

BEEBE DRAW FARMS METROPOLITAN DISTRICT NO. 1
8390 E. Crescent Pkwy., Suite 300
Greenwood Village, CO 80111
Tel: 303-779-5710 Fax: 303-779-0348

A copy of the agenda/meeting packet is available at the Beebe Draw Farms website at beebedrawfarmsauthority.colorado.gov

NOTICE OF SPECIAL MEETING AND AGENDA

DATE: January 29, 2024

TIME: 5:00 p.m.

LOCATION: Hybrid Meeting:
16494 Beebe Draw Farms Parkway
Platteville, CO 80651
And via Microsoft Teams

You can attend the meetings in any of the following ways:

- ACCESS:**
1. To attend via Microsoft Teams Videoconference use the below link:
https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZGYxYmJhYWQtZjE0Yi00NjdiLWI2ZDYtODc3MzZmMzEzNzMw%40thread.v2/0?context=%7b%22Tid%22%3a%224aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22Oid%22%3a%225b9f6fa2-e9dd-42cc-bfd8-f7dd2ed196a6%22%7d
 2. To attend via telephone, dial 720-547-5281 and enter the following Conference ID: 853 905 109#

<u>Board of Directors</u>	<u>Office</u>	<u>Term Expires</u>
William Caldwell	President	May 2027
Brenda Lewis	Vice President	May 2025
Catrena Rosentreader	Secretary	May 2025
Cindy Billinger	Treasurer	May 2027
Sharon Dillon	Assistant Secretary/Treasurer	May 2025

I. ADMINISTRATIVE MATTERS

- A. Present disclosures of potential conflicts of interest.
- B. Call to order, approval of agenda.
- C. Confirm quorum, location of meeting and posting of meeting notices.

II. PUBLIC COMMENT

Members of the public may express their views to the Board on matters that affect the District that are otherwise not on the agenda. Comments will be limited to three (3) minutes per person.

III. CONSENT AGENDA

These items are considered to be routine and will be approved and/or ratified by one motion. There will be no separate discussion of these items unless a Board member requests; in which event, the item will be removed from the Consent Agenda and considered in the Regular Agenda.

- A. Consider approval of November 8, 2023 Regular Meeting Minutes and November 8, 2023 Annual Meeting Minutes (enclosure).
- B. Ratify approval of payment of claims through the period ending January 22, 2024 totaling \$23,335.72 (enclosure).
- C. Consider acceptance of Schedule of Cash Position (to be distributed under separate cover).

IV. FINANCIAL MATTERS**V. LEGAL MATTERS**

- A. Discuss land conveyance to REI concern (adjourn to Executive Session pursuant to C.R.S. 24-6-402(4)(b) to receive legal advice regarding same).

VI. MANAGER MATTERS**VII. OTHER MATTERS****VIII. ADJOURNMENT**

The next regular Board meeting is scheduled for June 12, 2024 at 6:00 p.m.

RECORD OF PROCEEDINGS

MINUTES OF AN ANNUAL MEETING OF THE BEEBE DRAW FARMS AUTHORITY AND BEEBE DRAW FARMS METROPOLITAN DISTRICT NOS. 1 AND 2 (THE “DISTRICT”) HELD NOVEMBER 8, 2023

An annual meeting pursuant to C.R.S. § 32-1-903(6)(a) of the Boards of Directors of the Beebe Draw Farms Authority and Beebe Draw Farms Metropolitan District Nos. 1 and 2 (referred to hereafter as the “Board”) was convened on Wednesday, November 8, 2023, at 5:30 p.m. This meeting was a hybrid meeting held at the Pelican Lake Ranch Community Info & Sales Center, 16502 Beebe Draw Farms Pkwy. Platteville, CO and via Microsoft Teams. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Beebe Draw Farms Authority:

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

Beebe Draw Farms Metropolitan District No. 1:

William Caldwell, Secretary
Brenda Lewis, Vice President
Cindy Lynn Billinger, Treasurer
Sharon Dillon, Assistant Secretary

Beebe Draw Farms Metropolitan District No. 2:

Christine Hethcock, President
Diane Mead, Vice President
Scott Edgar, Secretary
Paul Joseph Knopinski, Treasurer

Also In Attendance Were:

Lisa Johnson, Terri Boroviak and Shauna D’Amato; CliftonLarsonAllen LLP
Alan Pogue, Esq.; Icenogle Seaver Pogue, P.C.
MaryAnne McGeady Esq. and Suzanne Meintzer Esq.; McGeady Becher P.C
Carol Satersmoen, Crystal Clark, Jason and Deb Rua, Melanie Briggs, Tina Wernsman, Wendy Williams, John and Kim Coleman, Mary Jo Farrell; members of the public.

RECORD OF PROCEEDINGS

CALL TO ORDER

The meeting was called to order at 5:30 p.m.

DIRECTOR
MATTERS/
DISCLOSURE
MATTERS

It was noted for the record that notice of the time, date and location of the annual meeting was duly posted on the Districts' website and that no objections to the means of hosting the meeting by taxpaying electors within the Districts' boundaries have been received. Ms. Johnson advised the Board that pursuant to Colorado law, certain disclosures may be required prior to taking official action at the meeting. The Boards reviewed the agenda for the meeting, following which each director confirmed the contents of written disclosures previously made and filed with the Secretary of State prior to the meeting, stating the fact and summary nature of any matters, as required by Colorado law, to permit official action to be taken at the meeting.

ANNUAL MEETING
MATTERS
PERSUANT TO
SECTION 32-1-
903(6)(a), C.R.S.

Presentation Regarding the Status of the Public Infrastructure Projects Within the Districts: Director Hethcock provided an update on the status of the public infrastructure project in Filing 2.

Presentation Regarding Outstanding Bonds: It was noted that the entities do not have any outstanding bonds or debt.

Unaudited Financial Statements for the Current Calendar Year: Ms. Boroviak provided a presentation of the highlights of the current financial status of the entities. Attorney Meitzner provided a presentation on the structure of the Authority and the Districts and their relationships to one another.

Public Questions About the District: Ms. Clark inquired about the waterfall of funds and noted interest in the process.

ADJOURNMENT

There being no further business to address at this time, the annual meeting was adjourned at 6:00 p.m.

Respectfully submitted,

By _____
Secretary for the Annual Meeting

**MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
BEEBE DRAW FARMS METROPOLITAN DISTRICT NO. 1
HELD
NOVEMBER 8, 2023**

A regular meeting of the Board of Directors (referred to hereafter as the “Board”) of the Beebe Draw Farms Metropolitan District No. 1 (referred to hereafter as the “District”) was convened on Wednesday, the 8th day of November 2023, at 6:00 P.M. This meeting was held at the Pelican Lake Ranch Community Information & Sales Center, 16502 Beebe Draw Farms Pkwy. Platteville, CO 80651 and via Microsoft Teams. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

William Caldwell, President
Brenda Lewis, Vice President
Catrena Rosentreader, Secretary
Cindy Billinger, Treasurer
Sharon Dillon, Assistant Secretary

The Directors in attendance confirmed their qualifications to serve.

Also In Attendance Were:

Lisa Johnson, Shauna D’Amato and Terri Boroviak; CliftonLarsonAllen, LLP (“CLA”)
Christine Hethcock, Joe Knopinski, Diane Mead and Scott Edgar; Beebe Draw Farms Metropolitan District No. 2 Directors
MaryAnn McGeady, Esq. and Suzanne Meintzer, Esq.; McGeady Becher, P.C.
Alan Pogue, Esq.; Icenogle Seaver Pogue, P.C.
Carol Satersmoen, Crystal Clark, Jason and Deb Rua, Melanie Briggs, Tina Wernsman, Wendy Williams, John and Kim Coleman and Mary Jo Farrell;
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. The Board 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. Director Caldwell disclosed that he is currently serving on the Property Owner’s Association.

Call to Order and Agenda: The meeting was called to order. Following review of the agenda, upon motion duly made by Director Caldwell, seconded by Director Lewis and, upon vote, unanimously carried, the Board approved the

agenda, as presented.

Quorum, Location of Meeting and Posting of Meeting Notices: The Board confirmed a quorum, adequate location of the meeting and noted meeting notices were posted as required.

Resolution No. 2023-11-01 Regarding 2024 Annual Administrative Matters: Following discussion, upon a motion duly made by Director Dillon, seconded by Director Caldwell and, upon vote, unanimously carried, the Board adopted Resolution No. 2023-11-01 Regarding 2024 Annual Administrative Matters, and determined to hold regular meetings on June 19, 2024 and November 13, 2024.

PUBLIC COMMENT

None.

CONSENT AGENDA

The Board considered the following items under the Consent Agenda:

- Approve Minutes from November 9, 2022 Special Board Meeting, February 8, 2023 Special Board Meeting, June 14, 2023 Regular Board Meeting, and November 2, 2023 Special Board Meeting
- Ratify Approval of Payment of Claims Through the Period Ending November 2, 2023 Totaling \$36,381.37

Upon a motion duly made by Director Dillon, seconded by Director Lewis and, upon vote, unanimously carried, the Board approved and ratified approval for items under the Consent Agenda.

FINANCIAL MATTERS

September 30, 2023 Unaudited Financial Statements: Ms. Boroviak presented the financial statements to the Board. Following review, upon a motion duly made by Director Dillon, seconded by Director Caldwell and, upon vote, unanimously carried, the Board accepted the September 30, 2023 Unaudited Financial Statements, as presented.

Public Hearing to Consider Amendment of 2023 Budget and, if necessary, Resolution to Amend the 2023 Budget: Ms. Johnson opened the public hearing to consider amendment of the 2023 Budget at 6:17 p.m.

It was noted that publication of Notice stating that the Board would consider amendment 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.

No public comments were received, and the public hearing was closed at 6:19 p.m.

The Board determined to take no action at this time and will consider an amendment to the 2023 Budget once a need for one is identified.

Public Hearing on Proposed 2024 Budget and Resolution No. 2023-11-02 to Adopt 2024 Budget, Appropriate Sums of Money and Set Mill Levies: Ms. Johnson opened the public hearing at 6:19 p.m.

It was noted that publication of Notice stating that the Board would consider the proposed 2024 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.

Ms. Boroviak presented the 2024 Budget to the Board. No public comments were received, and the public hearing was closed at 6:24 p.m.

Following discussion, upon a motion duly made by Director Dillon, seconded by Director Caldwell and, upon vote, unanimously carried, the Board adopted Resolution No. 2023-11-02 to Adopt 2024 Budget, Appropriate Sums of Money and Set Mill Levies, as discussed and subject to receipt of final assessed valuation from the County.

District Accountant to Prepare and Sign the DLG-70 Certification of Tax Levies Form for Certification to the Board of County Commissioners and other interested parties: Following discussion, upon a motion duly made by Director Lewis, seconded by Director Billinger and, upon vote, unanimously carried, the Board appointed the District accountant to prepare and sign the DLG-70 Certification of Tax Levies form for certification to the Board of County Commissioners and other interested parties.

Statutory Requirements for an Audit and District Accountant to Prepare Application for Exemption from Audit for 2023: Following review, upon a motion duly made by Director Dillon, seconded by Director Caldwell and, upon vote, unanimously carried, the Board appointed the District accountant to prepare the Application for Exemption from Audit for 2023.

LEGAL MATTERS

None.

**MANAGER
MATTERS**

CliftonLarsonAllen LLP Master Services Agreement and Statement(s) of Work for 2024: Ms. Johnson presented the Agreement and statements of work with the Board. Following review, upon a motion duly made by Director Dillon, seconded by Director Billinger and, upon vote, unanimously carried, the Board approved the CLA Master Services Agreement and statements of work for 2024.

2024 Insurance Renewal: Following review and discussion, upon a motion duly made by Director Caldwell, seconded by Director Billinger and, upon vote, unanimously carried, the Board approved the 2024 insurance renewal.

Worker’s Compensation Insurance for 2024: Following review and discussion, upon a motion duly made by Director Dillon, seconded by Director Lewis and, upon vote, unanimously carried, the Board approved worker’s compensation insurance for 2024.

Renewing Membership in the Special District Association for 2024: Upon a motion duly made by Director Dillon, seconded by Director Lewis and, upon vote, unanimously carried, the Board authorized the membership renewal in the Special District Association for 2024.

OTHER MATTERS

None.

ADJOURNMENT

There being no further business to come before the Board at this time, the Board adjourned the meeting at 9:15 p.m.

Respectfully submitted,

By _____
Secretary for the Meeting

Beebe Draw Farms Metro District No. 1
Claims Paid
11/2/23 through 1/22/2024

Process Date	Vendor	Invoice Number	Payment Method	Amount
11/8/2023	CliftonLarsonAllen LLP	3910102	BILL EFT	\$ 306.60
11/8/2023	CliftonLarsonAllen LLP	3903923	BILL EFT	\$ 1,776.29
11/8/2023	Spencer Fane LLP	1223625	BILL Check	\$ 996.00
12/7/2023	CliftonLarsonAllen LLP	3956200	BILL EFT	\$ 1,171.80
12/7/2023	CliftonLarsonAllen LLP	3962615	BILL EFT	\$ 1,665.04
12/7/2023	Spencer Fane LLP	1230956	BILL Check	\$ 3,267.92
12/11/2023	Colorado Special Dist P&L	24WC-60915-0225	BILL Check	\$ 450.00
12/11/2023	Colorado Special Dist P&L	24PL-60915-1205	BILL Check	\$ 2,795.00
12/22/2023	CliftonLarsonAllen LLP	3984424	BILL EFT	\$ 1,408.05
12/22/2023	CliftonLarsonAllen LLP	3984425	BILL EFT	\$ 2,639.59
12/22/2023	CliftonLarsonAllen LLP	3964236	BILL EFT	\$ 2,935.43
12/22/2023	Spencer Fane LLP	1239774	BILL Check	\$ 3,329.00
12/22/2023	T. Charles Wilson Services	12706	BILL EFT	\$ 595.00
Grand Total				\$ 23,335.72