

**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  7984B344D8C244F...
Secretary for the Meeting

Certificate Of Completion

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Subject: Complete with DocuSign: BBDF A - Minutes 10-11-2023.pdf	
Client Name: BBDF A	
Client Number: A176953	
Source Envelope:	
Document Pages: 5	Signatures: 1
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AutoNav: Enabled	Envelope Originator:
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william caldwell
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 Security Level: Email, Account Authentication (None)

Signature

DocuSigned by:
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Signature Adoption: Pre-selected Style
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Sent: 11/15/2023 10:15:58 AM
 Viewed: 11/19/2023 7:02:06 PM
 Signed: 11/19/2023 9:03:05 PM

Electronic Record and Signature Disclosure:
 Accepted: 7/22/2022 9:47:05 PM
 ID: 62fc014d-173a-41eb-be2c-8dcdbd7dcdcb7

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
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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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Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Envelope Sent	Hashed/Encrypted	11/15/2023 10:15:59 AM
Certified Delivered	Security Checked	11/19/2023 7:02:06 PM
Signing Complete	Security Checked	11/19/2023 9:03:05 PM
Completed	Security Checked	11/19/2023 9:03:05 PM

Payment Events	Status	Timestamps
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