



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

Wednesday, January 15, 2025, at 5:30 P.M.

Via Telephone and Video Conference Call

In attendance were Directors:

Edith Coffman

Elizabeth Douglass

Lanny Hoel: joined at 5:38 p.m.

Martin Lempecki

Jennifer Thoe

Also in attendance were:

Rebecca Harris, WSDM District Managers

Amber Hardekopf, WSDM District Managers

Lynn Willow, ORC

1. ADMINISTRATIVE MATTERS

- a. Call to Order & Declaration of Quorum: President Douglass called the meeting to order at 5:30 p.m. and confirmed a quorum was present.
- b. Confirm any Potential Conflicts of Interest: The Directors each confirmed no potential conflicts of interest.
- c. Discussion and Approval of the Agenda: Director Coffman added item 5c regarding the engineer drawings to the Agenda. After discussion, Director Coffman moved to approve the agenda as amended; seconded by Director Thoe. Motion passed unanimously.
- d. Consider Approval of Meeting Minutes from November 20, 2024: Board discussed correcting the opening and closure times of the 2025 Budget hearing the Town Hall Meetings. After discussion, Director Lempecki moved to approve the Regular Board Meeting and Town Hall Meeting Minutes from November 20, 2024, as amended; seconded by Director Douglass. Motion passed unanimously.

2. FINANCIAL MATTERS

- a. Review of Billing and Collection Status: Ms. Hardekopf presented the billing and collection status and shut offs.
- b. Review and Accept the December 31, 2024, Unaudited Financial Status: Ms. Harris presented the December 31, 2024, Unaudited Financial status. After review, Director Lempecki moved to accept the December 31, 2024, Unaudited Financial status as amended; seconded by Director Hoel. Motion passed unanimously.
- c. Review, Ratify, and Approve the Payment of Claims through January 15, 2025: Ms. Harris presented the Payment of Claims and advised of the addition of an invoice from K&A Excavating for \$385.00. After review, Director Coffman moved to approve the Payment of Claims through January 15, 2025 as amended; seconded by Director Lempecki. Motion passed unanimously.

3. MANAGEMENT MATTERS: There were no management matters to discuss.

4. **LEGAL MATTERS:** There were no legal matters.

5. **OPERATIONS**

- a. ORC Report: Mr. Willow presented the ORC report.
- b. Water Loss Data Report: Ms. Harris presented the water loss data report.
- c. Engineering Drawings: Mr. Willow recommended John Schwab from JPS Engineering to facilitate the drawings for the mainline project. After discussion, Director Coffman motioned to approve Mr. Willow contacting John Schwab for a proposal for the engineering drawings, and approve President Douglass to sign the proposal with a cap expenditure of \$3000.00; motion was seconded by President Douglas. Motion passed unanimously.

6. **PUBLIC COMMENT:** Ms. Harris reported that there were two Board seats up for nomination and stated she would provide updates to the Board about the election.

7. **ADJOURNMENT:** President Douglass moved to adjourn the meeting at 6:17 p.m., seconded by Director Lempecki. The motion passed unanimously.

- a. THE NEXT REGULARLY SCHEDULED MEETING IS SCHEDULED FOR FEBRUARY 19, 2025, AT 5:30 PM

Respectfully Submitted,
WSDM District Managers

Rebecca Harris

By: Recording Secretary

THESE MINUTES ARE APPROVED AS THE OFFICIAL NOVEMBER 20, 2024, REGULAR MEETING MINUTES OF THE ARABIAN ACRES METROPOLITAN DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

Edith Coffman
Edith Coffman (Apr 17, 2025 06:35 MDT)
Edith Coffman

Elizabeth Douglass
Elizabeth Douglass (Apr 16, 2025 20:07 MDT)
Elizabeth Douglass

Lanny Hoel

Martin Lempecki

Jennifer Thoe
Jennifer Thoe (Apr 16, 2025 12:43 MDT)

Jennifer Thoe