



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

February 21, 2024, at 5:30 P.M.
Via Telephone and Video Conference Call

In attendance were Directors:

Edith Coffman
Elizabeth Douglass
Lanny Hoel
Martin Lempecki
Jennifer Shepard

Also in attendance were:

Rebecca Harris, WSDM District Managers
Kevin Walker, WSDM District Managers
Rylee DeLong, WSDM District Managers
Lynn Willow, ORC
Bryan Johnson, Resident
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 Hoel joined the meeting. Director Shepard moved to approve the Agenda as presented; seconded by Director Hoel. Motion passed unanimously.
- d. Consider Approval of Meeting Minutes from November 15, 2023 and January 17, 2024: Ms. Harris and the Board briefly discussed the exclusions and Ms. Harris noted she is still waiting for confirmation back from the County. The Board reviewed the November 15, 2023 and January 17, 2024 Meeting Minutes. After review, President Douglass moved to approve the November 15, 2023 and January 17, 2023 Meeting Minutes as presented; seconded by Director Lempecki. Motion passed unanimously.

2. FINANCIAL MATTERS

- a. Review of Billing and Collection Status: Ms. Harris provided a review of the current billing and collection status.
- b. Review and accept the January 31, 2024 Unaudited Financial Status: President Douglass requested an updated fee analysis. Ms. Harris will provide an analysis to see if the capital improvement fee could be lowered. After review, Director Lempecki moved to approve the January 31, 2024 Unaudited Financial Status; seconded by Director Shepard. Motion passed unanimously.

- c. Discuss repayment of Exclusions from 2023: Ms. Harris discussed the three repayments for petitions of exclusions from 2023. The funds collected were more than enough to cover the expenses, so the overpayment is being refunded back to the petitioners.
- d. Review and Approve the Payment of Claims: Ms. Harris presented the payment of claims. Ms. Harris explained the error with the billing and mailing services and noted that WSDM will split the difference in the cost. After review, Director Lempecki moved to approve the Payment of Claims with the amendment to the mailing services amount; seconded by Director Shepard. Motion passed unanimously.

3. MANAGEMENT MATTERS

- a. Discuss Pond Maintenance Matters: Ms. Harris discussed the pond maintenance matters and confirmed that the District owns the water rights to the pond and the POA is responsible for maintenance according to the easement and the 2003 Agreement between the District and the POA. Ms. Harris confirmed that the POA would also be responsible for maintaining the entire parcel. Mr. Winterer discussed the poor condition of the road by the pond. Director Hoel will bring this issue up at the next POA meeting.
- b. Discuss Exclusion Concerns: Ms. Harris reported she is working on getting written confirmation from Teller County regarding the property owner who has two parcels one of which was excluded. She noted that she will work with legal counsel regarding the property taxes for 2025.

4. LEGAL MATTERS

- a. Discuss Lot 16, Block 1 Tax Lien: Ms. Harris discussed the tax lien for the vacant lot located at Lot 16 Block 1. District legal counsel is working with the owner's attorney to resolve the issue of the main line that goes through the property without an easement.

5. OPERATIONS

- a. ORC Report: Mr. Willow presented the Operator's Report. Mr. Willow discussed needed upgrades to the hood on the storage building. The Board discussed that there have not been any frozen lines recently and the temporary precautions taken have worked thus far.
- b. Water Loss Data Report: Ms. Harris presented the Water Loss Data Report. Water loss for January 2024 was 12.2% which is within the normal range.

6. PUBLIC COMMENT: The meeting was opened for public comment.

7. ADJOURNMENT: Director Lempecki moved to adjourn the meeting at 7:06 p.m.; seconded by Director Shepard. Motion passed unanimously.

- a. THE NEXT REGULARLY SCHEDULED MEETING IS SCHEDULED FOR MARCH 20, AT 5:30 PM

Respectfully Submitted,
WSDM District Managers

Rebecca Harris

By: Recording Secretary

THESE MINUTES ARE APPROVED AS THE OFFICIAL FEBRUARY 21, 2024 REGULAR MEETING MINUTES OF THE ARABIAN ACRES METROPOLITAN DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

Edith Coffman

[Edith Coffman \(Mar 21, 2024 15:17 MDT\)](#)

Edith Coffman

Em

[Elizabeth Douglass \(Mar 21, 2024 16:55 MDT\)](#)

Elizabeth Douglass

Lanny Hoel

Martin Lempecki

Jennifer Shepard

[Jennifer Shepard \(Mar 25, 2024 17:07 MDT\)](#)

Jennifer Shepard