

**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.

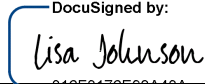
OTHER BUSINESS

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  810F8176E99A48A...
Secretary for the Meeting

Certificate Of Completion

Envelope Id: D028F508A75842CB97BFC95D2DA37815	Status: Completed
Subject: Complete with DocuSign: BBDFa - 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
	IP Address: 73.153.120.72

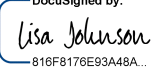
Record Tracking

Status: Original	Holder: Natalie Herschberg	Location: DocuSign
3/10/2023 10:02:54 AM	Natalie.Herschberg@claconnect.com	

Signer Events

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

Signature

DocuSigned by:

 816F8176E93A48A...
 Signature Adoption: Pre-selected Style
 Using IP Address: 165.225.10.148

Timestamp

Sent: 3/10/2023 10:05:29 AM
 Viewed: 3/10/2023 10:32:38 AM
 Signed: 3/10/2023 10:32:46 AM

Electronic Record and Signature Disclosure:
 Accepted: 3/10/2023 10:32:38 AM
 ID: a60e4d3d-b32c-4f23-a170-9a49771ea9bc

In Person Signer Events

Signature

Timestamp

Editor Delivery Events

Status

Timestamp

Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events

Status

Timestamp

Certified Delivery Events

Status

Timestamp

Carbon Copy Events

Status

Timestamp

Records Team
 sdrecordsretention@claconnect.com
 Security Level: Email, Account Authentication (None)

COPIED

Sent: 3/10/2023 10:05:29 AM
 Viewed: 3/10/2023 1:26:17 PM

Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

Witness Events

Signature

Timestamp

Notary Events

Signature

Timestamp

Envelope Summary Events

Status

Timestamps

Envelope Sent	Hashed/Encrypted	3/10/2023 10:05:29 AM
Certified Delivered	Security Checked	3/10/2023 10:32:38 AM
Signing Complete	Security Checked	3/10/2023 10:32:46 AM
Completed	Security Checked	3/10/2023 10:32:46 AM

Payment Events

Status

Timestamps

Electronic Record and Signature Disclosure

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, CliftonLarsonAllen LLP (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

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

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.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from CliftonLarsonAllen LLP

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.

To withdraw your consent with CliftonLarsonAllen LLP

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

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..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

Acknowledging your access and consent to receive and sign documents electronically

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.

By selecting the check-box next to ‘I agree to use electronic records and signatures’, you confirm that:

- 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.