

**MINUTES OF A REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF THE  
BEEBE DRAW FARMS AUTHORITY  
HELD  
MAY 11, 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, the 11<sup>th</sup> day of May 2022, at 6:00 P.M. This meeting was held via Microsoft TEAMS and at the Pelican Lake Ranch Community Info and Sales Center, 16502 Beebe Draw Farms Parkway, Platteville, CO 80641. The meeting was open to the public.

ATTENDANCE

**Directors In Attendance Were:**

Paul “Joe” Knopinski  
Christine Hethcock  
William Caldwell (Alternate)  
Eric Wernsman

The Directors in attendance confirmed their qualifications to serve.

**Also In Attendance Were:**

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

Mike Welch, Tina Wernsman, Crystal Clark, Ed & Mary Jo Farrell, Kent & Brenda Lewis, Melanie Briggs, Kambria TeWinkle, Sharon Dillon, Carol Satersmoen, John & Kim Coleman, Kelly Trujillo, Teresa Hagan, Kevin Bixler, Sally Webb, Kelly Deitman, Amber Hatfield, Jodi Raymond, Jonie Nordhausen, Seth Nordhausen, Cindy Billinger, Gerry Tschirpke, Val & Carl Gehm, Patty Caldwell, Linda Cox, Glen Opfer, Ken Rose, Cindy Key, Jeanette Rummel and Sharon Dillon; other members of the public

ADMINISTRATIVE  
MATTERS

**Disclosures of Potential Conflicts of Interest:** The Board discussed the requirements pursuant to the Colorado Revised Statutes to disclose any potential conflicts of interest or potential breaches of fiduciary duty to the Board and to the Secretary of State.

Ms. Johnson noted that a quorum was present and requested members of the Board disclose any potential conflicts of interest with regard to any matters scheduled for discussion at this meeting and incorporated for the record those applicable disclosures made by the Board members prior to this meeting in accordance with the statute. It was noted that Directors Wernsman, Hethcock, and Knopinski’s Disclosure Statements have been filed.

**Agenda, Confirmation of Notice Posting:** Ms. Johnson distributed for the

Board's review and approval a proposed agenda for the Authority's regular meeting.

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

**Status of May Elections for Beebe Draw Farms Metropolitan District No. 1("BBDRSWMD1") and No. 2("BBDRAWMD2"):** Ms. Johnson provided the election results presented to her by the DEO prior to the meeting related to the election in BBDRAWMD1. She reported that the Canvass Board will meet on May 12<sup>th</sup> at 9:00 a.m. to certify the election results. The newly elected Board members will need to take their Oaths of Office, and the DEO will file with the Court and Division of Local Government within 30 days of the election date. She suggested that BBDRAWMD1 and BBDRAWMD2 hold a meeting in June to appoint new representatives to the Authority Board.

Director Hethcock thanked Directors Welch and Sundeen for their service on the Boards and the service to the community. Residents in attendance showed their gratitude as well.

Given the unofficial outcome of the BBDFMD1 election, Mike Welch was no longer qualified to serve on the Beebe Draw Farms Authority Board. Director Bill Caldwell volunteered to serve as an alternate for this meeting in accordance with the Establishment Agreement.

**Discussion on structure of Authority and relation to BBDRAWMD1 and BBDRAWMD2:** Director Hethcock summarized the role of the Districts in the early phases of the development process, and how and why the Authority was established. She also summarized the responsibilities of the District representatives on the Authority Board.

Director Hethcock then summarized the collection of property taxes and how they are utilized in the Districts' and Authority's respective budgets.

Attorney Pogue offered additional information regarding the obligation to repay any new debt for homeowners in Filing 2.

**FIRST READING:**

- 1. Review updated Employee Handbook:** The Board reviewed the Employee Handbook and asked Ms. Johnson to provide the red-lined version prior to the next meeting.

**SECOND READING:**

1. None.

**EMERGENCY READING:** None.

**CONSENT AGENDA**

The Board considered the following items and actions:

- Minutes of the March 14, 2022 Regular and March 9, 2022 Special Meeting.
- Ratify payment of claims through the period ending March 31, 2022 as totaling \$65,605.18
- Acceptance of Cash Position for period ending April 30, 2022
- Ratify Engagement of Coan, Payton & Payne, LLC for Legal Services
- Ratify approval of service agreement with CEM Sales & Service Inc for pool maintenance services
- Ratify purchase and monthly fees related to Starlink Internet Service at the Maintenance Facility.

Following discussion, upon motion duly made by President Knopinski, seconded by Director Wernsman and, upon vote, unanimously carried, the Board approved and/or ratified approval of the Consent Agenda with the deletion of the ratification of engagement of Coan, Payton & Payne, LLC and minor revisions to the March 9, 2022 Special Meeting Minutes.

**Public Comment:**

Director Caldwell inquired about the street light outages and how to report them. Ms. Johnson commented that the residents can contact Xcel Energy with the pole number and report the outage and/or they can email her and provide pole number, and she will notify Xcel Energy.

Ms. Brenda Lewis inquired about the mailbox issue, and if there are enough mailboxes for all the residents in Filing 1. Director Hethcock confirmed there are a sufficient number of mailboxes to serve Filing 1.

Mr. Kent Lewis inquired about the status of the Maintenance Facility lead position. He also commended Mary Jo Farrell on repairing the flag at the Sales and Info Center. He asked about the video security policy and commented that it was recently violated, and what action has been taken.

**FINANCIAL MATTERS**

**FIRST READING:**

1. **Discuss Proposal from Association Reserves to Prepare a Reserve Analysis:** Ms. Johnson presented and reviewed the proposal from

Association Reserves with the Board.

**SECOND READING:**

1. **Consider approval of 2022 Amenity Fee Resolution:** The Board reviewed and discussed the proposed fees. They discussed revisions to the fishing license fees to amend the fee to \$15 per family for Authority users. Following discussion, upon a motion duly made by Director Wernsman, seconded by Director Caldwell and, upon vote, unanimously carried, with Directors Wernsman and Caldwell voting yes and President Knopinski and Director Hethcock supporting, the Board approved the 2022 Amenity Fee Resolution as amended.

**EMERGENCY READING:** None.

**OPERATIONS AND  
MAINTENANCE**

**Discuss 2022 Pool staff and services:** Ms. Johnson reported that Crystal Clark has accepted the offer of the Pool Manager position for 2022. Ms. Clark provided an update on the pool maintenance services from earlier in the day. She then provided an update on the status of pool assistant staffing to date. She asked the Board to consider purchasing new umbrellas for the season and gave an estimate of seven (7) umbrellas at a total commercial grade cost of \$3,600.

Following discussion, upon a motion duly made by Director Wernsman, seconded by Director Caldwell and, upon vote, unanimously carried, with Director Hethcock and President Knopinski supporting, the Board approved the purchase of seven umbrellas for the season at a not to exceed amount of \$3,600.

**Discuss Facility and Maintenance staffing:** Ms. Johnson reported that Director Wernsman and she have conducted interview for the Facilities and Maintenance Lead position and an offer will be made this week.

**Discuss need for updates to insurance property schedule:** Ms. Johnson notified the Board that during the review of the property schedule related to the recent damage at the gatehouse, it was determined that the values for the amenities are low. She will work with Director Hethcock to address the values. In addition, she has asked the Authority's insurance provider to schedule an audit of the amenities to assist in valuing the replacement costs.

**Review and consider approval of Property Owner's Association summer events schedule related to Authority amenities usage:** Ms. Clark presented the POA's request to utilize amenities for upcoming POA functions.

Upon a motion duly made by Director Caldwell, seconded by Director Wernsman and, upon vote, unanimously carried, with Director Hethcock and President Knopinski supporting, the Board approved the Property Owner's Association summer events schedule related to Authority amenities usage.

**Repairs to Gate House and walking bridge at Lake Christina:** Director Caldwell will solicit proposals from structural engineers to inspect the Gate House and determine a cost to repair. Ms. Johnson has opened an insurance claim.

Director Hethcock reported that the bridge at Lake Christina was damaged, and she is trying to determine who the responsible party is. The cost for repairs has not been provided to date.

**Proposal to install speed tables:** Director Wernsman presented the proposal to install speed tables on the Beebe Draw Farms Parkway. Director Caldwell will research other options for price comparisons.

**FIRST READING:**

1. **Discuss request from Property Owner's Association to share the cost of purchasing a roadside radar machine for an amount not to exceed \$3,500:** President Knopinski had several questions about the monitoring of the radar plus other concerns. Sharon Dillon noted that residents pay additional fees to the Weld County Sheriff's Office for law enforcement, and she feels that the Sheriff's Office should be monitoring and providing support for this radar. Tina Wernsman reported that the equipment they researched has video monitoring capabilities that can be used to inform residents of their speed. Mary Jo Farrell asked if this type of equipment can be rented for a period of time to determine if it is effective. The POA will conduct additional research and bring the information to the Board at a future meeting.
2. **Discuss proposal related to swimming pool resurfacing:** Director Wernsman presented a proposal to the Board and indicated the intention was merely to provide information for budgeting in 2023.

**SECOND READING:**

1. **Discuss information received from Mr. Farrell related to fiber optics/internet service from Telos Online:** Mr. Farrell introduced representatives from Telos Online. The Telos Online representatives presented the information that was included in the Board packet to the Board including the installation cost and monthly fees. They will work to schedule a meeting with POA and residents to explain the services they offer and determine if there is enough interest to move forward with their services.

**EMERGENCY READING:** None.

AMENITIES

1. None.

**SECOND READING:**

1. **Updates of research regarding the installation of a trail along Beebe Draw Farms Parkway:** Director Caldwell stated he has met with four contractors on site to solicit proposals, has received one proposal so far, and is awaiting the other three. He noted he has also met with engineering firms to solicit proposals for those services. He will be working with Director Wernsman to review proposals and will bring forward the information to the Board at a future meeting.

**EMERGENCY READING:** None.

INFRASTRUCTURE  
MATTERS

**Filing No. 2:** None.

**FIRST READING:**

1. **Review proposals for engineering services (publication occurred on 4/27/22):** Ms. Johnson reported that the publication for engineering services deadline to submit was 5-11-22 by 5:00 p.m. She stated that one proposal was received by the deadline. The Board noted they will consider the engagement at their July Board meeting.

**SECOND READING:** None.

**EMERGENCY READING:**

1. **Discuss and consider approval of the purchase of 30 shares of C-BT water in the amount of \$61,000 per share:** Director Hethcock presented the offer that was presented to her to purchase 30 shares of C-BT water at \$61,000 per share. Several questions from the residents in attendance were raised.

Following discussion, upon a motion duly made by Director Hethcock, seconded by President Knopinski and, upon vote, unanimously carried, with Directors Wernsman and Caldwell supporting, the Board approved the purchase of 30 shares of C-BT water in the amount of \$61,000 per share.

LEGAL MATTERS

**Consider approval of Improvement Acquisition, Advance, and Reimbursement Agreement with REI, LLC:** Attorney Pogue presented the agreement to the Board. Residents posed questions about the information presented. Following review and discussion, the Board determined to consider approval of the agreement under 2<sup>nd</sup> Reading at their July Board meeting.

**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 Wernsman, seconded by Director Caldwell, the Board adjourned the meeting at 9:59 p.m.

Respectfully submitted,

By  \_\_\_\_\_  
Secretary for the Meeting