

**BEEBE DRAW FARMS METROPOLITAN DISTRICT NO. 2**  
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](http://beebedrawfarmsauthority.colorado.gov)

**NOTICE OF SPECIAL MEETING AND AGENDA**

**DATE:** February 13, 2024

**TIME:** 6:00 p.m.

**LOCATION:** 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\\_MjQ2ZDJjODMtMDFiNi00OWExLWI5NDctNjc3MjIxZDVjN2Ji%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](https://teams.microsoft.com/l/meetup-join/19%3ameeting_MjQ2ZDJjODMtMDFiNi00OWExLWI5NDctNjc3MjIxZDVjN2Ji%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: 377 013 850#

<u>Board of Directors</u>	<u>Office</u>	<u>Term Expires</u>
Christine Hethcock	President	May 2025
Diane Mead	Vice President	May 2027
Joe Knopinski	Treasurer	May 2027
Scott Edgar	Secretary	May 2025
Vacant		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 routine and will be approved and/or ratified by one motion. There will be no separate discussion of these items unless requested by a Board member; in which event, the item will be removed from the Consent Agenda and considered in the Regular Agenda.

- A. Review and consider approval of minutes from November 8, 2023 Regular Board Meeting (enclosure).
- B. Ratify approval of payment of claims totaling \$30,844.79 (enclosure).

**IV. FINANCIAL MATTERS**

- A. Conduct Public Hearing to consider amendment of the 2023 Budget. If necessary, consider adoption of Resolution to Amend the 2023 Budget (enclosure).

**V. LEGAL MATTERS**

- A. Adjourn in Executive Session pursuant to Sections 24-6-402(4)(a), (b) and (e) to receive legal advice related to correspondence received by the District from Beebe Draw Farms Metropolitan District No. 1 regarding the conveyance of real property from Beebe Draw Farms Authority to REI, LLC.

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

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

**MINUTES OF A REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF THE  
BEEBE DRAW FARMS METROPOLITAN DISTRICT NO. 2  
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. 2 (referred to hereafter as the “District”) was convened on Wednesday, the 8<sup>th</sup> day of November 2023, at 6:00 P.M. This District Board meeting was conducted via Microsoft Teams videoconference and teleconference, and at the Sales and Information Center, 16502 Beebe Draw Farms Pkwy., Platteville, CO 80651. The meeting was open to the public.

ATTENDANCE

**Directors In Attendance Were:**

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

**Also In Attendance Were:**

Lisa Johnson, Shauna D’Amato and Terri Boroviak; CliftonLarsonAllen, LLP (“CLA”)  
Bill Caldwell, Sharon Dillon, Catrena Rosentreader, Brenda Lewis and Cindy Billinger; Beebe Draw Farms Metropolitan District No. 1 Directors  
MaryAnn McGeady, Esq. and Suzanne Meintzer, Esq.; McGeady Becher, P.C.  
Alan Pogue, Esq.; Icenogle Seaver Pogue, P.C.

**Members of the Public:**

Carol Satersmoen, Crystal Clark, Jason and Deb Rua, Melanie Briggs, Tina Wernsman, Wendy Williams, John and Kim Coleman, Mary Jo Farrell, Patty Caldwell, and Jerry Tschirpke

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 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 as filed.

**Call to Order and Agenda:** The meeting was called to order. Following review, upon a motion duly made by Director Knopinski, seconded by Director Mead and, upon vote, unanimously carried, the Board approved the agenda, as presented.

**Quorum, Location of Meeting and Posting of Notices:** A quorum was confirmed.

The Board discussed the requirements of Section 32-1-903(1), C.R.S., concerning the location of the District's Board meeting. The Board determined to conduct the meeting at the above-stated date, time, and location. It was further noted that notice of the time, date, location and manner of meeting 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 were received.

Ms. Johnson advised that meeting notices were posted as required.

**Business to be Conducted in 2024 and Location of Meetings; Regular Meeting Dates and Resolution Establishing Regular Meeting Dates, Time and Location, and Designating Location for Posting of 24-Hour Notices:**

Upon a motion duly made by Director Knopinski, seconded by Director Mead and, upon vote, unanimously carried, the Board adopted Resolution No. 2023-11-01 Establishing Regular Meeting Dares, Time and Location, and Designating Location for Posting of 24-Hour Notices and determined to hold regular meetings on June 19, 2024 and November 13, 2024.

**Requirements of Section 32-1-809, C.R.S., and Compliance for 2023:** Upon a motion duly made by Director Knopinski, seconded by Director Mead and, upon vote, unanimously carried, the Board directed staff to file the District's Transparency Notice as required.

**Requirements of Section 32-1-306, C.R.S., and Compliance for 2023:** Upon a motion duly made by Director Knopinski, seconded by Director Mead and, upon vote, unanimously carried, the Board directed staff to file the District's Annual Map letter as required.

PUBLIC COMMENT

There were no public comments.

CONSENT AGENDA

The Board considered the following actions under the Consent Agenda:

- Approve the Minutes of the June 14, 2022 Regular Board Meeting.
- Ratify Approval of Payment of Claims totaling \$43,280.67.
- Accept September 30, 2023 Financial Statements and Cash Position Schedule.

Following review, upon motion duly made by Director Knopinski, seconded by Director Hethcock and, upon vote, the Board approved the Consent Agenda items, as presented.

FINANCIAL MATTERS

**Public Hearing to Consider Amendment of 2023 Budget and, if necessary, Resolution to Amend 2023 Budget:** Ms. Johnson opened the public hearing to consider amendment of the 2023 Budget at 6:46 p.m.

It was noted that Notice stating the Board would consider amendment of the 2023 Budget, and the date, time and place of the public hearing was published

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 6:47 p.m.

The Board determined to take no action at this time and will consider an amendment of the 2023 Budget if and when a need is identified.

**Public Hearing on the Proposed 2024 Budget and Resolution No. 2023-11-02 to Adopt 2024 Budget and Appropriate Sums of Money and Resolution No. 2023-11-03 to Set Mill Levies:** Ms. Johnson opened the public hearing at 6:47 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.

No public comments were received, and the public hearing was closed at 6:50 p.m.

Following discussion, upon a motion duly made by Director Knopinski, seconded by Director Mead, and upon vote, unanimously carried, the Board adopted Resolution No. 2023-11-02 to Adopt 2024 Budget and Appropriate Sums of Money and adopted Resolution No. 2023-11-03 to Set Mill Levies, as presented subject to receipt of final assessed valuation from the County.

**Resolution Authorizing Adjustment of the District Mill Levy in Accordance with the Service Plan:** Attorney Meintzer presented the Resolution to the Board. Following review, upon a motion duly made by Director Knopinski, seconded by Director Mead and, upon vote, unanimously carried, the Board adopted Resolution No. 2023-11-04 Authorizing Adjustment of the District Mill Levy in Accordance with the Service Plan.

**District Accountant to Prepare 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 Hethcock, seconded by Director Mead and, upon vote, unanimously carried, the Board authorized the District accountant to prepare the DLG-70 Certification of Tax Levies form for certification to the Board of County Commissioners and other interested parties.

**District Accountant to Prepare the 2025 Budget:** Following discussion, upon a motion duly made by Director Hethcock, seconded by Director Mead and, upon vote, unanimously carried, the Board appointed the District accountant to prepare the 2025 Budget.

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**District Accountant to Prepare and File 2023 Audit Exemption**

**Application:** Following discussion, upon a motion duly made by Director Hethcock, seconded by Director Mead and, upon vote, unanimously carried, the Board appointed the District accountant to prepare and file the 2023 audit exemption application.

**LEGAL MATTERS**

**Resolution Amending Policy on Colorado Open Records Act Requests:**

Attorney Meintzer presented the Resolution to the Board. Following review, upon a motion duly made by Director Knopinski, seconded by Director Mead and, upon vote, unanimously carried, the Board adopted the Resolution No 2023-11-05 Amending Policy on Colorado Open Records Act Requests.

**MANAGER  
MATTERS**

**CliftonLarsonAllen LLP Master Services Agreement and Statement(s) of**

**Work for 2024:** Attorney Meintzer and Attorney McGeady presented a summary of comments they provided to CLA regarding the MSA and SOWs. Director Knopinski stated he was not pleased that CLA documents are causing increased legal fees to the District.

Following discussion, upon a motion duly made by Director Hethcock, seconded by Director Mead and, upon vote, majority carried, the Board approved the CLA Master Services Agreement and statements of work for 2024, subject to final legal review and execution by the President. Director Knopinski opposed.

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

**Cyber Security and Increased Crime Coverage:** Following discussion, upon a motion duly made by Director Knopinski, seconded by Director Mead and, upon vote, unanimously carried, the Board approved increasing the District's crime coverage to \$100,000.00.

**Insurance Committee to Make Final Determinations Regarding Insurance, if necessary:** The Board determined an insurance committee was not needed.

**Worker's Compensation Insurance for 2024:** Following discussion, upon a motion duly made by Director Knopinski, seconded by Director Mead and, upon vote, unanimously carried, the Board approved worker's compensation insurance for 2024.

**Renewing Membership in the Special District Association for 2024:**

Following discussion, upon a motion duly made by Director Knopinski, seconded by Director Mead and, upon vote, unanimously carried, the Board authorized renewing the District's membership in the Special District Association for 2024.

**OTHER MATTERS**

There were no other matters to discuss.

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. 2**  
**Claims Paid**  
**11/2/23 through 2/8/24**

<b>Process Date</b>	<b>Vendor</b>	<b>Invoice Number</b>	<b>Payment Method</b>	<b>Amount</b>
11/28/2023	CliftonLarsonAllen LLP	3910103	BILL EFT	\$ 310.28
11/28/2023	CliftonLarsonAllen LLP	3903927	BILL EFT	\$ 2,267.11
11/28/2023	McGeady Becher P.C.	1012C SEP23	BILL EFT	\$ 1,816.34
12/7/2023	CliftonLarsonAllen LLP	3956191	BILL EFT	\$ 731.85
12/7/2023	CliftonLarsonAllen LLP	3962619	BILL EFT	\$ 1,960.61
12/7/2023	Colorado Special Dist P&L	24WC-60805-0201	BILL Check	\$ 450.00
12/7/2023	Colorado Special Dist P&L	24PL-60805-0925	BILL Check	\$ 2,225.00
12/7/2023	McGeady Becher P.C.	1012C OCT23	BILL EFT	\$ 2,511.50
1/25/2024	CliftonLarsonAllen LLP	3984426	BILL EFT	\$ 1,307.25
1/25/2024	CliftonLarsonAllen LLP	3984481	BILL EFT	\$ 1,675.01
1/25/2024	CliftonLarsonAllen LLP	3964225	BILL EFT	\$ 2,844.40
1/25/2024	Colorado Special Dist P&L	24PL-60805-0925	BILL Check	\$ 225.00
1/30/2024	McGeady Becher P.C.	1012C NOV23	BILL EFT	\$ 12,520.44
			<b>Grand Total</b>	<b>\$ 30,844.79</b>



**BEEBE DRAW FARMS METROPOLITAN DISTRICT NO. 2  
GENERAL FUND  
2023 AMENDED BUDGET**

	ORIGINAL BUDGET 2023	AMENDED BUDGET 2023
BEGINNING FUND BALANCES	\$ (26,336)	\$ (26,336)
<b>REVENUES</b>		
Property taxes	456,269	417,008
Property taxes - 2051	13,809	13,809
Property taxes - 2055	15,993	15,993
Specific ownership taxes	27,376	19,404
Specific ownership taxes - 2051	829	543
Specific ownership taxes - 2055	960	672
Interest income	1,370	15,000
Other revenue	-	74,707
	<hr/>	<hr/>
Total revenues	516,606	557,136
	<hr/>	<hr/>
Total funds available	490,270	530,800
<b>EXPENDITURES</b>		
General and administrative		
Accounting	8,700	23,500
County Treasurer's fee	7,291	6,703
Directors' fees	1,200	1,516
Insurance	3,500	4,059
District management	6,000	4,300
Legal	10,000	26,900
Miscellaneous	500	3,922
Payroll taxes	70	300
Election	10,000	40,800
Fiber optic admin	-	8,000
Transfer to Authority - O&M	251,416	229,800
Transfer to Authority - Amenities	38,035	33,000
Transfer to Authority - Infrastructure	152,140	148,000
Operations and maintenance		
	<hr/>	<hr/>
Total expenditures	488,852	530,800
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Total expenditures and transfers out requiring appropriation	488,852	530,800
	<hr/>	<hr/>
ENDING FUND BALANCES	\$ 1,418	\$ -

**RESOLUTION NO. 2024-02-\_\_\_\_\_****RESOLUTION TO AMEND BUDGET****RESOLUTION OF THE BEEBE DRAW FARMS METROPOLITAN DISTRICT NO. 2  
TO AMEND THE 2023 BUDGET**

Pursuant to Section 29-1-109, C.R.S., the Board of Beebe Draw Farms Metropolitan District No. 2 (the “**District**”), hereby certifies that a regular meeting of the Board of Directors of the District, was held on February 13, 2024 via video teleconference.

A. At such meeting, the Board of Directors of the District adopted that certain Resolution No. 2022-11-03 to Adopt Budget appropriating funds for the fiscal year 2023 as follows:

General Fund                      \$\_\_\_\_\_

B. The necessity has arisen for additional General Fund appropriations requiring the expenditure of funds in excess of those appropriated for the fiscal year 2023.

C. The source and amount of revenues for such expenditures, the purposes for which such revenues are being appropriated, and the fund(s) which shall make such supplemental expenditures are described on **Exhibit A**, attached hereto and incorporated herein by this reference.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Beebe Draw Farms Metropolitan District No. 2 shall and hereby does amend the budget for the fiscal year 2023 as follows:

General Fund                      \$\_\_\_\_\_

BE IT FURTHER RESOLVED, that such sum is hereby appropriated from unexpected revenues available to the District to the General Fund for the purpose stated.

**[SIGNATURE PAGE FOLLOWS]**

**[SIGNATURE PAGE TO RESOLUTION OF THE BEEBE DRAW FARMS  
METROPOLITAN DISTRICT NO. 2 TO AMEND THE 2023 BUDGET]**

RESOLUTION APPROVED AND ADOPTED on FEBRUARY 13, 2024.

**BEEBE DRAW FARMS  
METROPOLITAN DISTRICT NO. 2**

By: \_\_\_\_\_  
President

Attest:

By: \_\_\_\_\_  
Secretary

**EXHIBIT A**

Original and Amended Budget Appropriations