

**MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING  
ARABIAN ACRES METROPOLITAN DISTRICT**

October 21, 2020 at 5:30 P.M.

Via Telephone and Video Conference Call

**In attendance were Directors:**

Allan Brown  
Stan Claassen  
Edith Coffman  
Elizabeth Douglass  
Lanny Hoel

**Also in attendance were:**

Kevin Walker, WSDM  
Adam Sommers, AquaWorks  
Michael Groselle, AquaWorks  
Lynn Willow, ORC

**1. ADMINISTRATIVE MATTERS**

- a. Call to Order & Declaration of Quorum: President Coffman called the meeting to order at 5:32 p.m. and confirmed all Board members were present.
- b. Confirm any Potential Conflicts of Interest: All board members confirmed there were no conflicts of interest.
- c. Discussion and Approval of the Agenda: Director Douglass moved to approve the Agenda; seconded by Director Brown. Motion passed unanimously.
- d. Review and Approval of the September 16, 2020 and September 30, 2020 Board of Directors Meeting Minutes: Director Brown moved to approve the September 16, 2020 Meeting Minutes; seconded by Director Claassen. Motion passed unanimously. Director Brown moved to approve the September 30, 2020 Meeting Minutes; seconded by Director Douglass. Motion passed unanimously.

**2. OLD BUSINESS**

- a. Update on Construction Project
  - i) Current status update: Mr. Walker reported they are at substantial completion with Native Sun and all tie-ins have been done. The system has been operating the last 2 weeks without any significant leaks or problems.
    - (a) Substantial completion updates for Native Sun – AquaWorks: Mr. Groselle noted that Native Sun never requested substantial completion, but ultimately, the construction manager will issue a substantial completion certificate as of tomorrow, but it was done on October 12, 2020. Mr. Walker explained they have received the approval from Teller County on the right of way work. The concerns from property owners about the ditches have all been addressed and fixed.
    - (i) Final close out items: Mr. Walker discussed Native Sun’s final close out items. The Board discussed the large dirt pile and miscellaneous items left behind.
    - (b) Glacier Construction status – COVID related delays: Mr. Groselle reported on Glacier’s construction status and noted the delivery of the building was delayed due to 2 separate COVID outbreaks that forced them to shut down their plant for about 3 weeks. The new delivery date is scheduled for October 30, 2020. The Board discussed the color options for the building. Mr. Groselle

discussed the remaining construction and the process for connecting the building to the system.

- ii) Budget update: Mr. Groselle reported they installed a total of 21,000 feet of new pipe. There is roughly 5,000 linear feet remaining that could be replaced in the future. Mr. Walker will provide a spreadsheet of what has been replaced and what is still needed to the Board. Mr. Walker discussed the budget update and noted they will get \$4,000 in credit for pieces that were not constructed. Mr. Groselle discussed the Glacier change order and noted it increased in value from the original from last month and included an attached drawing. Mr. Walker noted there is \$108,000 remaining in the contingency. Mr. Walker discussed a change order that was received for \$85,000 for the tie-ins and noted there was not sufficient documentation attached with it. He will be meeting with Native Sun tomorrow to discuss and get additional information.
- iii) Pay Application No. 3 – Native Sun: Mr. Groselle discussed the Pay Application No. 3 from Native Sun and noted he can add the descriptions in the line items. After further discussion, Director Claassen moved to approve the Pay Application Revision No. 5; seconded by Director Douglass. Motion passed unanimously.

Director Claassen moved to approve the Change Order No. 3 with the addition of the AquaWorks drawing and appropriate references as discussed; seconded by Director Douglass. Motion passed unanimously.

Mr. Walker discussed the Change Order No. 1 for Glacier for \$7,319. Director Claassen moved to approve Change Order No. 1 including the schedule extension to December 10th. Mr. Groselle noted they will be asking for an additional schedule extension. The motion was seconded by Director Douglass. Motion passed unanimously. Mr. Groselle left the meeting.

- b. Fire Mitigation project status: Director Douglass reported on the status of the fire mitigation project and noted things are slowly progressing. She hopes to have more information on contractor bids at the next meeting. Director Douglass confirmed the District will not have to pay anything.
- c. Trout Haven Exclusion project – plan to move forward: Mr. Walker reported on the Trout Haven exclusion project. He has been working with a water attorney to make sure there is not a need for an augmentation plan update in the future. The attorneys are finalizing the petition and once that is complete, they will be able to go out for signatures. The Board discussed the rules and regulations for those district residents who have wells and are within 100 feet of the water line.

### **3. FINANCIAL MATTERS:**

- a. Review of billing and collection status: Mr. Walker reported they are improving the collection status and next month there will be outstanding fees certified to the Treasurer for payment.
- b. Review and accept the September 30, 2020 Unaudited Financial Status: Mr. Walker reported there are no major changes and cash remains strong. Director Brown moved to accept the September 30, 2020 Unaudited Financial Status; seconded by Director Douglass. Motion passed unanimously.
- c. Review and approve the Payment of Claims: Mr. Walker presented the Payment of

Claims and noted a proposal to back-charge Native Sun for 8 of the Gold Rush water deliveries. Director Douglass moved to approve the Payment of Claims; seconded by Director Claassen. Motion passed unanimously.

- d. Draft 2021 Budget Review: Mr. Walker discussed the budget process and noted the statute requires a budget must be adopted by the Board before December 15, 2020. Mr. Walker went over the 2021 Budget in detail and noted the cash position remains strong.

**4. OPERATORS REPORT:** Mr. Willow reported that total water pumped at Control Building A was 75,806 gallons, Control Building B pumped 106,931 gallons and purchased water was roughly 57,000 due to construction. Bac-T samples were taken for the month and were negative. September lead and copper testing was completed and DPH testing for the State was done as well. Mr. Willow noted that if residents will be going out of town this winter for an extended period to let us know so that we can monitor in case of a leak. Mr. Walker suggested putting a note in the bill as well.

**5. NEW BUSINESS:** There was no discussion.

**6. OTHER BUSINESS:** There was no discussion.

**7. PUBLIC COMMENT:** There was no public comment.

**8. ADJOURNMENT:** Director Hoel moved to adjourn; seconded by Director Claassen. Motion passed unanimously at 8:00 p.m.

Respectfully Submitted,  
Walker Schooler District Managers

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By: Recording Secretary

THESE MINUTES ARE APPROVED AS THE OFFICIAL OCTOBER 21, 2020 MINUTES OF THE ARABIAN ACRES METROPOLITAN DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

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Allan Brown

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Stan Claassen

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Edith Coffman

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Elizabeth Douglass

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Lanny Hoel