsman

The Directors in attendance confirmed their qualifications to serve.

**Also In Attendance Were:**

Lisa Johnson & Rebecca Mannie; CliftonLarsonAllen LLP  
Alan Pogue, Esq. Icenogle, Seaver, Pogue, P.C.  
Michelle Ferguson; Ireland Stapleton  
Diane Mead; BBDFMD #2 Board Member  
William Caldwell & Todd Sundeen; BBDFMD #1 Board Member  
Diane Wheeler; Simmons & Wheeler, P.C.

John & Kim Coleman, Sharon Dillon, Steven Street, Tina Wernsman, Nathan & Crystal Clark, Ed & Mary Jo Farrell, Linda Cox, Kent and Brenda Lewis, Mark & Stevie Grage, Mary Jo Majors, Dave Miller and Ashlee Kazee; Members of the Public

ADMINISTRATIVE  
MATTERS

**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 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 Welch, Wernsman, Hethcock, and Knopinski’s Disclosure Statements have been filed.

**Agenda, Confirmation of Notice Posting:** Ms. Johnson distributed for the Board's review and approval a proposed agenda for the Authority's special meeting. Ms. Johnson added cleaning proposals under Operations and Maintenance. Director Hethcock added updates on future development under infrastructure, and Director Hethcock added oil and gas development under other business.

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

**CliftonLarsonAllen LLP Master Service Agreement and related statement(s) of work:** Following discussion, the Board deferred to the next meeting for additional time for legal review.

**Amended and Restated Meeting Resolution:** Ms. Johnson presented and reviewed with the Board noting that meetings will be held every other month beginning in January on the 2<sup>nd</sup> Wednesday of the month at 6:00 p.m., and will be held via hybrid option. Following discussion, upon a motion duly made by Director Hethcock, seconded by President Knopinski and, upon vote, unanimously carried, the Board approved the Amended and Restated Meeting Resolution, as discussed and revised.

**FIRST READING:**

- 1. Discuss Proposal for HR Services:** Ms. Johnson summarized the proposal from Employer's Council. The Board will review the proposal in more detail and consider at a future meeting.

**SECOND READING:** None.

**EMERGENCY READING:** None.

**CONSENT AGENDA**

The Board considered the following actions:

- Minutes of the October 13, 2021 Special Meeting.
- Ratify payment of claims through the period ending October 31, 2021 as follows: \$8,417.37.
- Unaudited Financial Statements for the period ending September 30, 2021.
- Adoption of Resolution 2021-11-01; Annual Administrative Matters.

Following discussion, upon motion duly made by Director Wernsman, seconded

by Director Hethcock and, upon vote, unanimously carried, the Board approved and/or ratified approval of the Consent Agenda as presented.

**Public Comment:** Ms. Clark mentioned that the Authority previously solicited ideas for amenities and noted that a snow hill for kids would be a nice idea for the community. She also inquired whether the Board is interested in another spring tree planting event. She noted that she needs to ask the POA if they would like to provide funds again, but first wanted to ask the Board if they are supportive. The Board members indicated support for the program if the POA provides funding. She asked about how fishing licenses are listed on the Financial Statements and if anyone is keeping track of the licenses purchased. Ms. Clark suggested that the Board consider adopting a guest policy (possibly \$10 for a guest day pass) pertaining to fishing licenses. Finally, she recommended a Community Committee to review amenity policies (pool, fishing and car parking) and offered to spearhead the committee if needed.

## FINANCIAL MATTERS

**Statutory Requirements for an Audit. Consider Appointing the Accountant to prepare and file 2021 Audit Application:** Ms. Wheeler noted that a 2021 Audit will be needed. The Board directed Ms. Wheeler to solicit a proposal for the 2021 Audit from Wipfli.

**Resignation of Simmons & Wheeler P.C. as District Accountant. Consider approval of proposal from CliftonLarsonAllen LLP for Accounting Services:** Ms. Johnson noted that Marchetti and Weaver declined an opportunity to submit a proposal. Director Hethcock stated that she may have another firm from which to solicit another proposal, and she is willing to help review proposals. Ms. Wheeler noted that they will stay on until another firm is hired.

**FIRST READING:** None.

### **SECOND READING:**

- **Conduct Public Hearing to Consider Amendment to 2021 Budget and Adoption of Resolution 2021-11-02 to Amend 2021 Budget and Appropriate Expenditures:** Ms. Johnson opened the public hearing at 7:28 p.m. to consider amendment of the 2021 Budget. It was noted that Notice stating the Board would consider amendment of the 2021 Budget, and the date, time and place of the public hearing was published in a newspaper having general circulation within the District. No written objections were received prior to the public hearing, no public was in attendance and the public hearing was closed. Ms. Johnson

informed the Board that a 2021 Budget amendment would not be necessary.

- **Conduct Public Hearing on the Proposed 202 Budget and Consider Adoption of Resolution 2021-11-03 to Adopt 2022 Budget and Appropriate Sums of Money:** Ms. Johnson opened the public hearing at 7:28 p.m. to consider adopting the 2022 Budget. It was noted that Notice stating the Board would consider adopting the 2022 budget, and the date, time and place of the public hearing was published in a newspaper having general circulation within the District. No written objections were received prior to the public hearing, no public was in attendance.

Director Hethcock and Ms. Wheeler reviewed the 2022 Budget with the Board.

Ms. Clark discussed the total operating costs for the pool and noted that the information in the current financial statements is low. She asked Ms. Wheeler to send her the general ledger detail for her to review and compare to her tracking documents.

Mr. Farrell noted that he would like to see money being allocated to the walking trail for safer walking along Beebe Draw Farms Parkway. Director Wernsman noted that it should probably be a paved surface in order to make it accessible. Director Welch inquired as to the estimated cost for the walking trail which Director Wernsman provided and estimated a cost of \$300,000-\$400,000. New resident, Ms. Lewis stated she is a walker and expressed a need for the trail and noted that children would use the trail to safely walk to and from the bus. She asked whether a concrete walk is necessary for ADA compliance.

Mr. Street also expressed a need for a trail for safety purposes. He also inquired about RV storage and who needed to contact to be placed on the waiting list. He was directed to contact Ms. Tina Wernsman.

Ms. Cox informed the Board that the ATV and gun range was not on an official survey. Director Hethcock and Ms. Johnson confirmed that the POA sent an official survey and shared the results with the Authority. The survey did include discussion of an ATV and gun range.

- Mr. Caldwell confirmed that concrete aprons under the bridge is almost complete and noted that trees along the fence line have been removed. He also inquired who decides what water level the lakes sit at, and Director Hethcock replied that it is not up to the District. The public hearing was closed at 8:31 p.m.

Following review and discussion, upon a motion duly made by Director Hethcock, seconded by President Knopinski and, upon vote, unanimously carried, the Board approved the 2022 Budget and Adoption of Resolution 2021-11-03 to Adopt the 2022 Budget and Appropriate Sums of Money, subject to revisions discussed.

**EMERGENCY READING:** None.

**OPERATIONS AND MAINTENANCE**

**Cleaning Proposals:** This item was discussed during Budget discussion. Ms. Johnson summarized the cleaning proposals with the Board and noted that the total cost per year would be approximately \$1,200. Director Hethcock stated she would like the company to be bonded and insured. Mr. Farrell inquired as to why the Authority would pay cleaning fees if the Sales and Info office is not opened to the community. Director Hethcock stated that anyone is allowed to use the space. Discussion ensued, and upon a motion duly made by Director Wernsman, seconded by Director Welch and, upon vote, unanimously carried, the Board approved to MaidPro cleaning proposal for cleaning services at the Sales and Info office and asked Attorney Pogue to draft a service agreement.

**FIRST READING:** None.

**SECOND READING:**

- **Authority consent (as successor in interest to the Districts) to the Amended and Restated Declaration:** Following discussion, upon a motion duly made by President Knopinski, seconded by Director Hethcock and, upon vote, unanimously carried, the Board approved authority consent (as successor in interest to the Districts) to the Amended and Restated Declaration.

**EMERGENCY READING:** None.

**CAPITAL AMENITIES**

**FIRST READING:** None.

**SECOND READING:** None.

**EMERGENCY READING:** None.

**INFRASTRUCTURE MATTERS**

**Updates on future development:** Director Hethcock presented updates to the Board noting that the rezoning process is in progress. She stated she would like to hold a community meeting in person (if possible) regarding the rezoning and development efforts. She will finalize the plans for a meeting soon and

communicate to the current residents at that time.

**Filing No. 1:** None.

**FIRST READING:** None.

**SECOND READING:** None.

**EMERGENCY READING:**

**LEGAL MATTERS**

Attorney Pogue noted that a response to FRICO's request for maintenance has been transmitted. He stated he will continue to keep everyone apprised.

**FIRST READING:** None.

**SECOND READING:** None.

**EMERGENCY READING:** None.

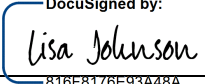
**OTHER BUSINESS**

**Oil and Gas Development Update:** Director Hethcock presented an update on a future oil and gas project that will be located within the boundaries of the Authority.

**ADJOURNMENT**

There being no further business to come before the Board at this time, President Knopinski adjourned the meeting at 8:41 p.m.

Respectfully submitted,

By  Secretary for the Meeting  
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