

BEEBE DRAW FARMS AUTHORITY RESOLUTION NO. 2023-11-08
2024 ANNUAL ADMINISTRATIVE MATTERS RESOLUTION

WHEREAS, the Board of Directors (the “Board”) of the Beebe Draw Farms Authority is required to perform certain administrative obligations during each calendar year to comply with certain statutory requirements, as further described below, and to assure the efficient operations of the Authority; and

WHEREAS, the Board desires to set forth such obligations herein and to designate, where applicable, the appropriate person or person(s) to perform such obligations on behalf of the Authority; and

WHEREAS, the Board further desires to acknowledge and ratify herein certain actions and outstanding obligations of the Authority.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF BEEBE DRAW FARMS AUTHORITY HEREBY RESOLVES AS FOLLOWS:

1. Pursuant to Section 24-32-116(3)(b), C.R.S, the Board directs legal counsel to update the Division of Local Government (the “Division”) with any of the following information previously provided to the Division, in the event such information changes: (i) the official name of the Authority; (ii) the principal address and mailing address of the Authority; (iii) the name of the Authority’s agent; and (iv) the mailing address of the Authority’s agent.

2. The Board directs the Authority’s accountant to submit a proposed 2024 budget for the Authority to the Board by October 15, 2024, to schedule a public hearing on the proposed budget, prepare a final budget and budget resolution, including amendments to the budget if necessary, and to file the approved budget and amendments thereto with the proper governmental entities in accordance with the Local Government Budget Law of Colorado, Sections 29-1-101 to 29-1-115, C.R.S.

3. For any nonrated public securities issued by the Authority, the Board directs the Authority’s accountant to prepare and file with the Division on or before March 1, 2024, an annual information report with respect to any of the Authority’s nonrated public securities which are outstanding as of the end of the Authority’s fiscal year in accordance with Sections 11-58-105, C.R.S.

4. The Board hereby authorizes the Authority’s accountant to prepare and file an audit exemption and resolution for approval of audit exemption with the State Auditor by March 31, 2024, as required by Section 29-1-604, C.R.S.; or, if required by Section 29-1-603, C.R.S., the Board authorizes that an audit of the financial statements be prepared and submitted to the Board before June 30, 2024 and filed with the State Auditor by July 31, 2024.

5. If the Authority holds property presumed abandoned and subject to custody as unclaimed property pursuant to the Unclaimed Property Act (§§38-13-101 *et seq.*, C.R.S.), the Board direct legal counsel to prepare an unclaimed property report that covers the twelve months

preceding July 1, 2024 and submit the report to the Colorado State Treasurer by November 1, 2024, in accordance with Section 38-13-401 *et seq.*, C.R.S.

6. If required, the Board directs legal counsel to oversee the preparation of any continuing annual disclosure report required to be filed not later than the date required by the applicable continuing disclosure agreement, in accordance with the Securities Exchange Commission Rule 15c2-12.

7. The Board designates the Secretary of the Authority as the official custodian of “public records,” as such term is used in Section 24-72-202(2), C.R.S. Public records may also be maintained at the office of Icenogle Seaver Pogue, P.C. and CliftonLarsonAllen LLP.

8. The Board directs legal counsel to advise it on the requirements of the Fair Campaign Practices Act Section 1-45-101 *et seq.*, C.R.S., when applicable.

9. The Board directs that all legal notices shall be published in accordance with Section 32-1-103(15), C.R.S., in a paper of general circulation within the boundaries of the Authority, or in the vicinity of the Authority if none is circulated within the Authority including, but not limited to, *The Greeley Daily Tribune*.

10. The Board determines that each director shall receive compensation for services as directors in the amount of \$100 per meeting not to exceed a total of \$2,400 per annum as provided in the Authority Establishment Agreement and Resolution No. 19-11-02.

11. Pursuant to the Authority Establishment Agreement, Section 32-1-901 and Section 24-12-101, C.R.S., the Board directs legal counsel to prepare and designate the Authority Manager to administer oaths of office and certificates of appointment at such time as directors are appointed to the Board.

12. The Board extends the current indemnification resolution, adopted by the Board on May 10, 2011, to allow the resolution to continue in effect as written.

13. The Board has determined that, when applicable, legal counsel will file conflicts of interest disclosures provided by Board members with the Secretary of State seventy-two (72) hours prior to each meeting of the Board, in accordance with the Authority Establishment Agreement, Sections 32-1-902(3)(b) and 18-8-308, C.R.S. Annually, legal counsel shall request that each Board member submit updated information regarding actual or potential conflicts of interest. Additionally, at the beginning of every term, legal counsel shall request that each Board member submit information regarding actual or potential conflicts of interest.

14. The Authority is currently insured through the Colorado Special Districts Property and Liability Pool. The Board directs the Authority Manager to pay the annual insurance premiums in a timely manner. The Board and Authority staff will biannually review all insurance policies and coverage in effect to determine appropriate insurance coverage is maintained.

15. Pursuant to Section 24-6-402(2)(c), C.R.S. and the 2023 Meeting Resolution adopted by the Board on November 9, 2022, the Board hereby designates the Authority's public website, <https://www.colorado.gov/beebedrawfarms>, as the twenty-four (24) hour posting location for all meeting notices and the Pelican Lake Ranch Community Info and Sales Center, 16502 Beebe Draw Farms Parkway, Platteville, CO, as the posting location for notices if the Authority is unable to post a notice online in exigent or emergency circumstances.

16. The Board members have reviewed the minutes from all meetings of the Board from October 12, 2022 to October 11, 2023 which minutes are attached hereto as Exhibit A. The Board, being fully advised of the premises, hereby ratifies and affirms each and every action of the Board taken at said meetings.

17. Pursuant to Section 24-6-402(2)(d.5)(II)(E), C.R.S., the Board hereby declares that all electronic recordings of executive sessions shall be retained for purposes of the Colorado Open Meetings Law for ninety (90) days after the date of the executive session. The Board further directs the custodian of the electronic recordings of the executive session to systematically delete all such recordings made for purposes of the Colorado Open Meetings Law at its earliest convenience after the ninetieth (90th) day after the date of the executive session.

18. The Board hereby acknowledges, agrees and declares that the Authority's policy for the deposit of public funds shall be made in accordance with the Public Deposit Protection Act (Section 11-10.5-101 *et seq.*, C.R.S.). As provided therein, the Authority's official custodian may deposit public funds in any bank which has been designated by the Colorado Banking Board as an eligible public depository. For purposes of this paragraph, "official custodian" means a designee with plenary authority including control over public funds of a public unit which the official custodian is appointed to serve. The Authority hereby designates the Authority's accountant as its official custodian over public deposits.

19. The Board hereby authorizes the Authority's Manager to execute, on behalf of the Authority, any and all easement agreements pursuant to which the Authority is accepting or acquiring easements in favor of the Authority.

20. To the extent the Authority adopted a Declaration of Local Emergency Resolution, the same is hereby terminated.

(Signatures Begin on Next Page)

ADOPTED AND APPROVED THIS 8TH DAY OF NOVEMBER, 2023.

BEEBE DRAW FARMS AUTHORITY

DocuSigned by:
By: 
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Sharon Dillon, President

Signature Page to Beebe Draw Farms Authority 2024 Annual Administrative Matters Resolution

EXHIBIT A

**Minutes from the
October 12, 2022 to
October 11, 2023
Meetings of the Board**

**MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
BEEBE DRAW FARMS AUTHORITY
HELD
OCTOBER 12, 2022**

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 Wednesday, October 12, 2022, at 6:00 P.M. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

William Caldwell

Sharon Dillon

Diane Mead

Christine Hethcock (Beebe Draw Farms MD No. 2) serving as alternate for
President Knopinski

Also In Attendance Were:

Lisa Johnson, Shauna D’Amato and Terri Boroviak; CliftonLarsonAllen LLP
Alan Pogue; Icenogle Seaver Pogue, P.C.

Eric Wernsman, Brenda Lewis (Beebe Draw Farms MD No. 1)

Tina Wernsman, Linda Cox, Crystal Clark, Kent Lewis, Kelly Deitman, Ed
Hermann and other members of the public

ADMINISTRATIVE
MATTERS

Call to Order: The meeting was called to order at 6:02 p.m. by Ms. Johnson.

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.

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

Following discussion, upon motion duly made by Director Mead, seconded by Director Dillon and, upon vote, unanimously carried, the agenda was approved as submitted. The Board acknowledged Director Hethcock as serving as alternate for President Knopinski whose absence was excused. Ms. Johnson noted meeting notices were posted as required.

Approval of Resolution 2022-10-01, First Amendment to Amended and Restated Meeting Resolution: Following review, upon a motion duly made by Director Dillon, seconded by Director Hethcock and, upon vote, unanimously carried, the Board approved Resolution 2022-10-01, First Amendment to Amended and Restated Meeting Resolution.

FIRST READING: None.

SECOND READING: None.

EMERGENCY READING: None.

**CONSENT
AGENDA**

The Board considered the following items and actions:

- Minutes of the September 19, 2022 and September 22, 2022 Special Meetings.
- July 31, 2022 Financial Statements and October 2022 Cash Position Schedule

The Board reviewed the Consent Agenda items. Following review, upon motion duly made by Director Dillon, seconded by Director Mead and, upon vote, unanimously carried, the Board approved and/or ratified approval of the Consent Agenda items as presented.

**PUBLIC
COMMENT**

Kent Lewis asked if it was required to identify oneself at public meetings. Attorney Pogue stated it was up to the Board to decide, and the Board has decided that if a person wishes to address the Board, it is required to know who the person is. Mr. Lewis also stated that people in the neighborhood are asking about xeriscaping and how the community can become more “green,” including if there is an opportunity as a community to get rid of the grass and save water.

Director Caldwell stated he met with the sheriff on October 11 at the clubhouse and discussed the speed limit radar machine that was set up on Beebe Draw Farms Parkway. The sheriff shared the metrics gathered. He confirmed the appropriate speed for the Parkway is 35 mph, which is what is currently posted.

Linda Cox informed the Board that she recently conducted an inspection on

the signs throughout the community. She is working with the sign vendor to request a cost to repair.

FINANCIAL MATTERS

Acceptance of 2021 Audit: Ms. Johnson reviewed the 2021 Audit with the Board. Following review, upon a motion duly made by Director Mead, seconded by Director Hethcock and, upon vote, unanimously carried, the Board approved the 2021 Audit and filing subject to final review by Director Hethcock, and receipt of a clean opinion from the auditor.

FIRST READING:

1. **Acknowledge receipt of 2023 draft budgets from Beebe Draw Farms Metro District Nos. 1 and 2. Review BBDFa 2023 draft budget and confirm date to hold public hearing to consider adoption of 2023 budget on November 9, 2022:** Ms. Johnson and Ms. Boroviak reviewed the draft budgets with the Board and discussed the Budget Committee’s work that has been accomplished. She noted that Directors Caldwell, Dillon, Mead and Hethcock are a part of the committee as well as CLA staff.

SECOND READING: None.

EMERGENCY READING: None.

OPERATIONS AND MAINTENANCE

Status of Reserve Analysis: Updates were provided, and it was noted that this item is expected to be received next week for review.

FIRST READING: None.

SECOND READING: None.

EMERGENCY READING: None.

CAPITAL AMENITIES

FIRST READING: None.

SECOND READING:

1. **Update on path project along Beebe Draw Farms Parkway; review of bids received:** Ms. Johnson provided an update to the Board noting that one bid has been received in the amount of \$360,000. The Board and legal counsel discussed options. Following review of the bid, the Board determined to reject the bid and re-publish an Invitation to Bid in February 2023.
2. **Continued discussion on fiber optics research, cost and community interest:** Ms. Johnson noted that fiber optics project is included in the draft 2023 budget and located in the Amenities Fund.

Ms. Lewis and Director Caldwell have been exploring other options to finance the rest of the project and are working with the Colorado State Director with the USDA Rural Development Program.

EMERGENCY READING: None.

INFRASTRUCTURE MATTERS

Filing No. 2: None.

FIRST READING: None.

SECOND READING: None.

EMERGENCY READING: None.

LEGAL MATTERS

FIRST READING: None.

SECOND READING:

1. Public Hearing regarding Participation in the Family and Medical Leave Insurance Program:

Adoption of Resolution No. 2022-10-02, Declining Participation in the Colorado Paid Family Medical Leave Insurance Program:

Attorney Pogue opened the public hearing. He then reviewed the resolution with the Board and stated a Notice has been sent out to employees who had until this past Monday to provide feedback/comments. He stated one was received and Ms. Johnson worked with that employee to provide answers to the employee's questions. He informed the Board that even with the District opting out of participation, an employee can participate in this program. No additional public comments were received or made at the public hearing, and the public hearing was closed.

Following discussion, upon a motion a motion duly made by Director Dillon, second by Director Mead and, upon vote, unanimously carried, the Board adopted Resolution No. 2022-10-02, Declining Participation in the Colorado Paid Family Medical Leave Insurance Program.

EMERGENCY READING: None.

OTHER BUSINESS

Director Caldwell informed the Board that they will be drilling the well out south of the horse area, east of Stone Lake. He stated he has received multiple complaints from neighbors regarding the noise. He will provide the specific well location to Director Hethcock who will obtain more information.

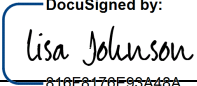
Director Hethcock informed the Board that she met with Chevron and FRICO for them to do super pad work on the Lake Christina area. She stated that the

bridge does not have the load capacity to handle the equipment they plan to bring in and they will want to build a bridge next to the existing bridge that will support the higher loads. She noted this would be the same width as the current bridge and Chevron will be paying for the expense. The Board had no questions.

ADJOURNMENT

There being no further business to come before the Board at this time, upon a motion duly made by Director Hethcock, seconded by Director Caldwell, the meeting was adjourned at 7:33 p.m.

Respectfully submitted,

By  Secretary for the Meeting
DocuSigned by:
Lisa Johnson
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**MINUTES OF A SPECIAL WORK SESSION MEETING OF
THE BOARD OF DIRECTORS OF THE
BEEBE DRAW FARMS AUTHORITY
HELD
OCTOBER 26, 2022**

A special work session 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, October 26, 2022, at 9:00 A.M. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

William Caldwell
Sharon Dillon
Diane Mead

Also In Attendance Were:

Lisa Johnson, Shauna D’Amato and Terri Boroviak; CliftonLarsonAllen LLP

Brenda Lewis (Beebe Draw Farms MD No. 1)
Christine Hethcock (Beebe Draw Farms MD No. 2)

Tina Wernsman, Linda Cox, Crystal Clark, Kent Lewis, Kelly Trujillo, Ed Farrell, Carol Satersmoen, Ken Ross, Melanie Brigs, Kim Coleman, and other members of the public

ADMINISTRATIVE
MATTERS

Call to Order: The meeting was called to order at 9:00 a.m. by Ms. Johnson.

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.

Agenda, Confirmation of Notice Posting: Ms. Johnson distributed for the Board’s review and approval a proposed agenda for the Authority’s special work session meeting.

Upon motion duly made by Director Mead, seconded by Director Caldwell and, upon vote, unanimously carried, the agenda was approved as submitted. Ms. Johnson noted meeting notices were posted as required.

FINANCIAL
MATTERS

Discussion and Review of 2023 Budgets: The Board and budget committee members reviewed and discussed the draft 2023 Budget.

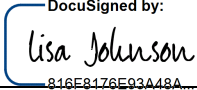
OTHER BUSINESS

None.

ADJOURNMENT

There being no further business to come before the Board at this time, upon a motion duly made by Director Mead, seconded by Director Caldwell, the meeting was adjourned at 10:55 a.m.

Respectfully submitted,

By  _____
Secretary for the Meeting

**MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
BEEBE DRAW FARMS AUTHORITY
HELD
NOVEMBER 9, 2022**

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 Wednesday, November 9, 2022, at 6:00 P.M. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Paul “Joe” Knopinski
William Caldwell
Sharon Dillon
Christine Hethcock (Beebe Draw Farms MD No. 2) serving as alternate for
Director Mead

Also In Attendance Were:

Lisa Johnson, Shauna D’Amato and Terri Boroviak; CliftonLarsonAllen LLP
Alan Pogue; Icenogle Seaver Pogue, P.C.

Eric Wernsman, Catrena Rosentreader and Brenda Lewis (Beebe Draw Farms
MD No. 1)

Suzanne Meintzer; McGeady Becher P.C., legal counsel to Beebe Draw Farms
Metropolitan District No. 2

Tina Wernsman, Dave Miller, Crystal Clark, John and Kim Coleman, Kent
Lewis, Kelly Deitman, Ed Farrell, Cindy Key, Patty Caldwell, Judy Tunis and
other members of the public

ADMINISTRATIVE
MATTERS

Call to Order and Approval of Agenda: The meeting was called to order at
6:00 p.m. by Ms. Johnson. Upon a motion duly made by President Knopinski,
seconded by Director Hethcock and, upon vote, unanimously carried, the Board
approved the Agenda, excused the absence of Director Mead and acknowledged
Director Hethcock from Beebe Draw Farms Metropolitan District No. 2 to serve
as an alternate.

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.

Confirm quorum, location of meeting and posting of meeting notice:

A quorum was confirmed. Ms. Johnson noted that notice of the meeting was posted as required.

Adoption of Resolution 2022-11-01, 2023 Annual Administrative Matters

Resolution: Ms. Johnson reviewed the resolution with the Board. Following review, upon a motion duly made by President Knopinski, seconded by Director Dillon and, upon vote, unanimously carried, the Board approved Resolution 2022-11-01, 2023 Annual Administrative Matters Resolution.

Adoption of Resolution No. 2022-11-02, 2023 Meeting Resolution:

Attorney Pogue reviewed the resolution with the Board. Following review, upon a motion duly made by Director Hethcock, seconded by Director Dillon and, upon vote, unanimously carried, the Board approved Resolution 2022-11-02, 2023 Meeting Resolution. The Board will conduct hybrid regular meetings on the 2nd Wednesday of every other month at 6:00 p.m.

Approval of CliftonLarsonAllen LLP Statements of Work:

Ms. Johnson reviewed the CliftonLarsonAllen LLP Statements of Work with the Board. Following review, upon a motion duly made by Director Dillon, seconded by President Knopinski and, upon vote, unanimously carried, the Board approved the CliftonLarsonAllen LLP Statements of Work as presented.

FIRST READING: None.

SECOND READING: None.

EMERGENCY READING: None.

**CONSENT
AGENDA**

The Board considered the following items and actions:

- Minutes of the October 12, 2022, Regular Meeting and October 26, 2022, Special Meeting.
- Ratify payment of claims \$62,531.13
- September 30, 2022, Financial Statements and November 2022 Cash Position Schedule

The Board reviewed the Consent Agenda items. Following review, upon motion duly made by Director Caldwell, seconded by Director Hethcock and, upon vote, unanimously carried, the Board approved and/or ratified approval of the Consent Agenda items as presented.

PUBLIC COMMENT

Director Caldwell commented that he has yet to receive a map of the recent transfer of land to REI to ensure the maintenance crew are not providing services on private property.

Ms. Wernsman inquired who the current employees are and who are the volunteers.

Ms. Key inquired about a recent Colorado Open Records Act (“CORA”) request.

Ms. Coleman inquired whether the CORA response would be made public.

FINANCIAL MATTERS

Approval of engagement letter with Wipfli LLC to prepare 2022 Audit:

Ms. Johnson reviewed the WIPFLI engagement letter with the Board. Following review, upon a motion duly made by Director Dillon, seconded by Director Hethcock and, upon vote, unanimously carried, the Board approved the engagement letter with Wipfli LLC to prepare the 2022 Audit as presented.

FIRST READING: None.

SECOND READING:

1. **Conduct Public Hearing on the proposed 2023 Budget and consider adoption of Resolution 2022-11-03 to Adopt the 2023 Budget, Appropriate Sums of Money and Set Mill Levies:** President Knopinski opened the public hearing at 7:20 p.m. It was noted that publication of Notice stating that the Board would consider approval of the 2023 Budget and the date, time and place of the public hearing was made in a newspaper having general circulation within the District. No written objections were received prior to the public hearing. President Knopinski closed the public hearing at 7:21 p.m..

Ms. Boroviak reviewed the 2023 Budget with the Board. Following review, upon a motion duly made by Hethcock, seconded by Director Caldwell and, upon vote, unanimously carried, the Board approved the 2023 Budget and adopted Resolution 2022-11-03 to Adopt 2023 Budget, Appropriate Sums of Money and Set Mill Levies as presented.

EMERGENCY READING: None.

OPERATIONS AND MAINTENANCE

FIRST READING:

1. **Review reserve analysis:** The Board briefly reviewed the Reserve Study and discussed the recommendations.

SECOND READING: None.

EMERGENCY READING: None.

CAPITAL
AMENITIES

FIRST READING: None.

SECOND READING: None.

EMERGENCY READING: None.

INFRASTRUCTURE
MATTERS

Filing No. 2: Director Hethcock provided an update on the Filing 2 status.

FIRST READING: None.

SECOND READING: None.

EMERGENCY READING: None.

LEGAL MATTERS

FIRST READING: None.

SECOND READING: None.

EMERGENCY READING: None.


OTHER BUSINESS

None.

ADJOURNMENT

There being no further business to come before the Board at this time, the meeting was adjourned at 8:14 p.m.

Respectfully submitted,

By 
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 Secretary for the Meeting

Certificate Of Completion

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Client Number: A176953	
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Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Enveloped Stamping: Enabled	Natalie Herschberg
Time Zone: (UTC-06:00) Central Time (US & Canada)	220 S 6th St Ste 300
	Minneapolis, MN 55402-1418
	Natalie.Herschberg@claconnect.com
	IP Address: 73.153.120.72

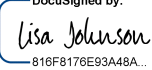
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Signer Events

Lisa Johnson
 Lisa.Johnson@CLAconnect.com
 District Manager
 Security Level: Email, Account Authentication (None)

Signature

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Completed	Security Checked	3/10/2023 10:32:46 AM

Payment Events

Status

Timestamps

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At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact CliftonLarsonAllen LLP:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: BusinessTechnology@CLAconnect.com

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**MINUTES OF A SPECIAL MEETING OF
THE BOARD OF DIRECTORS OF THE
BEEBE DRAW FARMS AUTHORITY
HELD
FEBRUARY 27, 2023**

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 Monday, February 27, 2023, at 11:00 a.m. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Joe Knopinski, President
William Caldwell, Vice President
Sharon Dillon, Treasurer
Diane Mead, Assistant Secretary

Also In Attendance Were:

Lisa Johnson and Shauna D’Amato; CliftonLarsonAllen LLP
Alan Pogue, Esq. and Anna Wool, Esq.; Icenogle Seaver Pogue, P.C.
Michelle Ferguson, Esq.; Ireland Stapleton Pryor & Pascoe, PC

ADMINISTRATIVE
MATTERS

Call to Order and Agenda: The meeting was called to order at 11:03 a.m. by Ms. Johnson. Upon a motion duly made by Director Mead, seconded by President Knopinski and, upon vote, unanimously carried, the Board approved the agenda, as presented.

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 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 Director Caldwell is now serving on the Board of Directors for Beebe Draw Farms Property Owner Association. Attorney Pogue discussed potential conflicts moving forward.

Confirm quorum, location of meeting and posting of meeting notice: A quorum was confirmed. Ms. Johnson noted that notice of the meeting was posted as required.

LEGAL MATTERS

Executive Session: Following discussion, upon a motion duly made by President Knopinski, seconded by Director Dillon and, upon vote, unanimously carried, the Board entered into executive session pursuant to Section 24-6-402(4)(b), C.R.S. to receive legal advice from special employment counsel and general counsel with respect to claims pending against the Authority at 11:09 a.m.

Upon a motion duly made by President Knopinski, seconded by Director Dillon and, upon vote, unanimously carried, the Board exited from executive session at 12:02 p.m. No action was taken.

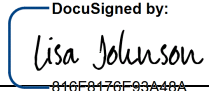
OTHER BUSINESS

None.

ADJOURNMENT

There being no further business to come before the Board at this time, President Knopinski adjourned the meeting at 12:03 p.m.

Respectfully submitted,

By 
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 Secretary for the Meeting

**MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
BEEBE DRAW FARMS AUTHORITY
HELD
MARCH 8, 2023**

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 Wednesday, March 8, 2023, at 6:00 P.M. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

William Caldwell, Vice President

Sharon Dillon, Treasurer

Diane Mead, Assistant Secretary

Christine Hethcock, as alternative for Paul “Joe” Knopinski from District No. 2

Joe Knopinski, President, was absent and excused.

Also In Attendance Were:

Lisa Johnson, Shauna D’Amato and Terri Boroviak; CliftonLarsonAllen LLP
Anna Wool; Icenogle Seaver Pogue, P.C.

Eric Wernsman and Catrena Rosentreader; Beebe Draw Farms Metropolitan
District No. 1

Tina Wernsman, Crystal Clark, Kim Coleman, Kelly Deitman, Ed Farrell, Ethan
Peer, Patty Caldwell, Judy Tunis, Cindy Billinger, Denise and Sam Carlton,
Kim Caldwell and other members of the public

ADMINISTRATIVE
MATTERS

Call to Order and Agenda: The meeting was called to order at 6:00 p.m. by Ms. Johnson. Upon a motion duly made by Director Mead, seconded by Director Caldwell and, upon vote, unanimously carried, the Board excused the absence of President Knopinski and acknowledged Director Hethcock from Beebe Draw Farms Metropolitan District No. 2 to serve as an alternate.

Following review and discussion, upon a motion duly made by Director Dillon, seconded by Director Mead and, upon vote, unanimously carried, the Board approved the agenda, as amended.

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.

Confirm quorum, location of meeting and posting of meeting notice: A quorum was confirmed. Ms. Johnson noted that notice of the meeting was posted as required.

FIRST READING: None.

SECOND READING: None.

EMERGENCY READING: None.

**CONSENT
AGENDA**

The Board considered the following items and actions:

- Approve Minutes of the November 9, 2022 Regular Meeting
- Ratify payment of claims totaling \$263,205.62
- December 31, 2022 Financial Statements and March 2023 Cash Position Schedule
- Ratify Change Order to Crack Seal Services Agreement
- Ratify 2023 Crack Seal Services Agreement

The Board reviewed the Consent Agenda items. Following review, upon motion duly made by Director Dillon, seconded by Director Mead and, upon vote, unanimously carried, the Board approved and/or ratified approval of the Consent Agenda items as presented.

PUBLIC COMMENT

None.

**FINANCIAL
MATTERS**

FIRST READING: None.

Public Hearing on Amendment of 2022 Budget and Adoption of Resolution 2023-03-01 to Amend 2022 Budget: Ms. Johnson opened the public hearing at 6:15 p.m. It was noted that publication of Notice stating that the Board would consider amending the 2022 Budget and the date, time and place of the public hearing was made in a newspaper having general circulation within the Authority.

Ms. Boroviak reviewed the need to amend the 2022 Budget with the Board. No written objections were received prior to the public hearing and no comments were received. The public hearing was closed at 6:18 p.m. No action was taken.

SECOND READING: None.

EMERGENCY READING: None.

OPERATIONS AND
MAINTENANCE

Revision to Pool Manager Job Description to Make the Position a Permanent Part Time Position Rather Than Seasonal: Director Dillon reported to the Board that she would like to make the Pool Manager position a permanent part time position in an effort to avoid the costs associated with soliciting resumes, conducting interviews, etc. Director Hethcock noted she is not in favor of making this position a permanent part time position due to the nature of the position. Director Mead suggested the position become a part time position as services are needed.

Following discussion, upon a motion duly made by Director Dillon, seconded by Director Caldwell and, upon vote, majority carried, the Board determined to change the Pool Manager position to a permanent part time position beginning in 2023. Directors Caldwell, Dillon and Mead were in favor. Director Hethcock was opposed.

Recent Purchase of Pool Furniture and Fixtures: Director Caldwell reported to the Board that pool furniture was purchased and delivered, light fixtures were replaced and the entrance to the pool and mail room was repainted. No action was taken.

FIRST READING:

Fish Stocking of Lake Christina: Director Dillon discussed her interest in understanding the fish stocking process due to the algae issues that have been experienced. Director Caldwell commented that the lake has been frozen solid since the third week in December. In addition, the lake was drawn down very extensively this past year. He expressed concern that there may be a very large fish kill at the lake this year. Director Hethcock commented that fish are stocked twice per year. She feels the opportunity to fish at the lake is a great benefit to the residents in the community. No action was taken.

Enforcement of No Hunting Rules at Lake Christina: Director Caldwell reported to the Board that he recently encountered residents at Lake Christina hunting geese. He noted there are “No Hunting” and “No Trespassing” signs, yet the Authority has no way to enforce the rules. Director Hethcock mentioned that enforcement is possible through Colorado Parks and Wildlife and that the Authority has previously sent a letter to Colorado Parks and Wildlife asking them to enforce the no-hunting rules.

Ms. Wool responded that aside from the posted signage, the Authority does not have rules and regulations prohibiting hunting. She suggested the Authority renew the letter with the State Department of Parks and Wildlife. Director Hethcock mentioned that the community covenants restrict hunting at the lake. Director Caldwell suggested the Property

Owner’s Association could appropriately send an email correspondence to residents reminding them of the no hunting rules.

Director Hethcock will send Director Caldwell the most recent letter to the State and Director Caldwell will contact the State and provide them with the communication.

Tina Wernsman, member of the public, asked the Board to consider communicating with the community regarding the no hunting rules prior to asking the Game Warden to get involved. Director Caldwell commented that there is signage at the Lake notifying users that there is no hunting at the lake.

SECOND READING: None.

EMERGENCY READING: None.

**CAPITAL
AMENITIES**

FIRST READING:

Status of Path Project Proposals: Director Caldwell presented the status of the path project proposals to the Board, noting that one proposal was received from Fossil Creek Builders in the amount of \$334,001.76.

Director Caldwell has discovered a possible grant opportunity for this project that he and Ed Farrell are pursuing. Director Caldwell and Mr. Farrell have a phone call with the grant program entity next week. The Board determined not to accept the bid at this time and to pursue the grant.

SECOND READING: None.

EMERGENCY READING: None.

**INFRASTRUCTURE
MATTERS**

Filing No. 2: None.

FIRST READING: None.

SECOND READING: None.

EMERGENCY READING: None.

LEGAL MATTERS

FIRST READING:

Resolution No. 2023-05-01 Amendment Regarding Water Tap Options and Associated Fees: Ms. Wool presented the Resolution to the Board. The Board will consider taking action under the Second Reading at their next regular meeting.

Direction to Staff Regarding the Contract Terms with Hilltop for Broadband Extension to Filing 1: Following discussion, the Board directed legal staff to work on contract terms with Hilltop related to offering broadband services to the community, should the ballot questions pass.

SECOND READING: None.

EMERGENCY READING: None.

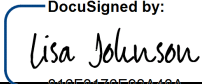
OTHER BUSINESS

None.

ADJOURNMENT

There being no further business to come before the Board at this time, upon a motion duly made by Director Dillon, seconded by Director Caldwell and, upon vote, unanimously carried, the meeting was adjourned at 7:35 p.m.

Respectfully submitted,

By  Secretary for the Meeting

**MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
BEEBE DRAW FARMS AUTHORITY
HELD
MAY 10, 2023**

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 Wednesday, May 10, 2023, at 6:00 P.M. This meeting was a hybrid meeting held via Microsoft Teams and at the Sales & Info Center, 16502 Beebe Draw Farms Pkwy. Platteville, CO. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Joe Knopinski, President
William Caldwell, Vice President
Sharon Dillon, Treasurer
Diane Mead, Assistant Secretary

Also In Attendance Were:

Lisa Johnson, Shauna D’Amato, Terri Boroviak and Michael Cronce;
CliftonLarsonAllen LLP
Alan Pogue, Esq.; Icenogle Seaver Pogue, P.C.
Eric Ryplewski; Hilltop Broadband
Brenda Lewis, Catrena Rosentreader; Beebe Draw Farms Metropolitan District
No. 1
Scott Edgar, Mary Jo and Ed Farrell, Melanie Briggs, Tina Wernsman, Ethan Peer, John and Kim Coleman, Carol Satersmoen, Crystal Clark, Patty Caldwell, Cindy Billinger, Judy Tunis, Gerry Tsohirpke, Doug Martin and other members of the public,

ADMINISTRATIVE
MATTERS

Call to Order and Agenda: The meeting was called to order at 6:08 p.m. Upon a motion duly made by Director Caldwell, seconded by President Knopinski and, upon vote, unanimously carried, the Board approved the agenda, as presented.

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.

Confirm quorum, location of meeting and posting of meeting notice: A quorum was confirmed. Ms. Johnson noted that notice of the meeting was posted as required.

Results of May 2, 2023 Elections in Beebe Draw Farms Metropolitan District Nos. 1 and 2 related to Broadband Service: Ms. Johnson presented the election results with the Board, noting that the ballot questions passed in both districts.

FIRST READING:

Operations Manager Position and Related Job Description: Ms. Johnson and Attorney Pogue presented the job description to the Board. Discussion ensued. Following review, upon a motion duly made by President Knopinski, seconded by Director Dillon and, upon vote, unanimously carried, the Board approved the Operations Manager position and related job description and authorized the Authority Manager and human relations consultant to solicit applications for the position.

SECOND READING: None.

EMERGENCY READING: None.

**CONSENT
AGENDA**

The Board considered the following items and actions:

- Approve Minutes of the February 27, 2023 Special Meeting and March 8, 2023 Regular Meeting
- Ratify approval of payment of claims through the period ending May 3, 2023 totaling \$376,587.27

The Board reviewed the Consent Agenda items and requested the Financial Statements and Cash Position Schedule be removed from the Consent Agenda and considered separately. Following review, upon motion duly made by Director Mead, seconded by Director Dillon and, upon vote, unanimously carried, the Board approved and/or ratified approval of the Consent Agenda items as amended.

March 31, 2023 Financial Statements and May 2023 Cash Position Schedule: Ms. Boroviak presented the Financial Statements and Cash Position Schedule to the Board. Discussion ensued. Upon a motion duly made by President Knopinski, seconded by Director Dillon and, upon vote, unanimously carried, the Board accepted the March 31, 2023 Financial Statements and May 2023 Cash Position Schedule, as presented.

PUBLIC COMMENT

None.

FINANCIAL
MATTERS

FIRST READING: None.

SECOND READING:

Resolution 2023-05-01 to Amend 2022 Budget: Following discussion, upon a motion duly made by Director Dillon, seconded by Director Caldwell and, upon vote, unanimously carried, the Board adopted Resolution 2023-05-01 to Amend 2022 Budget.

EMERGENCY READING: None.

OPERATIONS AND
MAINTENANCE

FIRST READING:

Potential Addition of a Dog Park: Ms. Hethcock reported several residents have requested the installation of a dog park, south of the horse arena on REI's property. Residents are willing to pay for the installation of the dog park themselves. The residents ask that the Authority maintain the amenity as well as cover the annual insurance costs. Residents provided comments on this request and the majority in attendance were not in favor of this request due to safety and maintenance concerns. Ms. Johnson requested residents email her with questions and concerns on this potential amenity.

The Board directed staff to research the maintenance costs to include dog waste services and insurance requirements of a dog park and provide a comprehensive report to the Board at a future meeting so they may consider this request.

Pool Update: Ms. Clark provided an update on the pool status. She requested opening the pool on the Friday before Memorial Day and closing the pool on September 10, 2023 with a dog swim day on the closing day. The Board agreed with the schedule.

Ms. Clark requested limiting the reservation for private parties on the weekends this year due to many concerns expressed by pool users in the past. The Board was supportive of this reservation limitation.

Ms. Clark recommended reducing the pool usage fees to both residents and non-residents and institute a key card fee to all users. Discussion ensued.

Following discussion, upon a motion duly made by Director Dillon, seconded by Director Caldwell and, upon vote, unanimously carried, the Board approved the reservation restriction for private parties and reduced the resident fee to \$190.00 and the non-resident fee to \$390.00 and instituted a key card fee of \$15.00 for all users.

It was further discussed later in the meeting that fee changes require two readings prior to approval and implementation. The Board rescinded their action to change the fee structure as noted above.

SECOND READING: None.

Fish Stocking of Lake Christina: Ms. Hethcock reported Director Caldwell is the President of the Fish Stocking Committee and will coordinate the fish stocking with the vendor.

Enforcement of No Hunting Rules at Lake Christina: The Board deferred discussion to the July Board meeting.

EMERGENCY READING:

Authority Service Agreement with Arborado, LLC for Landscape and Tree Maintenance Services for 2023: Ms. Johnson presented the Agreement to the Board. Following discussion, upon a motion duly made by Director Caldwell, seconded by Director Mead and, upon vote, unanimously carried, the Board approved the Authority Service Agreement with Arborado, LLC for Landscape and Tree Maintenance Services for 2023.

**CAPITAL
AMENITIES**

FIRST READING: None.

SECOND READING:

Status of Path Project Proposals and Grant Application: Director Caldwell provided an update to the Board, noting that a grant request has been submitted and the Authority will find out if they received the grant at the end of the month.

EMERGENCY READING: None.

**INFRASTRUCTURE
MATTERS**

Filing No. 2: Ms. Hethcock provided an update regarding Filing No. 2, noting that the developer has submitted a pre-application to Weld County.

FIRST READING: None.

SECOND READING: None.

EMERGENCY READING: None.

LEGAL MATTERS

FIRST READING:

Second Amendment to Authority Establishment Agreement: Attorney Pogue presented the Amendment to the Board. Following

discussion, the Board determined to take action at the next Board meeting.

SECOND READING:

Resolution No. 2023-05-02 Amendment Regarding Water Tap Options and Associated Fees: Attorney Pogue presented the Resolution to the Board. Following discussion, upon a motion duly made by President Knopinski, seconded by Director Caldwell and, upon vote, unanimously carried, the Board adopted Resolution No. 2023-05-02 Amendment Regarding Water Tap Options and Associated Fees.

EMERGENCY READING:

Agreement with Hilltop: Attorney Pogue presented the Agreement to the Board. Following discussion, upon a motion duly made by President Knopinski, seconded by Director Caldwell and, upon vote, unanimously carried, the Board approved the Agreement with Hilltop, subject to final comments from Hilltop.

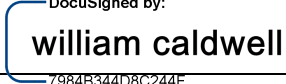
OTHER BUSINESS

None.

ADJOURNMENT

There being no further business to come before the Board at this time, the meeting was adjourned at 8:07 p.m. by President Knopinski.

Respectfully submitted,

By  **william caldwell**
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Secretary for the Meeting

**MINUTES OF A SPECIAL MEETING OF
THE BOARD OF DIRECTORS OF THE
BEEBE DRAW FARMS AUTHORITY
HELD
JULY 19, 2023**

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, July 19, 2023, at 6:00 P.M. This meeting was a hybrid meeting held via Microsoft Teams and at the Sales & Info Center, 16502 Beebe Draw Farms Pkwy. Platteville, CO. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Sharon Dillon, President
Joe Knopinski, Vice President
Diane Mead, Treasurer
William Caldwell, Secretary

Also In Attendance Were:

Lisa Johnson and Shauna D’Amato; CliftonLarsonAllen LLP
Alan Pogue, Esq.; Icenogle Seaver Pogue, P.C.
Tim McCarthy and Austin Murray; Schedio Group (“Schedio”)
Brenda Lewis, Catrena Rosentreader and Cindy Billinger; Beebe Draw Farms Metropolitan District No. 1
Scott Edgar and Christine Hethcock; Beebe Draw Farms Metropolitan District No. 2
Melanie Briggs, Kim Coleman, Carol Satersmoen, Ethan Peer, Kent Lewis, Gerry Tschirpke, Linda Cok, Crystal Clark, Anna Martin and other members of the public

ADMINISTRATIVE
MATTERS

Call to Order and Agenda: The meeting was called to order at 6:05 p.m. Upon a motion duly made by President Dillon, seconded by Director Mead and, upon vote, unanimously carried, the Board approved the agenda, as amended.

Confirm quorum, location of meeting and posting of meeting notice: A quorum was confirmed. Ms. Johnson noted that notice of the meeting was posted as required.

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. Director Caldwell disclosed that he is currently a part-time employee (100 hours per year) of Wiss, Janney, Elstner Associates, Inc. (“WJE. Director Mead disclosed that she is an employee of Schedio Group.

Appointment of Sharon Dillon (Beebe Draw Farms MD No. 1) and Paul “Joe” Knopinski (Beebe Draw Farms MD No. 2) to the Authority Board:

The Board acknowledged the appointments of Sharon Dillon (Beebe Draw Farms MD No. 1) and Paul “Joe” Knopinski (Beebe Draw Farms MD No. 2) to the Authority Board.

Appointment of Officers: Following discussion, upon a motion duly made by Director Knopinski, seconded by Director Caldwell and, upon vote, unanimously carried, the Board appointed the following slate of officers:

President:	<u>Sharon Dillon</u>
Vice President:	<u>Joe Knopinski</u>
Treasurer:	<u>Diane Mead</u>
Secretary:	<u>Bill Caldwell</u>

Status of Operations Manager Recruitment: Ms. Johnson provided an update to the Board regarding the recruitment of an Operations Manager, noting that Employer’s Counsel is currently soliciting interesting candidates for this position. Director Knopinski and Director Mead indicated they only want to see the candidates that the recruiter deems qualified and have passed the initial screening as well as review by President Dillon and Director Caldwell.

FIRST READING:

Sending Board Members to 2023 SDA Conference – September 12-14, 2023 in Keystone, Colorado: The Board discussed the SDA conference and interest in attending. The Board indicated support for sending any and all Board members interested to the conference.

SECOND READING: None.

EMERGENCY READING: None.

CONSENT AGENDA

The Board considered the following items and actions:

- Approve Minutes of the May 10, 2023 Regular Meeting
- Ratify approval of payment of claims through the period ending July 15, 2023 totaling \$26,729.81
- Acceptance of July 2023 Cash Position Schedule

The Board reviewed the Consent Agenda items. Following review, upon motion duly made by President Dillon, seconded by Director Mead and, upon vote,

unanimously carried, the Board approved, ratified approval of and/or accepted the Consent Agenda items as presented.

PUBLIC COMMENT

Crystal Clark addressed the Board regarding the way in which public comments are memorialized in the minutes. She then addressed the Board regarding her disappointment that the Board did not ask the current employees about their opinion on the Operations Manager position and the need for it and/or the job responsibilities. She suggested that certain employees report directly to CLA on Human Relation-related matters and that CLA be allowed to meet with the staff on a regular basis to be able to oversee the current managers.

FINANCIAL MATTERS

2022 Audit and Execution of Management Representation Letter: Ms. Johnson reported the 2022 audit is a work in progress and requested the Board approve an application for extension of time to file. She noted the audit will be presented at the September meeting. Following discussion, upon a motion duly made by President Dillon, seconded by Director Knopinski and, upon vote, unanimously carried, the Board approved the request for an extension to file the audit.

FIRST READING:

Interest in Serving on Budget Committee to Work with Staff to Prepare 2024 Budget: President Dillon and Director Caldwell from the Board will serve on the committee. Ms. Hethcock will serve on the committee as a member of the public and to represent District No. 2's interests. The committee is an advisory committee and has no legislative powers.

SECOND READING: None.

EMERGENCY READING: None.

OPERATIONS AND MAINTENANCE

Pool Operations: Ms. Clark provided a written report for the Board prior to the meeting. She presented her report to the Board.

Fiber Optics Grant and Project: Attorney Pogue provided an update for the Board, noting that he received a copy of the grant application that was submitted by Hilltop Broadband on July 15, 2023. Ms. Johnson will solicit information from Hilltop Broadband as to when the grant funds will be awarded.

Maintenance Concerns related to Equipment and Pillars at Sales and Info. Center: Director Caldwell presented the initial inspection of the wooden pillars at the Sales and Info. Center to the Board. The pillars are currently eroding and are in need of repair and rehabilitation. Ms. Johnson presented a proposal to the Board from Wiss, Janney, Elstner Associates, Inc. ("WJE") to assess, design and oversee construction of this project. Given the conflict of interest that was

disclosed earlier, Director Caldwell left the room for further discussion. Brenda Lewis served as an alternate for this matter.

Following discussion, upon a motion duly made by Director Lewis, seconded by President Dillon and, upon vote, unanimously carried, the Board moved this item to an emergency reading.

Following discussion, upon a motion duly made by Director Lewis, seconded by President Dillon and, upon vote, unanimously carried, the Board engaged WJE to assess, design and oversee construction of this project.

FIRST READING: None.

SECOND READING:

Enforcement of No Hunting Rules at Lake Christina: Director Caldwell reported to the Board that letters were sent to law enforcement agencies asking them to enforce the no hunting rules at Lake Christina.

Potential Addition of a Dog Park: Ms. Johnson provided an update for the Board. After the previous Board meeting, she reached out to Director Caldwell and President Dillon reminding them that when these types of requests have been brought to the Authority in the past, the Board would ask for interested parties to serve on a committee to research the request. They agreed to do so and President Dillon volunteered to chair a committee and to send out a survey as a first step. President Dillon sent out the survey and, of the people who responded, 58% of the respondents were not in favor of a dog park. Discussion ensued. Director Knopinski suggested that the proponents of the dog park can bring forward their request to the budget committee for consideration during the budget process. No action was taken.

Facilities and Maintenance Specialist Positions: Ms. Johnson reported that she recently learned that Ken Rose has requested to step down from the Facilities and Maintenance Lead Position to a Facilities and Maintenance Specialist position. She worked with employment counsel to understand what is needed to achieve this. Once the documentation is completed and executed, she will then solicit interest in the Lead position from the current staff before soliciting from external candidates. The Board agreed with this course of action and directed Ms. Johnson to proceed as presented.

EMERGENCY READING: None.

**CAPITAL
AMENITIES**

FIRST READING: None.

SECOND READING:

Status of Path Project Proposals and Grant Application: Director Caldwell provided an update for the Board, noting that the grant application for the Authority was denied. Director Caldwell then summarized the status of the two proposals received earlier this year. Director Caldwell will work with the two firms to refresh their proposals, if needed, and present to the Board at a future meeting.

EMERGENCY READING: None.

**INFRASTRUCTURE
MATTERS**

Filing No. 2: None.

FIRST READING:

Cost Verification Report No. 1 prepared by Schedio Group: Tim McCarthy with Schedio Group introduced himself, Austin Murray and the role that Schedio has with the Authority. Schedio is an independent consultant contracted by the Authority to provide cost verification services. He then explained the process that the cost verification consultant undergoes to complete their work.

Due to a potential conflict of interest disclosed earlier this evening, Director Mead stepped away from the meeting at this time.

Mr. McCarthy then presented Cost Verification Report No. 1 to the Board. He will finalize the report and present the final report at the next Board meeting for consideration by the Board.

SECOND READING: None.

EMERGENCY READING: None.

LEGAL MATTERS

FIRST READING: None.

SECOND READING:

Second Amendment to Authority Establishment Agreement: Attorney Pogue presented the Second Amendment to the Authority Establishment Agreement to the Board. Following discussion, upon a motion duly made by President Dillon, seconded by Director Knopinski and, upon vote, unanimously carried, the Board approved the Second Amendment to Authority Establishment Agreement.

EMERGENCY READING: None.

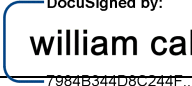
OTHER BUSINESS

The Board determined to cancel the September Board meeting.

ADJOURNMENT

There being no further business to come before the Board at this time, the meeting was adjourned at 8:24 p.m. by Director Knopinski.

Respectfully submitted,

By  **william caldwell**
7984B344D8C244F
Secretary for the Meeting

Certificate Of Completion

Envelope Id: 22E2802154864AF590C617E01386C7B8	Status: Completed
Subject: Complete with DocuSign: BBDFA - Minutes 07-19-2023.pdf	
Client Name: Beebe Draw Farms Authority	
Client Number: A176953	
Source Envelope:	
Document Pages: 6	Signatures: 1
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Enveloped Stamping: Enabled	Natalie Herschberg
Time Zone: (UTC-06:00) Central Time (US & Canada)	220 S 6th St Ste 300
	Minneapolis, MN 55402-1418
	Natalie.Herschberg@claconnect.com
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10/19/2023 8:22:15 AM	Natalie.Herschberg@claconnect.com	

Signer Events

william caldwell
bcaldwell.beebedraw@gmail.com
Security Level: Email, Account Authentication (None)

Signature

DocuSigned by:
william caldwell
7984B344D8C244F...

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Witness Events**Signature****Timestamp****Notary Events****Signature****Timestamp****Envelope Summary Events****Status****Timestamps**

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Certified Delivered	Security Checked	10/19/2023 2:13:07 PM
Signing Complete	Security Checked	10/19/2023 2:17:33 PM

Envelope Summary Events	Status	Timestamps
Completed	Security Checked	10/19/2023 2:17:33 PM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

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If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

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If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

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Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

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You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: BusinessTechnology@CLAconnect.com

To advise CliftonLarsonAllen LLP of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at BusinessTechnology@CLAconnect.com and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

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To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to BusinessTechnology@CLAconnect.com and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

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i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;

ii. send us an email to BusinessTechnology@CLAconnect.com and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

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To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

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- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify CliftonLarsonAllen LLP as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by CliftonLarsonAllen LLP during the course of your relationship with CliftonLarsonAllen LLP.

**MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
BEEBE DRAW FARMS AUTHORITY
HELD
OCTOBER 12, 2022**

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 Wednesday, October 12, 2022, at 6:00 P.M. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

William Caldwell

Sharon Dillon

Diane Mead

Christine Hethcock (Beebe Draw Farms MD No. 2) serving as alternate for
President Knopinski

Also In Attendance Were:

Lisa Johnson, Shauna D’Amato and Terri Boroviak; CliftonLarsonAllen LLP
Alan Pogue; Icenogle Seaver Pogue, P.C.

Eric Wernsman, Brenda Lewis (Beebe Draw Farms MD No. 1)

Tina Wernsman, Linda Cox, Crystal Clark, Kent Lewis, Kelly Deitman, Ed
Hermann and other members of the public

ADMINISTRATIVE
MATTERS

Call to Order: The meeting was called to order at 6:02 p.m. by Ms. Johnson.

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.

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

Following discussion, upon motion duly made by Director Mead, seconded by Director Dillon and, upon vote, unanimously carried, the agenda was approved as submitted. The Board acknowledged Director Hethcock as serving as alternate for President Knopinski whose absence was excused. Ms. Johnson noted meeting notices were posted as required.

Approval of Resolution 2022-10-01, First Amendment to Amended and Restated Meeting Resolution: Following review, upon a motion duly made by Director Dillon, seconded by Director Hethcock and, upon vote, unanimously carried, the Board approved Resolution 2022-10-01, First Amendment to Amended and Restated Meeting Resolution.

FIRST READING: None.

SECOND READING: None.

EMERGENCY READING: None.

**CONSENT
AGENDA**

The Board considered the following items and actions:

- Minutes of the September 19, 2022 and September 22, 2022 Special Meetings.
- July 31, 2022 Financial Statements and October 2022 Cash Position Schedule

The Board reviewed the Consent Agenda items. Following review, upon motion duly made by Director Dillon, seconded by Director Mead and, upon vote, unanimously carried, the Board approved and/or ratified approval of the Consent Agenda items as presented.

**PUBLIC
COMMENT**

Kent Lewis asked if it was required to identify oneself at public meetings. Attorney Pogue stated it was up to the Board to decide, and the Board has decided that if a person wishes to address the Board, it is required to know who the person is. Mr. Lewis also stated that people in the neighborhood are asking about xeriscaping and how the community can become more “green,” including if there is an opportunity as a community to get rid of the grass and save water.

Director Caldwell stated he met with the sheriff on October 11 at the clubhouse and discussed the speed limit radar machine that was set up on Beebe Draw Farms Parkway. The sheriff shared the metrics gathered. He confirmed the appropriate speed for the Parkway is 35 mph, which is what is currently posted.

Linda Cox informed the Board that she recently conducted an inspection on

the signs throughout the community. She is working with the sign vendor to request a cost to repair.

FINANCIAL MATTERS

Acceptance of 2021 Audit: Ms. Johnson reviewed the 2021 Audit with the Board. Following review, upon a motion duly made by Director Mead, seconded by Director Hethcock and, upon vote, unanimously carried, the Board approved the 2021 Audit and filing subject to final review by Director Hethcock, and receipt of a clean opinion from the auditor.

FIRST READING:

1. **Acknowledge receipt of 2023 draft budgets from Beebe Draw Farms Metro District Nos. 1 and 2. Review BB DFA 2023 draft budget and confirm date to hold public hearing to consider adoption of 2023 budget on November 9, 2022:** Ms. Johnson and Ms. Boroviak reviewed the draft budgets with the Board and discussed the Budget Committee’s work that has been accomplished. She noted that Directors Caldwell, Dillon, Mead and Hethcock are a part of the committee as well as CLA staff.

SECOND READING: None.

EMERGENCY READING: None.

OPERATIONS AND MAINTENANCE

Status of Reserve Analysis: Updates were provided, and it was noted that this item is expected to be received next week for review.

FIRST READING: None.

SECOND READING: None.

EMERGENCY READING: None.

CAPITAL AMENITIES

FIRST READING: None.

SECOND READING:

1. **Update on path project along Beebe Draw Farms Parkway; review of bids received:** Ms. Johnson provided an update to the Board noting that one bid has been received in the amount of \$360,000. The Board and legal counsel discussed options. Following review of the bid, the Board determined to reject the bid and re-publish an Invitation to Bid in February 2023.
2. **Continued discussion on fiber optics research, cost and community interest:** Ms. Johnson noted that fiber optics project is included in the draft 2023 budget and located in the Amenities Fund.

Ms. Lewis and Director Caldwell have been exploring other options to finance the rest of the project and are working with the Colorado State Director with the USDA Rural Development Program.

EMERGENCY READING: None.

**INFRASTRUCTURE
MATTERS**

Filing No. 2: None.

FIRST READING: None.

SECOND READING: None.

EMERGENCY READING: None.

LEGAL MATTERS

FIRST READING: None.

SECOND READING:

1. Public Hearing regarding Participation in the Family and Medical Leave Insurance Program:

Adoption of Resolution No. 2022-10-02, Declining Participation in the Colorado Paid Family Medical Leave Insurance Program:

Attorney Pogue opened the public hearing. He then reviewed the resolution with the Board and stated a Notice has been sent out to employees who had until this past Monday to provide feedback/comments. He stated one was received and Ms. Johnson worked with that employee to provide answers to the employee's questions. He informed the Board that even with the District opting out of participation, an employee can participate in this program. No additional public comments were received or made at the public hearing, and the public hearing was closed.

Following discussion, upon a motion a motion duly made by Director Dillon, second by Director Mead and, upon vote, unanimously carried, the Board adopted Resolution No. 2022-10-02, Declining Participation in the Colorado Paid Family Medical Leave Insurance Program.

EMERGENCY READING: None.

OTHER BUSINESS

Director Caldwell informed the Board that they will be drilling the well out south of the horse area, east of Stone Lake. He stated he has received multiple complaints from neighbors regarding the noise. He will provide the specific well location to Director Hethcock who will obtain more information.

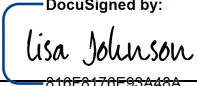
Director Hethcock informed the Board that she met with Chevron and FRICO for them to do super pad work on the Lake Christina area. She stated that the

bridge does not have the load capacity to handle the equipment they plan to bring in and they will want to build a bridge next to the existing bridge that will support the higher loads. She noted this would be the same width as the current bridge and Chevron will be paying for the expense. The Board had no questions.

ADJOURNMENT

There being no further business to come before the Board at this time, upon a motion duly made by Director Hethcock, seconded by Director Caldwell, the meeting was adjourned at 7:33 p.m.

Respectfully submitted,

By  Secretary for the Meeting
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**MINUTES OF A SPECIAL WORK SESSION MEETING OF
THE BOARD OF DIRECTORS OF THE
BEEBE DRAW FARMS AUTHORITY
HELD
OCTOBER 26, 2022**

A special work session 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, October 26, 2022, at 9:00 A.M. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

William Caldwell
Sharon Dillon
Diane Mead

Also In Attendance Were:

Lisa Johnson, Shauna D’Amato and Terri Boroviak; CliftonLarsonAllen LLP

Brenda Lewis (Beebe Draw Farms MD No. 1)
Christine Hethcock (Beebe Draw Farms MD No. 2)

Tina Wernsman, Linda Cox, Crystal Clark, Kent Lewis, Kelly Trujillo, Ed Farrell, Carol Satersmoen, Ken Ross, Melanie Brigs, Kim Coleman, and other members of the public

ADMINISTRATIVE
MATTERS

Call to Order: The meeting was called to order at 9:00 a.m. by Ms. Johnson.

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.

Agenda, Confirmation of Notice Posting: Ms. Johnson distributed for the Board’s review and approval a proposed agenda for the Authority’s special work session meeting.

Upon motion duly made by Director Mead, seconded by Director Caldwell and, upon vote, unanimously carried, the agenda was approved as submitted. Ms. Johnson noted meeting notices were posted as required.

FINANCIAL MATTERS

Discussion and Review of 2023 Budgets: The Board and budget committee members reviewed and discussed the draft 2023 Budget.

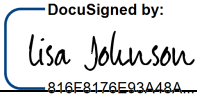
OTHER BUSINESS

None.

ADJOURNMENT

There being no further business to come before the Board at this time, upon a motion duly made by Director Mead, seconded by Director Caldwell, the meeting was adjourned at 10:55 a.m.

Respectfully submitted,

By  Secretary for the Meeting
DocuSigned by:
Lisa Johnson
816E8176E93A48A...

**MINUTES OF A SPECIAL MEETING OF
THE BOARD OF DIRECTORS OF THE
BEEBE DRAW FARMS METROPOLITAN DISTRICT NO. 2
HELD
NOVEMBER 10, 2021**

A special meeting of the Board of Directors (referred to hereafter as the “Board”) of the Beebe Draw Farms Metropolitan District No. 2 (referred to hereafter as the “District”) was convened on Wednesday, the 10th day of November, 2021, at 6:00 P.M. This District Board meeting was held via Microsoft Teams videoconference and teleconference without any person (neither District representatives nor the general public) in attendance. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Christine Hethcock
Diane Mead
Paul Joseph “Joe” Knopinski

Also In Attendance Were:

Lisa Johnson and Rebecca Gianarkis; CliftonLarsonAllen LLP
Alan Pogue, Esq.: Icenogle, Seaver, Pogue, P.C.
Bill Caldwell, Todd Sundeen, Josh Freeman, Mike Welch & Eric Wernsman;
Beebe Draw Farms Metropolitan District No. 1 Board Members
Diane Wheeler; Simmons & Wheeler, P.C.

Members of the Public:

Tina Wernsman, Sharon Dillon, Steven Street, Kent and Brenda Lewis, Mark and Stevie Grage, Linda Cox, Ed and Mary Jo Farrell, Mary Jo Majors, Dave Miller, Nathan Clark and Crystal Clark, John Coleman and Kim Coleman;
Residents

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 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 and have been filed.

Agenda, Confirmation of Notice Posting: A quorum was confirmed. Ms. Johnson distributed for the Board’s review and approval a proposed agenda for the District’s special meeting.

Following discussion, upon motion duly made by Director Knopinski, seconded by Director Mead and, upon vote, unanimously carried, the Board approved the agenda. Ms. Johnson advised that meeting notices were posted as required.

Resolution No. 2021-11-01 Establishing Regular Meeting Dates, Time and Location, and Designation Location for Posting of 24-Hour Notice: Mr. Wernsman inquired about drive time and cost savings of virtual meetings. Ms. Johnson will send an estimate of cost savings to the Board. Mr. Caldwell noted that he prefers to meet in person and some members of the public prefer to meet in person in part due to poor internet service. Ms. Johnson requested Mr. Caldwell to remind residents that there is a call-in-option for Microsoft Teams.

President Hethcock noted that she prefers a hybrid option, Director Mead stated she is fine either way and Director Knopinski suggested the hybrid option. Ms. Johnson noted that the meetings might then be held at the maintenance facility if they are held in-person because the Sales and Information Center is too small to hold meetings.

Following discussion, upon a motion duly made by Director Knopinski, seconded by Director Mead and, upon vote, unanimously carried, the Board approved hybrid meeting options via Microsoft Teams and in person at the Maintenance Facility, to be held on July 23, 2022 and November 9, 2022 at 6:00 p.m., and adopted Resolution 2021-11-01, Resolution Establishing Regular Meeting Dates, Time and Location, and Designation Location for Posting 24-Hour Notice.

District Insurance and Special District Association membership for 2022: Following discussion, the Board authorized renewal of the District’s 2022 insurance and Special District Association membership.

CliftonLarsonAllen LLP Master Service Agreement and related statement(s) of work: Following discussion, upon a motion duly made by Director Knopinski, seconded by President Hethcock and, upon vote, unanimously carried, the Board approved the CliftonLarsonAllen LLP Master Service Agreement and related statement(s) of work.

PUBLIC COMMENT

There were no public comments.

CONSENT AGENDA

The Board considered the following actions under the Consent Agenda:

- Approval of the Minutes of the July 14, 2021 Special Meeting.
- Ratification of approval of the payment of claims through the period ending October 31, 2021, totaling \$8,417.37.
- Acceptance of the Unaudited Financial Statements for the period ending September 30, 2021.

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

Director Knopinski and, upon vote, unanimously carried, the Board approved the Consent Agenda.

LEGAL
MATTERS

May 3, 2022 Regular Election new legislative requirements:

- **Resolution 2021-11-02, Calling May 3, 2022 Election for Directors:** Following review, Ms. Johnson noted that Jessie Stamper will serve as Designated Election Official (“DEO”). Upon a motion duly made by President Hethcock, seconded by Director Mead and, upon vote, unanimously carried, the Board adopted Resolution 2021-11-02, Calling May 3, 2022 Election for Directors, appointing DEO and authorizing the DEO to perform all tasks required for the conduct of a mail ballot election, if necessary.

Requirements of Section 32-1-809, C.R.S. (District Transparency Notice): The Board directed staff to prepare and post the Transparency Notice on the SDA website and District website.

FINANCIAL
MATTERS

Preparation of Application for 2021 Audit Exemption: Upon a motion duly made by President Hethcock, seconded by Director Knopinski and, upon vote, unanimously carried, the Board appointed the Accountant to prepare and file an Application for the 2021 Audit Exemption.

Public Hearing on Amendment to 2021 Budget: Ms. Johnson opened the public hearing at 6:43 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 hear was closed at 6:45 p.m. Ms. Wheeler informed the Board that a 2021 amendment would not be necessary.

Public Hearing on the Proposed 2022 Budget: Ms. Johnson opened the public hearing at 6:43 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 and the public hear was closed at 6:45 p. m.

Following review and discussion, upon a motion duly made by Director Mead, seconded by President Hethcock and, upon vote, unanimously carried, the Board adopted the Resolution to Adopt the 2022 Budget and Appropriate Sums of Money and the Resolution to Set Mill Levies. Following discussion, upon vote unanimously carried, the Board adopted the Resolutions and authorized execution of the Certification of Budget. The

**MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
BEEBE DRAW FARMS AUTHORITY
HELD
NOVEMBER 9, 2022**

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 Wednesday, November 9, 2022, at 6:00 P.M. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Paul “Joe” Knopinski
William Caldwell
Sharon Dillon
Christine Hethcock (Beebe Draw Farms MD No. 2) serving as alternate for
Director Mead

Also In Attendance Were:

Lisa Johnson, Shauna D’Amato and Terri Boroviak; CliftonLarsonAllen LLP
Alan Pogue; Icenogle Seaver Pogue, P.C.

Eric Wernsman, Catrena Rosentreader and Brenda Lewis (Beebe Draw Farms
MD No. 1)

Suzanne Meintzer; McGeady Becher P.C., legal counsel to Beebe Draw Farms
Metropolitan District No. 2

Tina Wernsman, Dave Miller, Crystal Clark, John and Kim Coleman, Kent
Lewis, Kelly Deitman, Ed Farrell, Cindy Key, Patty Caldwell, Judy Tunis and
other members of the public

ADMINISTRATIVE
MATTERS

Call to Order and Approval of Agenda: The meeting was called to order at
6:00 p.m. by Ms. Johnson. Upon a motion duly made by President Knopinski,
seconded by Director Hethcock and, upon vote, unanimously carried, the Board
approved the Agenda, excused the absence of Director Mead and acknowledged
Director Hethcock from Beebe Draw Farms Metropolitan District No. 2 to serve
as an alternate.

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.

Confirm quorum, location of meeting and posting of meeting notice:

A quorum was confirmed. Ms. Johnson noted that notice of the meeting was posted as required.

Adoption of Resolution 2022-11-01, 2023 Annual Administrative Matters

Resolution: Ms. Johnson reviewed the resolution with the Board. Following review, upon a motion duly made by President Knopinski, seconded by Director Dillon and, upon vote, unanimously carried, the Board approved Resolution 2022-11-01, 2023 Annual Administrative Matters Resolution.

Adoption of Resolution No. 2022-11-02, 2023 Meeting Resolution:

Attorney Pogue reviewed the resolution with the Board. Following review, upon a motion duly made by Director Hethcock, seconded by Director Dillon and, upon vote, unanimously carried, the Board approved Resolution 2022-11-02, 2023 Meeting Resolution. The Board will conduct hybrid regular meetings on the 2nd Wednesday of every other month at 6:00 p.m.

Approval of CliftonLarsonAllen LLP Statements of Work:

Ms. Johnson reviewed the CliftonLarsonAllen LLP Statements of Work with the Board. Following review, upon a motion duly made by Director Dillon, seconded by President Knopinski and, upon vote, unanimously carried, the Board approved the CliftonLarsonAllen LLP Statements of Work as presented.

FIRST READING: None.

SECOND READING: None.

EMERGENCY READING: None.

**CONSENT
AGENDA**

The Board considered the following items and actions:

- Minutes of the October 12, 2022, Regular Meeting and October 26, 2022, Special Meeting.
- Ratify payment of claims \$62,531.13
- September 30, 2022, Financial Statements and November 2022 Cash Position Schedule

The Board reviewed the Consent Agenda items. Following review, upon motion duly made by Director Caldwell, seconded by Director Hethcock and, upon vote, unanimously carried, the Board approved and/or ratified approval of the Consent Agenda items as presented.

PUBLIC COMMENT

Director Caldwell commented that he has yet to receive a map of the recent transfer of land to REI to ensure the maintenance crew are not providing services on private property.

Ms. Wernsman inquired who the current employees are and who are the volunteers.

Ms. Key inquired about a recent Colorado Open Records Act (“CORA”) request.

Ms. Coleman inquired whether the CORA response would be made public.

FINANCIAL MATTERS

Approval of engagement letter with Wipfli LLC to prepare 2022 Audit:

Ms. Johnson reviewed the WIPFLI engagement letter with the Board. Following review, upon a motion duly made by Director Dillon, seconded by Director Hethcock and, upon vote, unanimously carried, the Board approved the engagement letter with Wipfli LLC to prepare the 2022 Audit as presented.

FIRST READING: None.

SECOND READING:

1. **Conduct Public Hearing on the proposed 2023 Budget and consider adoption of Resolution 2022-11-03 to Adopt the 2023 Budget, Appropriate Sums of Money and Set Mill Levies:** President Knopinski opened the public hearing at 7:20 p.m. It was noted that publication of Notice stating that the Board would consider approval of the 2023 Budget and the date, time and place of the public hearing was made in a newspaper having general circulation within the District. No written objections were received prior to the public hearing. President Knopinski closed the public hearing at 7:21 p.m..

Ms. Boroviak reviewed the 2023 Budget with the Board. Following review, upon a motion duly made by Hethcock, seconded by Director Caldwell and, upon vote, unanimously carried, the Board approved the 2023 Budget and adopted Resolution 2022-11-03 to Adopt 2023 Budget, Appropriate Sums of Money and Set Mill Levies as presented.

EMERGENCY READING: None.

OPERATIONS AND MAINTENANCE

FIRST READING:

1. **Review reserve analysis:** The Board briefly reviewed the Reserve Study and discussed the recommendations.

SECOND READING: None.

EMERGENCY READING: None.

CAPITAL
AMENITIES

FIRST READING: None.

SECOND READING: None.

EMERGENCY READING: None.

INFRASTRUCTURE
MATTERS

Filing No. 2: Director Hethcock provided an update on the Filing 2 status.

FIRST READING: None.

SECOND READING: None.

EMERGENCY READING: None.

LEGAL MATTERS

FIRST READING: None.

SECOND READING: None.

EMERGENCY READING: None.

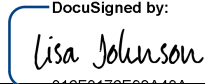
OTHER BUSINESS

None.

ADJOURNMENT

There being no further business to come before the Board at this time, the meeting was adjourned at 8:14 p.m.

Respectfully submitted,

By 
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 Secretary for the Meeting

Certificate Of Completion

Envelope Id: D028F508A75842CB97BFC95D2DA37815	Status: Completed
Subject: Complete with DocuSign: BBDF A - Minutes 11-09-2022	
Client Name: Beebe Draw Farms Authority	
Client Number: A176953	
Source Envelope:	
Document Pages: 4	Signatures: 1
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Enveloped Stamping: Enabled	Natalie Herschberg
Time Zone: (UTC-06:00) Central Time (US & Canada)	220 S 6th St Ste 300
	Minneapolis, MN 55402-1418
	Natalie.Herschberg@claconnect.com
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Lisa Johnson
 Lisa.Johnson@CLAconnect.com
 District Manager
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 sdrecordsretention@claconnect.com
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Status

Timestamps

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If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

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How to contact CliftonLarsonAllen LLP:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: BusinessTechnology@CLAconnect.com

To advise CliftonLarsonAllen LLP of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at BusinessTechnology@CLAconnect.com and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

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To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to BusinessTechnology@CLAconnect.com and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

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- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify CliftonLarsonAllen LLP as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by CliftonLarsonAllen LLP during the course of your relationship with CliftonLarsonAllen LLP.

**MINUTES OF A SPECIAL MEETING OF
THE BOARD OF DIRECTORS OF THE
BEEBE DRAW FARMS AUTHORITY
HELD
FEBRUARY 27, 2023**

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 Monday, February 27, 2023, at 11:00 a.m. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Joe Knopinski, President
William Caldwell, Vice President
Sharon Dillon, Treasurer
Diane Mead, Assistant Secretary

Also In Attendance Were:

Lisa Johnson and Shauna D’Amato; CliftonLarsonAllen LLP
Alan Pogue, Esq. and Anna Wool, Esq.; Icenogle Seaver Pogue, P.C.
Michelle Ferguson, Esq.; Ireland Stapleton Pryor & Pascoe, PC

ADMINISTRATIVE
MATTERS

Call to Order and Agenda: The meeting was called to order at 11:03 a.m. by Ms. Johnson. Upon a motion duly made by Director Mead, seconded by President Knopinski and, upon vote, unanimously carried, the Board approved the agenda, as presented.

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 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 Director Caldwell is now serving on the Board of Directors for Beebe Draw Farms Property Owner Association. Attorney Pogue discussed potential conflicts moving forward.

Confirm quorum, location of meeting and posting of meeting notice: A quorum was confirmed. Ms. Johnson noted that notice of the meeting was posted as required.

LEGAL MATTERS

Executive Session: Following discussion, upon a motion duly made by President Knopinski, seconded by Director Dillon and, upon vote, unanimously carried, the Board entered into executive session pursuant to Section 24-6-402(4)(b), C.R.S. to receive legal advice from special employment counsel and general counsel with respect to claims pending against the Authority at 11:09 a.m.

Upon a motion duly made by President Knopinski, seconded by Director Dillon and, upon vote, unanimously carried, the Board exited from executive session at 12:02 p.m. No action was taken.

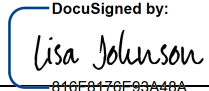
OTHER BUSINESS

None.

ADJOURNMENT

There being no further business to come before the Board at this time, President Knopinski adjourned the meeting at 12:03 p.m.

Respectfully submitted,

By 
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 Secretary for the Meeting

**MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
BEEBE DRAW FARMS AUTHORITY
HELD
MARCH 8, 2023**

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 Wednesday, March 8, 2023, at 6:00 P.M. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

William Caldwell, Vice President

Sharon Dillon, Treasurer

Diane Mead, Assistant Secretary

Christine Hethcock, as alternative for Paul “Joe” Knopinski from District No. 2

Joe Knopinski, President, was absent and excused.

Also In Attendance Were:

Lisa Johnson, Shauna D’Amato and Terri Boroviak; CliftonLarsonAllen LLP
Anna Wool; Icenogle Seaver Pogue, P.C.

Eric Wernsman and Catrena Rosentreader; Beebe Draw Farms Metropolitan
District No. 1

Tina Wernsman, Crystal Clark, Kim Coleman, Kelly Deitman, Ed Farrell, Ethan
Peer, Patty Caldwell, Judy Tunis, Cindy Billinger, Denise and Sam Carlton,
Kim Caldwell and other members of the public

ADMINISTRATIVE
MATTERS

Call to Order and Agenda: The meeting was called to order at 6:00 p.m. by Ms. Johnson. Upon a motion duly made by Director Mead, seconded by Director Caldwell and, upon vote, unanimously carried, the Board excused the absence of President Knopinski and acknowledged Director Hethcock from Beebe Draw Farms Metropolitan District No. 2 to serve as an alternate.

Following review and discussion, upon a motion duly made by Director Dillon, seconded by Director Mead and, upon vote, unanimously carried, the Board approved the agenda, as amended.

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.

Confirm quorum, location of meeting and posting of meeting notice: A quorum was confirmed. Ms. Johnson noted that notice of the meeting was posted as required.

FIRST READING: None.

SECOND READING: None.

EMERGENCY READING: None.

**CONSENT
AGENDA**

The Board considered the following items and actions:

- Approve Minutes of the November 9, 2022 Regular Meeting
- Ratify payment of claims totaling \$263,205.62
- December 31, 2022 Financial Statements and March 2023 Cash Position Schedule
- Ratify Change Order to Crack Seal Services Agreement
- Ratify 2023 Crack Seal Services Agreement

The Board reviewed the Consent Agenda items. Following review, upon motion duly made by Director Dillon, seconded by Director Mead and, upon vote, unanimously carried, the Board approved and/or ratified approval of the Consent Agenda items as presented.

PUBLIC COMMENT

None.

**FINANCIAL
MATTERS**

FIRST READING: None.

Public Hearing on Amendment of 2022 Budget and Adoption of Resolution 2023-03-01 to Amend 2022 Budget: Ms. Johnson opened the public hearing at 6:15 p.m. It was noted that publication of Notice stating that the Board would consider amending the 2022 Budget and the date, time and place of the public hearing was made in a newspaper having general circulation within the Authority.

Ms. Boroviak reviewed the need to amend the 2022 Budget with the Board. No written objections were received prior to the public hearing and no comments were received. The public hearing was closed at 6:18 p.m. No action was taken.

SECOND READING: None.

EMERGENCY READING: None.

OPERATIONS AND
MAINTENANCE

Revision to Pool Manager Job Description to Make the Position a Permanent Part Time Position Rather Than Seasonal: Director Dillon reported to the Board that she would like to make the Pool Manager position a permanent part time position in an effort to avoid the costs associated with soliciting resumes, conducting interviews, etc. Director Hethcock noted she is not in favor of making this position a permanent part time position due to the nature of the position. Director Mead suggested the position become a part time position as services are needed.

Following discussion, upon a motion duly made by Director Dillon, seconded by Director Caldwell and, upon vote, majority carried, the Board determined to change the Pool Manager position to a permanent part time position beginning in 2023. Directors Caldwell, Dillon and Mead were in favor. Director Hethcock was opposed.

Recent Purchase of Pool Furniture and Fixtures: Director Caldwell reported to the Board that pool furniture was purchased and delivered, light fixtures were replaced and the entrance to the pool and mail room was repainted. No action was taken.

FIRST READING:

Fish Stocking of Lake Christina: Director Dillon discussed her interest in understanding the fish stocking process due to the algae issues that have been experienced. Director Caldwell commented that the lake has been frozen solid since the third week in December. In addition, the lake was drawn down very extensively this past year. He expressed concern that there may be a very large fish kill at the lake this year. Director Hethcock commented that fish are stocked twice per year. She feels the opportunity to fish at the lake is a great benefit to the residents in the community. No action was taken.

Enforcement of No Hunting Rules at Lake Christina: Director Caldwell reported to the Board that he recently encountered residents at Lake Christina hunting geese. He noted there are “No Hunting” and “No Trespassing” signs, yet the Authority has no way to enforce the rules. Director Hethcock mentioned that enforcement is possible through Colorado Parks and Wildlife and that the Authority has previously sent a letter to Colorado Parks and Wildlife asking them to enforce the no-hunting rules.

Ms. Wool responded that aside from the posted signage, the Authority does not have rules and regulations prohibiting hunting. She suggested the Authority renew the letter with the State Department of Parks and Wildlife. Director Hethcock mentioned that the community covenants restrict hunting at the lake. Director Caldwell suggested the Property

Owner’s Association could appropriately send an email correspondence to residents reminding them of the no hunting rules.

Director Hethcock will send Director Caldwell the most recent letter to the State and Director Caldwell will contact the State and provide them with the communication.

Tina Wernsman, member of the public, asked the Board to consider communicating with the community regarding the no hunting rules prior to asking the Game Warden to get involved. Director Caldwell commented that there is signage at the Lake notifying users that there is no hunting at the lake.

SECOND READING: None.

EMERGENCY READING: None.

**CAPITAL
AMENITIES**

FIRST READING:

Status of Path Project Proposals: Director Caldwell presented the status of the path project proposals to the Board, noting that one proposal was received from Fossil Creek Builders in the amount of \$334,001.76.

Director Caldwell has discovered a possible grant opportunity for this project that he and Ed Farrell are pursuing. Director Caldwell and Mr. Farrell have a phone call with the grant program entity next week. The Board determined not to accept the bid at this time and to pursue the grant.

SECOND READING: None.

EMERGENCY READING: None.

**INFRASTRUCTURE
MATTERS**

Filing No. 2: None.

FIRST READING: None.

SECOND READING: None.

EMERGENCY READING: None.

LEGAL MATTERS

FIRST READING:

Resolution No. 2023-05-01 Amendment Regarding Water Tap Options and Associated Fees: Ms. Wool presented the Resolution to the Board. The Board will consider taking action under the Second Reading at their next regular meeting.

Direction to Staff Regarding the Contract Terms with Hilltop for Broadband Extension to Filing 1: Following discussion, the Board directed legal staff to work on contract terms with Hilltop related to offering broadband services to the community, should the ballot questions pass.

SECOND READING: None.

EMERGENCY READING: None.

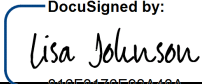
OTHER BUSINESS

None.

ADJOURNMENT

There being no further business to come before the Board at this time, upon a motion duly made by Director Dillon, seconded by Director Caldwell and, upon vote, unanimously carried, the meeting was adjourned at 7:35 p.m.

Respectfully submitted,

By  Secretary for the Meeting

**MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
BEEBE DRAW FARMS AUTHORITY
HELD
MAY 10, 2023**

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 Wednesday, May 10, 2023, at 6:00 P.M. This meeting was a hybrid meeting held via Microsoft Teams and at the Sales & Info Center, 16502 Beebe Draw Farms Pkwy. Platteville, CO. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Joe Knopinski, President
William Caldwell, Vice President
Sharon Dillon, Treasurer
Diane Mead, Assistant Secretary

Also In Attendance Were:

Lisa Johnson, Shauna D’Amato, Terri Boroviak and Michael Cronce;
CliftonLarsonAllen LLP
Alan Pogue, Esq.; Icenogle Seaver Pogue, P.C.
Eric Ryplewski; Hilltop Broadband
Brenda Lewis, Catrena Rosentreader; Beebe Draw Farms Metropolitan District
No. 1
Scott Edgar, Mary Jo and Ed Farrell, Melanie Briggs, Tina Wernsman, Ethan Peer, John and Kim Coleman, Carol Satersmoen, Crystal Clark, Patty Caldwell, Cindy Billinger, Judy Tunis, Gerry Tsohirpke, Doug Martin and other members of the public,

ADMINISTRATIVE
MATTERS

Call to Order and Agenda: The meeting was called to order at 6:08 p.m. Upon a motion duly made by Director Caldwell, seconded by President Knopinski and, upon vote, unanimously carried, the Board approved the agenda, as presented.

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.

Confirm quorum, location of meeting and posting of meeting notice: A quorum was confirmed. Ms. Johnson noted that notice of the meeting was posted as required.

Results of May 2, 2023 Elections in Beebe Draw Farms Metropolitan District Nos. 1 and 2 related to Broadband Service: Ms. Johnson presented the election results with the Board, noting that the ballot questions passed in both districts.

FIRST READING:

Operations Manager Position and Related Job Description: Ms. Johnson and Attorney Pogue presented the job description to the Board. Discussion ensued. Following review, upon a motion duly made by President Knopinski, seconded by Director Dillon and, upon vote, unanimously carried, the Board approved the Operations Manager position and related job description and authorized the Authority Manager and human relations consultant to solicit applications for the position.

SECOND READING: None.

EMERGENCY READING: None.

**CONSENT
AGENDA**

The Board considered the following items and actions:

- Approve Minutes of the February 27, 2023 Special Meeting and March 8, 2023 Regular Meeting
- Ratify approval of payment of claims through the period ending May 3, 2023 totaling \$376,587.27

The Board reviewed the Consent Agenda items and requested the Financial Statements and Cash Position Schedule be removed from the Consent Agenda and considered separately. Following review, upon motion duly made by Director Mead, seconded by Director Dillon and, upon vote, unanimously carried, the Board approved and/or ratified approval of the Consent Agenda items as amended.

March 31, 2023 Financial Statements and May 2023 Cash Position Schedule: Ms. Boroviak presented the Financial Statements and Cash Position Schedule to the Board. Discussion ensued. Upon a motion duly made by President Knopinski, seconded by Director Dillon and, upon vote, unanimously carried, the Board accepted the March 31, 2023 Financial Statements and May 2023 Cash Position Schedule, as presented.

PUBLIC COMMENT

None.

FINANCIAL
MATTERS

FIRST READING: None.

SECOND READING:

Resolution 2023-05-01 to Amend 2022 Budget: Following discussion, upon a motion duly made by Director Dillon, seconded by Director Caldwell and, upon vote, unanimously carried, the Board adopted Resolution 2023-05-01 to Amend 2022 Budget.

EMERGENCY READING: None.

OPERATIONS AND
MAINTENANCE

FIRST READING:

Potential Addition of a Dog Park: Ms. Hethcock reported several residents have requested the installation of a dog park, south of the horse arena on REI's property. Residents are willing to pay for the installation of the dog park themselves. The residents ask that the Authority maintain the amenity as well as cover the annual insurance costs. Residents provided comments on this request and the majority in attendance were not in favor of this request due to safety and maintenance concerns. Ms. Johnson requested residents email her with questions and concerns on this potential amenity.

The Board directed staff to research the maintenance costs to include dog waste services and insurance requirements of a dog park and provide a comprehensive report to the Board at a future meeting so they may consider this request.

Pool Update: Ms. Clark provided an update on the pool status. She requested opening the pool on the Friday before Memorial Day and closing the pool on September 10, 2023 with a dog swim day on the closing day. The Board agreed with the schedule.

Ms. Clark requested limiting the reservation for private parties on the weekends this year due to many concerns expressed by pool users in the past. The Board was supportive of this reservation limitation.

Ms. Clark recommended reducing the pool usage fees to both residents and non-residents and institute a key card fee to all users. Discussion ensued.

Following discussion, upon a motion duly made by Director Dillon, seconded by Director Caldwell and, upon vote, unanimously carried, the Board approved the reservation restriction for private parties and reduced the resident fee to \$190.00 and the non-resident fee to \$390.00 and instituted a key card fee of \$15.00 for all users.

It was further discussed later in the meeting that fee changes require two readings prior to approval and implementation. The Board rescinded their action to change the fee structure as noted above.

SECOND READING: None.

Fish Stocking of Lake Christina: Ms. Hethcock reported Director Caldwell is the President of the Fish Stocking Committee and will coordinate the fish stocking with the vendor.

Enforcement of No Hunting Rules at Lake Christina: The Board deferred discussion to the July Board meeting.

EMERGENCY READING:

Authority Service Agreement with Arborado, LLC for Landscape and Tree Maintenance Services for 2023: Ms. Johnson presented the Agreement to the Board. Following discussion, upon a motion duly made by Director Caldwell, seconded by Director Mead and, upon vote, unanimously carried, the Board approved the Authority Service Agreement with Arborado, LLC for Landscape and Tree Maintenance Services for 2023.

**CAPITAL
AMENITIES**

FIRST READING: None.

SECOND READING:

Status of Path Project Proposals and Grant Application: Director Caldwell provided an update to the Board, noting that a grant request has been submitted and the Authority will find out if they received the grant at the end of the month.

EMERGENCY READING: None.

**INFRASTRUCTURE
MATTERS**

Filing No. 2: Ms. Hethcock provided an update regarding Filing No. 2, noting that the developer has submitted a pre-application to Weld County.

FIRST READING: None.

SECOND READING: None.

EMERGENCY READING: None.

LEGAL MATTERS

FIRST READING:

Second Amendment to Authority Establishment Agreement: Attorney Pogue presented the Amendment to the Board. Following

discussion, the Board determined to take action at the next Board meeting.

SECOND READING:

Resolution No. 2023-05-02 Amendment Regarding Water Tap Options and Associated Fees: Attorney Pogue presented the Resolution to the Board. Following discussion, upon a motion duly made by President Knopinski, seconded by Director Caldwell and, upon vote, unanimously carried, the Board adopted Resolution No. 2023-05-02 Amendment Regarding Water Tap Options and Associated Fees.

EMERGENCY READING:

Agreement with Hilltop: Attorney Pogue presented the Agreement to the Board. Following discussion, upon a motion duly made by President Knopinski, seconded by Director Caldwell and, upon vote, unanimously carried, the Board approved the Agreement with Hilltop, subject to final comments from Hilltop.

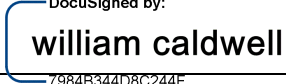
OTHER BUSINESS

None.

ADJOURNMENT

There being no further business to come before the Board at this time, the meeting was adjourned at 8:07 p.m. by President Knopinski.

Respectfully submitted,

By  **william caldwell**
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Secretary for the Meeting

**MINUTES OF A SPECIAL MEETING OF
THE BOARD OF DIRECTORS OF THE
BEEBE DRAW FARMS AUTHORITY
HELD
JULY 19, 2023**

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, July 19, 2023, at 6:00 P.M. This meeting was a hybrid meeting held via Microsoft Teams and at the Sales & Info Center, 16502 Beebe Draw Farms Pkwy. Platteville, CO. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Sharon Dillon, President
Joe Knopinski, Vice President
Diane Mead, Treasurer
William Caldwell, Secretary

Also In Attendance Were:

Lisa Johnson and Shauna D’Amato; CliftonLarsonAllen LLP
Alan Pogue, Esq.; Icenogle Seaver Pogue, P.C.
Tim McCarthy and Austin Murray; Schedio Group (“Schedio”)
Brenda Lewis, Catrena Rosentreader and Cindy Billinger; Beebe Draw Farms Metropolitan District No. 1
Scott Edgar and Christine Hethcock; Beebe Draw Farms Metropolitan District No. 2
Melanie Briggs, Kim Coleman, Carol Satersmoen, Ethan Peer, Kent Lewis, Gerry Tschirpke, Linda Cok, Crystal Clark, Anna Martin and other members of the public

ADMINISTRATIVE
MATTERS

Call to Order and Agenda: The meeting was called to order at 6:05 p.m. Upon a motion duly made by President Dillon, seconded by Director Mead and, upon vote, unanimously carried, the Board approved the agenda, as amended.

Confirm quorum, location of meeting and posting of meeting notice: A quorum was confirmed. Ms. Johnson noted that notice of the meeting was posted as required.

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. Director Caldwell disclosed that he is currently a part-time employee (100 hours per year) of Wiss, Janney, Elstner Associates, Inc. (“WJE. Director Mead disclosed that she is an employee of Schedio Group.

Appointment of Sharon Dillon (Beebe Draw Farms MD No. 1) and Paul “Joe” Knopinski (Beebe Draw Farms MD No. 2) to the Authority Board:

The Board acknowledged the appointments of Sharon Dillon (Beebe Draw Farms MD No. 1) and Paul “Joe” Knopinski (Beebe Draw Farms MD No. 2) to the Authority Board.

Appointment of Officers: Following discussion, upon a motion duly made by Director Knopinski, seconded by Director Caldwell and, upon vote, unanimously carried, the Board appointed the following slate of officers:

President:	<u>Sharon Dillon</u>
Vice President:	<u>Joe Knopinski</u>
Treasurer:	<u>Diane Mead</u>
Secretary:	<u>Bill Caldwell</u>

Status of Operations Manager Recruitment: Ms. Johnson provided an update to the Board regarding the recruitment of an Operations Manager, noting that Employer’s Counsel is currently soliciting interesting candidates for this position. Director Knopinski and Director Mead indicated they only want to see the candidates that the recruiter deems qualified and have passed the initial screening as well as review by President Dillon and Director Caldwell.

FIRST READING:

Sending Board Members to 2023 SDA Conference – September 12-14, 2023 in Keystone, Colorado: The Board discussed the SDA conference and interest in attending. The Board indicated support for sending any and all Board members interested to the conference.

SECOND READING: None.

EMERGENCY READING: None.

CONSENT AGENDA

The Board considered the following items and actions:

- Approve Minutes of the May 10, 2023 Regular Meeting
- Ratify approval of payment of claims through the period ending July 15, 2023 totaling \$26,729.81
- Acceptance of July 2023 Cash Position Schedule

The Board reviewed the Consent Agenda items. Following review, upon motion duly made by President Dillon, seconded by Director Mead and, upon vote,

unanimously carried, the Board approved, ratified approval of and/or accepted the Consent Agenda items as presented.

PUBLIC COMMENT

Crystal Clark addressed the Board regarding the way in which public comments are memorialized in the minutes. She then addressed the Board regarding her disappointment that the Board did not ask the current employees about their opinion on the Operations Manager position and the need for it and/or the job responsibilities. She suggested that certain employees report directly to CLA on Human Relation-related matters and that CLA be allowed to meet with the staff on a regular basis to be able to oversee the current managers.

FINANCIAL MATTERS

2022 Audit and Execution of Management Representation Letter: Ms. Johnson reported the 2022 audit is a work in progress and requested the Board approve an application for extension of time to file. She noted the audit will be presented at the September meeting. Following discussion, upon a motion duly made by President Dillon, seconded by Director Knopinski and, upon vote, unanimously carried, the Board approved the request for an extension to file the audit.

FIRST READING:

Interest in Serving on Budget Committee to Work with Staff to Prepare 2024 Budget: President Dillon and Director Caldwell from the Board will serve on the committee. Ms. Hethcock will serve on the committee as a member of the public and to represent District No. 2's interests. The committee is an advisory committee and has no legislative powers.

SECOND READING: None.

EMERGENCY READING: None.

OPERATIONS AND MAINTENANCE

Pool Operations: Ms. Clark provided a written report for the Board prior to the meeting. She presented her report to the Board.

Fiber Optics Grant and Project: Attorney Pogue provided an update for the Board, noting that he received a copy of the grant application that was submitted by Hilltop Broadband on July 15, 2023. Ms. Johnson will solicit information from Hilltop Broadband as to when the grant funds will be awarded.

Maintenance Concerns related to Equipment and Pillars at Sales and Info. Center: Director Caldwell presented the initial inspection of the wooden pillars at the Sales and Info. Center to the Board. The pillars are currently eroding and are in need of repair and rehabilitation. Ms. Johnson presented a proposal to the Board from Wiss, Janney, Elstner Associates, Inc. ("WJE") to assess, design and oversee construction of this project. Given the conflict of interest that was

disclosed earlier, Director Caldwell left the room for further discussion. Brenda Lewis served as an alternate for this matter.

Following discussion, upon a motion duly made by Director Lewis, seconded by President Dillon and, upon vote, unanimously carried, the Board moved this item to an emergency reading.

Following discussion, upon a motion duly made by Director Lewis, seconded by President Dillon and, upon vote, unanimously carried, the Board engaged WJE to assess, design and oversee construction of this project.

FIRST READING: None.

SECOND READING:

Enforcement of No Hunting Rules at Lake Christina: Director Caldwell reported to the Board that letters were sent to law enforcement agencies asking them to enforce the no hunting rules at Lake Christina.

Potential Addition of a Dog Park: Ms. Johnson provided an update for the Board. After the previous Board meeting, she reached out to Director Caldwell and President Dillon reminding them that when these types of requests have been brought to the Authority in the past, the Board would ask for interested parties to serve on a committee to research the request. They agreed to do so and President Dillon volunteered to chair a committee and to send out a survey as a first step. President Dillon sent out the survey and, of the people who responded, 58% of the respondents were not in favor of a dog park. Discussion ensued. Director Knopinski suggested that the proponents of the dog park can bring forward their request to the budget committee for consideration during the budget process. No action was taken.

Facilities and Maintenance Specialist Positions: Ms. Johnson reported that she recently learned that Ken Rose has requested to step down from the Facilities and Maintenance Lead Position to a Facilities and Maintenance Specialist position. She worked with employment counsel to understand what is needed to achieve this. Once the documentation is completed and executed, she will then solicit interest in the Lead position from the current staff before soliciting from external candidates. The Board agreed with this course of action and directed Ms. Johnson to proceed as presented.

EMERGENCY READING: None.

**CAPITAL
AMENITIES**

FIRST READING: None.

SECOND READING:

Status of Path Project Proposals and Grant Application: Director Caldwell provided an update for the Board, noting that the grant application for the Authority was denied. Director Caldwell then summarized the status of the two proposals received earlier this year. Director Caldwell will work with the two firms to refresh their proposals, if needed, and present to the Board at a future meeting.

EMERGENCY READING: None.

**INFRASTRUCTURE
MATTERS**

Filing No. 2: None.

FIRST READING:

Cost Verification Report No. 1 prepared by Schedio Group: Tim McCarthy with Schedio Group introduced himself, Austin Murray and the role that Schedio has with the Authority. Schedio is an independent consultant contracted by the Authority to provide cost verification services. He then explained the process that the cost verification consultant undergoes to complete their work.

Due to a potential conflict of interest disclosed earlier this evening, Director Mead stepped away from the meeting at this time.

Mr. McCarthy then presented Cost Verification Report No. 1 to the Board. He will finalize the report and present the final report at the next Board meeting for consideration by the Board.

SECOND READING: None.

EMERGENCY READING: None.

LEGAL MATTERS

FIRST READING: None.

SECOND READING:

Second Amendment to Authority Establishment Agreement: Attorney Pogue presented the Second Amendment to the Authority Establishment Agreement to the Board. Following discussion, upon a motion duly made by President Dillon, seconded by Director Knopinski and, upon vote, unanimously carried, the Board approved the Second Amendment to Authority Establishment Agreement.

EMERGENCY READING: None.

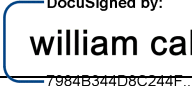
OTHER BUSINESS

The Board determined to cancel the September Board meeting.

ADJOURNMENT

There being no further business to come before the Board at this time, the meeting was adjourned at 8:24 p.m. by Director Knopinski.

Respectfully submitted,

By  **william caldwell**
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Secretary for the Meeting

Certificate Of Completion

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Certificate Pages: 5	Initials: 0
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	Minneapolis, MN 55402-1418
	Natalie.Herschberg@claconnect.com
	IP Address: 73.153.120.72

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william caldwell
bcaldwell.beebedraw@gmail.com
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Signature

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If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

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How to contact CliftonLarsonAllen LLP:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: BusinessTechnology@CLAconnect.com

To advise CliftonLarsonAllen LLP of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at BusinessTechnology@CLAconnect.com and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

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**MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
BEEBE DRAW FARMS AUTHORITY
HELD
OCTOBER 11, 2023**

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 Wednesday, October 11, 2023, at 6:00 p.m. This meeting was a hybrid meeting held via Microsoft Teams and at the Pelican Lake Ranch Community Info & Sales Center, 16502 Beebe Draw Farms Pkwy. Platteville, CO. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Sharon Dillon, President
Diane Mead, Treasurer
William Caldwell, Secretary
Christine Hethcock

Director Joe Knopinski, Vice President, was absent and excused. Director Hethcock served as an alternate.

Also In Attendance Were:

Lisa Johnson, Terri Boroviak and Shauna D’Amato; CliftonLarsonAllen LLP
Alan Pogue, Esq.; Icenogle Seaver Pogue, P.C.
Austin Murray; Schedio Group (“Schedio”)
Brenda Lewis, Catrena Rosentreader and Cindy Billinger; Beebe Draw Farms Metropolitan District No. 1
Melanie Briggs, Carol Satersmoen, Ethan Peer, Kent Lewis, Gerry Tschirpke, Crystal Clark, Patty Caldwell, Ed Farrell, Mary Jo Farrell, Tina Wernsman, Jeanette Rummel, Kelly Dietman, Amber Hatfield, Judy Tunis, Steven Street and other members of the public.

ADMINISTRATIVE
MATTERS

Call to Order and Agenda: The meeting was called to order at 6:05 p.m. Following discussion, upon a motion duly made by Director Mead, seconded by President Dillon and, upon vote, unanimously carried, the Board excused the absence of Director Knopinski, and acknowledged that Director Hethcock will serve as an alternate for the meeting. Upon a motion duly made by Director Caldwell, seconded by President Dillon and, upon vote, unanimously carried, the Board approved the agenda, as presented.

Confirm Quorum, Location of Meeting and Posting of Meeting Notice: Ms. Johnson confirmed the presence of a quorum. It was further noted that notice of the time, date and location was duly posted and that no objections to the location or any requests that the meeting place be changed by taxpaying electors within the District’s boundaries have been received.

Disclosures of Potential Conflicts of Interest: The Board discussed the requirements of Colorado law to disclose any potential conflicts of interest or potential breaches of fiduciary duty to the Board and to the Secretary of State. The members of the Board were requested to 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 statute. It was noted by Attorney Pogue that disclosures of potential conflicts of interest were filed with the Secretary of State for all directors, and no additional conflicts were disclosed at the meeting.

Status of Operations Manager Recruitment: Ms. Johnson provided an update to the Board regarding the recruitment of an Operations Manager, noting that the Board determined an Operations Manager is no longer needed. The Board is collaborating with their legal counsel to revise the job descriptions for the Pool Manager and Facilities & Maintenance Specialist Lead to include employee oversight responsibilities.

FIRST READING: None.

SECOND READING: None.

EMERGENCY READING: None.

**CONSENT
AGENDA**

The Board considered the following items and actions:

- Approve Minutes of the July 19, 2023 Regular Meeting
- Ratify approval of payment of claims totaling \$102,772.68
- Acceptance of Cash Position Schedule
- Ratify approval of Biltrite Sign Service, Inc. proposal for sign repairs and replacements in the amount of \$10,892.58

The Board reviewed the Consent Agenda items. Following review, upon motion duly made by Director Caldwell, seconded by President Dillon and, upon vote, unanimously carried, the Board approved, ratified approval of and/or accepted the Consent Agenda items as presented.

PUBLIC COMMENT

Crystal Clark addressed the Board regarding a recent payment made to REI. Director Caldwell explained that the payment issued was related to the Ground Lease.

FINANCIAL MATTERS

FIRST READING:

2024 Draft Budgets from Beebe Draw Farms Metropolitan District Nos. 1 & 2; Public Hearing on the Proposed 2024 Authority Budget:

The Board acknowledged receipt of the 2024 draft budgets from Beebe Draw Farms Metropolitan District Nos. 1 & 2. Ms. Johnson opened the public hearing to consider the proposed 2024 Authority Budget and to discuss related issues.

It was noted that Notice stating that the Board would consider adoption of the 2024 budget and the date, time, and place of the public hearing was published pursuant to statute. No written objections were received prior to the public hearing.

Ms. Boroviak and Budget Committee members presented the proposed 2024 budget to the Board. Discussion ensued with questions from the public regarding the draft budget. Following public comment, the Board continued the public hearing to the November Board meeting.

SECOND READING: None.

EMERGENCY READING: None.

OPERATIONS AND MAINTENANCE

Pool Operations: Ms. Clark provided a summary to the Board regarding pool operations for 2023.

Report from WJE Regarding Sales and Info Center Pillar Repairs:

Director Caldwell summarized the report for the Board, noting that two sets of columns are rotted and require repair. Director Caldwell and Director Hethcock are soliciting proposals for this project.

FIRST READING: None.

SECOND READING: None.

EMERGENCY READING: None.

CAPITAL AMENITIES

Broadband Project: Mr. Farrell provided an update on grant applications to the Board, noting that the grant was not approved because the Federal Communications Commission and State of Colorado did not feel the community is unserved. Mr. Farrell is surveying the community on speed, which may aid in the application of further grants in the spring of 2024 by certifying the community is unserved based on the results.

FIRST READING: None.

SECOND READING: None.

EMERGENCY READING:

Proposal from Fossil Creek Builders to Construct the Path Project along Beebe Draw Farms Parkway: Director Caldwell presented the proposal to the Board and explained why it is being addressed under Emergency Reading. He reported the grant in which the Authority had previously applied for was denied by the Colorado Department of Transportation. The project was publicly bid twice, receiving two bids each time. Fossil Creek Builders was the lowest qualified bidder.

Following discussion, upon a motion duly made by President Dillon, seconded by Director Caldwell and, upon vote, with Directors Dillon and Caldwell voting yes and Directors Mead and Hethcock supporting, the Board approved the proposal from Fossil Creek Builders to construct the path project along Beebe Draw Farms Parkway and directed legal counsel to draft the construction contract.

INFRASTRUCTURE MATTERS

Filing No. 2: Director Hethcock provided an update for the Board, noting that Filing No. 2 has been submitted to Weld County staff for review.

FIRST READING:

Cost Verification Report No. 2 prepared by Schedio Group: Mr. Murray presented his report to the Board. President Dillon commented on her dissatisfaction with the current Wernsman contract and administration of the same.

SECOND READING:

Cost Verification Report No. 1 prepared by Schedio Group: Following review, upon a motion duly made by Director Hethcock, seconded by Director Mead and, upon vote, with Directors Hethcock and Mead voting yes and Directors Caldwell and Dillon not supporting, the Board accepted the Cost Verification Report No. 1 prepared by Schedio Group.

EMERGENCY READING: None.

LEGAL MATTERS

FIRST READING: None.

SECOND READING: None.

EMERGENCY READING: None.


OTHER BUSINESS

None.

ADJOURNMENT

There being no further business to come before the Board at this time, upon a motion duly made by Director Caldwell, seconded by President Dillon and, upon vote, unanimously carried, the Board adjourned the meeting at 8:29 p.m.

Respectfully submitted,

By  **william caldwell**
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Secretary for the Meeting

Certificate Of Completion

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Client Number: A176953	
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Signer Events

william caldwell
 bcaldwell.beebedraw@gmail.com
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Signature

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Hannah Pogue hpogue@isp-law.com Legal Assistant Icenogle Seaver Pogue, P.C. Security Level: Email, Account Authentication (None)	COPIED	Sent: 11/15/2023 10:15:58 AM Viewed: 11/15/2023 10:19:21 AM
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Notary Events	Signature	Timestamp
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Completed	Security Checked	11/19/2023 9:03:05 PM

Payment Events	Status	Timestamps
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