

**MINUTES OF A SPECIAL MEETING OF
THE BOARD OF DIRECTORS OF THE
BEEBE DRAW FARMS AUTHORITY
HELD
July 14, 2021**

A special meeting of the Board of Directors (referred to hereafter as the “Board”) of the Beebe Draw Farms Authority (referred to hereafter as the “Authority”) was convened on Wednesday, the 14th day of July, 2021, at 6:00 P.M. Due to the threat to health and safety caused by COVID-19, the meeting was held via Microsoft TEAMS Meeting. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Paul “Joe” Knopinski
Christine Hethcock
Josh Freeman
Eric Wernsman

The Directors in attendance confirmed their qualifications to serve.

Also In Attendance Were:

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

Tina Wernsman, Cindy Key, Nathan & Crystal Clark, John and Kim Coleman;
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 Freeman, Wernsman, Hethcock and Knopinski’s Disclosure Statements have been filed.

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

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

Acknowledge Appointment of one Board member from Beebe Draw Farms Metropolitan District No. 1 and one Board member from Beebe Draw Farms Metropolitan District No. 2 to serve on the Authority Board: The Board acknowledged the appointment of Michael Welch from Beebe Draw Farms MD No. 1 and Paul Joseph (“Joe”) Knopinski from Beebe Draw Farms MD No. 2 to serve two-year terms on the Authority Board.

Consider appointment of officers: Upon a motion duly made by Director Hethcock, seconded by Director Wernsman and, upon vote, unanimously carried, the Board determined the same slate of officers for the current Directors and new Director, Mike Welch to serve as Treasurer.

FIRST READING:

- 1. Consider sending Board member(s) to the 2021 SDA Conference in Keystone for hybrid classes (virtual or in person option) on September 14-16, 2021:** The Board considered the request from District No. 1 to send two Board members to the conference and District No. 2 to send one Board member to the conference. The Board will take action on the requests at their meeting in August.

SECOND READING: None.

EMERGENCY READING: None.

CONSENT AGENDA

The Board considered the following actions:

- Approve Minutes of the May 12, 2021 Special Meeting.
- Ratify approval of the payment of claims through the period ending June 30, 2021 as follows:

Total Claims: \$38,536.58

Following discussion, upon motion duly made by Director Wernsman, seconded by Director Hethcock and, upon vote, unanimously carried, the Board approved and/or ratified approval of the Consent Agenda as amended.

Public Comment: Ms. Coleman asked about the status of the drainage issue on their property. Mr. Pogue responded that the status is the same as it was in October 2020. He summarized the update and action taken at the October meeting. Mr. & Mrs. Coleman reported that they agree to move forward with the plan of resolution. They will let their attorney know that they agree with the

plan of resolution.

Ms. Wernsman asked what the Authority has spent on this drainage issue. Mr. Pogue will research the amount and report back at a future meeting.

FINANCIAL
MATTERS

Consider approval of the Unaudited Financial Statements for the period ending March 31, 2021.

Ms. Wheeler presented the revised March 31, 2021 Financial Statements. She reported that the original financial statements provided to the Board were incorrect in the Amenities and Infrastructure Funds. Those were corrected and emailed to the Board prior to the meeting. Upon a motion duly made by President Knopinski, seconded by Director Wernsman and, upon vote, unanimously carried, the Board accepted the revised Financial Statements.

Ms. Wheeler suggested the Authority open a separate bank account for the segregation of the Amenities and Infrastructure Funds. Checks will be written from the checking account so Director Hethcock did not feel that there was a benefit to open a separate account as suggested. The Board concurred.

Simmons & Wheeler, P.C. will begin preparing monthly financial statements for a flat fee of \$300 per month.

Review and Consider acceptance of the 2020 Audited Financial Statements and authorized execution of the representation letter: Ms. Wheeler presented the 2020 Audited Financial Statements. Upon a motion duly made by President Knopinski, seconded by Director Wernsman and, upon vote, unanimously carried, the Board accepted the 2020 Audited Financial Statements, subject to receipt of a clean opinion from the auditor and incorporation of the revisions provided by Director Hethcock and legal counsel review.

FIRST READING:

1. **Discuss an increase to the water tap fee as follows and set date for special meeting to adopt fee increase:**
½ water tap (Budget) fee to \$27,000
Full water tap fee to \$57,000

Director Hethcock presented this information. The Board determined to schedule a special meeting for August 18, 2021 at 6:00 p.m. to consider approval of the fee increase.

SECOND READING: None.

EMERGENCY READING: None.

OPERATIONS AND MAINTENANCE

Pool Manager Report: Ms. Clark presented her report to the Board. She focused on the repairs to the gate locking system and has estimated the fee for repairing the gate locking system between \$500 and \$2,600. Upon a motion duly made by Director Wernsman, seconded by Director Welch and, upon vote, unanimously carried, the Board authorized a not to exceed amount (NTE) of \$3,000 for the repairs of the gate locking system. Directors Knopinski and Hethcock supported the action.

Ms. Clark then discussed the replacement of umbrellas. She stated that the cost estimates to replace each is at \$150 per umbrella, and she recommend 2-3 replacements of the umbrellas per year. President Knopinski suggested the Authority purchase 10 this year and then budget for 2-3 replacements each year thereafter. Director Wernsman suggested replacing four umbrellas based on the number of tables at the pool, and then a program to replace 2-3 each year. The Board directed Ms. Clark to purchase four umbrellas.

Ms. Clark will provide costs for replacing furniture and resurfacing of the pool in advance of the budget process.

Status of Fishing Committee Activities: Director Hethcock reported that the committee has not yet met at this time.

FIRST READING: None.

SECOND READING: None.

EMERGENCY READING: None.

CAPITAL AMENITIES

FIRST READING:

1. **Discuss construction of walking path along Beebe Draw Parkway:**
The Board reviewed the request. Director Hethcock commented that as part of Phase 2, the Parkway would be widened by 3 feet, and perhaps at that time, solicit a proposal to install the same widening along the existing parkway. A proposal could include two alternates, one to pave a 3 ft. extension from the Sales and Info Center to the Maintenance Facility and an alternate proposal would pave the extension from the Gate House to the Maintenance Facility. Timing on construction will be roughly 1 – 1 ½ years. The 2021 Budget anticipated spending \$50,000 on some type of gravel trail along the pathway. Director Wernsman is supportive of waiting and installing an asphalt widening along the parkway as described above. Ms. Clark volunteered to obtain a quote for rubber resurfacing as an option. The Board will discuss this further at a future meeting.

SECOND READING: None.

EMERGENCY READING: None.

**INFRASTRUCTURE
MATTERS**

Filing No. 1: None.

FIRST READING:

1. **Discuss Rezoning of Undeveloped Land to Estate Zone:** Director Hethcock presented an update on the rezoning process through Weld County. No action was needed at this time.

SECOND READING: None.

EMERGENCY READING: None.

LEGAL MATTERS

FIRST READING: None.

SECOND READING: None.

EMERGENCY READING: None.

OTHER BUSINESS

There was no other business discussed.

ADJOURNMENT

There being no further business to come before the Board at this time, upon a motion duly made by Director Wernsman, seconded by President Knopinski and, upon vote, unanimously carried, the meeting was adjourned at 8:03 p.m.

Respectfully submitted,

By
DocuSigned by:
Lisa Johnson
810F8170E93A46A...

 Secretary for the Meeting