

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

April 19, 2017: 5:30 P.M. at

Denny's, 100 Morning Sun Drive, Woodland Park, CO

ATTENDEES

Directors present:

Kalvin McBride, Director
Rebecca Seaman, Secretary
Betty Williams, Treasurer
Eric Winterer, President

Others present:

Judy Bertrand, Metropolitan District Management
Lynn Willow, AAMD Water ORC

Members of the Public: See attached list: Jennifer McDowell

**ADMINISTRATIVE
MATTERS**

Attendance and Agenda: President Winterer called the meeting to order at 5:30 p.m. and a quorum was noted.

Secretary Seaman made a Motion to accept the Agenda, with Director McBride seconding said Motion. The Agenda was unanimously approved.

Disclosure of Conflicts of Interest: The Board had previously been informed of the Colorado Revised Statutes to disclose potential conflicts of interest to the Board of Directors and Secretary of State. There were no conflicts.

Minutes: The Board was provided with the Minutes from March 15, 2017. Director McBride made a Motion to approve; with Secretary Seaman seconding said Motion. The Minutes were unanimously approved.

Candidate for Board Interview: New homeowner, Jennifer McDowell expressed an interest in being appointed to the Board of Directors. Ms. McDowell has lived in Colorado for 2 years and most recently moved to Kutsu Ridge. Ms. McDowell confirmed she would be able to attend the meetings. After discussion with the Board, Secretary Seaman made a Motion to appoint Jennifer McDowell to the Board of Directors contingent upon a background check and verifying voter registration. Treasurer Williams seconded said Motion and it was unanimously approved.

The District Manager will confirm Ms. McDowell is a registered voter and perform a background check. The Manager also asked Ms. McDowell if she wanted to accept the \$100 per meeting Director fee; up to a maximum of \$1,600 per year. Ms. McDowell stated she would accept the compensation. The Manager will prepare the Notice of Appointment and Oath of Office for the next board meeting.

Fire Mitigation on AAMD Property: President Winterer discussed the debris on AAMD property that needs to be fire mitigated. He stated that the community has used Tip

Top Tree for fire mitigation work in the past and asked the Board for approval to obtain a bid from them. President Winterer stated that AAMD should set an example by removing debris and trees that could exacerbate a fire. Director McBride made a Motion to request a bid from Tip Top Tree; with Treasurer Williams seconding said Motion. It was unanimously approved and the Manager will contact Scott Donlon of Tip Top Tree.

President Winterer introduced Chuck Harvell to the Board and stated that he is the Chairman in charge of fire prevention.

There was discussion of the POA obtaining cisterns to handle fires. Secretary Seaman stated that Divide Fire Department won't use cisterns to fight fires.

President Winterer asked the ORC who owned the pond. Mr. Willow responded that the POA owns the pond, but AAMD is responsible for the water.

OPERATORS REPORT

The ORC presented his report and requested that approval be given for expenditure of \$432 for a new Chlorine Colorimeter. Secretary Seaman made a Motion to authorize the expenditure; with Treasurer Williams seconding said Motion. The purchase was unanimously approved.

Mr. Willow stated he is attending SDA training in Fountain and will be submitting the \$30 receipt for reimbursement.

MANAGER'S REPORT

The Manager requested authorization to move \$25,000 from Key Bank into the ColoTrust Capital Fund and \$8,000 from Key Bank into the Park State Fund to pay bills. Secretary Seaman made a Motion to authorize the transfers; with Treasurer Williams seconding said Motion. The transfers were unanimously approved.

The Manager provided the response letter from Tom Parker regarding the potential tampering of the meter at 816 Kutsu Ridge Road. She explained that his picture showed that the meter had been removed as of July 2016 and that the District could not determine whether it had been done by Parker St. Claire Realty or the previous owner. The Board agreed to delete the invoice to Parker St. Claire Realty and not proceed further with this issue.

The Manager provided two liens for Board approval. Treasurer Williams made a Motion to approve filing the liens; with Director McBride seconding said Motion. It was unanimously approved.

The Manager provided notes from her meeting with Clay Brown on April 17, 2017 and noted that he offered to attend the May meeting to discuss planning and responsibilities with the Board. The Board agreed to invite him to attend.

Mr. Brown also stated that he could attend a June meeting and have AquaWorks present the PER, if the meeting was moved from June 21 to June 15. The Board was unable to move the June meeting, but asked the Manager to invite Mr. Brown and Adam from AquaWorks to the July 19th meeting.

Secretary Seaman made a Motion to have the Manager invite Clay Brown to the May and July meetings and to request that AquaWorks present the PER in July. Director McBride seconded said Motion and it was unanimously approved.

Secretary Seaman stated she wanted to discuss reading meters monthly, but that she would table that issue for another meeting.

The Manager provided the invoice from Zion's Bank showing that \$31,031.25 interest payment was due on June 1st. She stated that she would transfer the funds from ColoTrust General fund to Zion's Bank prior to that date.

The Manager stated that 4 homes had sold in the last month and that this may indicate that the issues with the embezzlement and concern about AAMD had diminished.

FINANCIAL MATTERS

Claims: The Manager presented the claims and Secretary Seaman made a Motion to approve; with Director McBride seconding. The claims were unanimously approved.

Financial Reports: The Manager presented the Balance Sheet (Statement of Net Position) and the Income Statement (Statement of Revenue, Expenses and Net Position). Director McBride made a Motion to accept the unaudited financials; with Treasurer Williams seconding said Motion. The Financial Reports were unanimously accepted.

Debt & ColoTrust Spreadsheet: The Manager presented the remaining amount of debt payments for the year; along with the detail behind the funds available in ColoTrust.

PUBLIC COMMENT

N/A

ADJOURNMENT

Secretary Seaman made a Motion to adjourn the meeting at 6:30 p.m. with Director McBride seconding. The meeting was adjourned.

The next Regular meeting is scheduled for May 17, 2017 at 5:30 p.m. at Denny's; 100 Morning Sun Drive, Woodland Park, Colorado.

Respectfully submitted,

Judy Bertrand, District Manager: Secretary

THESE MINUTES APPROVED AS THE OFFICIAL APRIL 19, 2017 MINUTES OF ARABIAN ACRES METROPOLITAN DISTRICT BY THE BOARD OF DIRECTORS.

(Signed copy in possession of the District Manager)

Kalvin McBride, Director

Rebecca Seaman, Secretary

Betty Williams, Treasurer

Robert (Elric) Winterer, President