



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

September 20, 2023, at 5:30 P.M.

Via Telephone and Video Conference Call

In attendance were Directors:

Edith Coffman

Elizabeth Douglass

Lanny Hoel

Martin Lempecki (Excused)

Jennifer Shepard

Also in attendance were:

Rebecca Harris, WSDM District Managers

Rylee DeLong, WSDM District Managers

Lynn Willow, ORC

Jason Downie, District Legal Counsel

Dave Hansher, UPRHSD

Elric Winterer, Resident

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 there were no potential conflicts of interest.
- c. Discussion and Approval of the Agenda: Director Shepard moved to approve the Agenda as presented; seconded by Director Hoel. Motion passed unanimously.
- d. Consider Approval of Meeting Minutes from August 16, 2023: Director Coffman moved to accept the August 16, 2023 Minutes as written; seconded by Director Shepard. Motion passed unanimously.

- 2. UTE PASS AMBULANCE TAX INCREASE PRESENTATION:** Dave Hansher, the Deputy Chief with the Ute Pass Regional Health Services District provided a presentation on the Ute Pass Ambulance Tax Increase for the Board. If any one else in the community is interested in getting more information he would be happy to help.

3. FINANCIAL MATTERS

- a. Review of Billing and Collection Status: Ms. Harris presented a review of the current billing and collection status. The Board and Mr. Downie discussed an account that has been shut off for three years.
- b. Review and accept the August 31, 2023 Unaudited Financial Status: Ms. Harris presented the August 31, 2023 Unaudited Financial Statements. After review, Director Shepard moved to accept the August 31, 2023 Unaudited Financial Statements as presented; seconded by Director Hoel. Motion passed unanimously.

- c. Re-address Payment of Claims Process: The Board discussed the payment of claims process and agreed to continue utilizing Bill.com.
- d. Review and Approve the Payment of Claims: Ms. Harris presented the Payment of Claims. After review, Director Shepard moved to approve the payment of claims; seconded by Director Hoel. Motion passed unanimously.
- e. Review of Financial Debt Obligation Memo: Ms. Harris presented the Financial Debt Obligation Memo. The Board and Mr. Downie discussed the District's debt history including the loan that was taken out and embezzled by Terry Malcom. The loan is scheduled to be paid off in July 2025. The Board requested this Memo be made available on the website for reference with the FAQ page.
- f. Review of Assessed Valuation increase: Ms. Harris provided a detailed review of the Assessed Valuation increase. The District's tax revenue is expected to increase by 43% this year. Ms. Harris and the Board discussed the option of decreasing the mill levy if Proposition HH does not pass in November to help offset the increase in taxes. Mr. Downie will research the proposed legislation and provide a Memo to the Board.

Mr. Downie discussed a request for the District to disclaim or quitclaim any interest in a piece of property that is being foreclosed. Mr. Downie confirmed it is not an exclusion and the property will remain in the District and be responsible for property taxes and the rights of condemnation and easements will be preserved. The Board discussed easements nearby. Director Coffman moved to approve Mr. Downie moving forward with the documentation disclaiming any interest in the property other than any easements, taxes, and rights of condemnation; seconded by Director Hoel. Motion passed unanimously.

Mr. Downie reported that the last two exclusions have been submitted and accepted by the Court. The Orders should be received any time now.

4. MANAGEMENT MATTERS: There were no updates.

5. LEGAL MATTERS

- a. Review and consider adoption to ORC Contract with Payment Terms Amendment: Ms. Harris presented the ORC Contract with Payment Terms Amendment. After review, Director Shepard moved to adopt the ORC Contract with Payment Terms Amendment; seconded by Director Hoel. Motion passed unanimously.

6. OPERATIONS

- a. ORC Report: Mr. Willow presented the Operator's Report.
- b. Water Loss Data Report: Ms. Harris presented the Water Loss Data Report.

7. PUBLIC COMMENT: Mr. Winterer thanked the Board for their work and commented on the property that was recently sold near his property.

President Douglass requested a review of the District fees at the next meeting.

8. **ADJOURNMENT:** Director Shepard moved to adjourn the meeting at 7:30 p.m.; seconded by President Douglass. Motion passed unanimously.

Respectfully Submitted,
WSDM District Managers

Rebecca Harris

By: Recording Secretary

THESE MINUTES ARE APPROVED AS THE OFFICIAL SEPTEMBER 20, 2023 REGULAR MEETING MINUTES OF THE ARABIAN ACRES METROPOLITAN DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

Edith Coffman

[Edith Coffman \(Oct 19, 2023 09:56 MDT\)](#)

Edith Coffman

Ann

[Elizabeth Douglass \(Oct 19, 2023 09:32 MDT\)](#)

Elizabeth Douglass

Lanny Hoel

Martin Lempecki

Jennifer Shepard

[Jennifer Shepard \(Oct 19, 2023 08:50 MDT\)](#)

Jennifer Shepard