



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

August 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 Thoe

Also in attendance were:

Rebecca Harris, WSDM District Managers

Amber Hardekopf, WSDM District Managers

Jason Downie, Susemihl, McDermot, and Downie, PC

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 no potential conflicts of interest.
- c. Discussion and Approval of the Agenda: Ms. Harris provided an update on the easement at 198 Kenwood. The offer was accepted, the survey was done, and legal counsel is working to finalize the documents and payment. Director Lempecki moved to approve the Agenda as presented; seconded by Director Coffman. Motion passed unanimously.
- d. Consider Approval of Meeting Minutes from July 17, 2024: After review, President Douglass moved to approve the July 17, 2024 Minutes as written; seconded by Director Lempecki. Motion passed unanimously.

2. FINANCIAL MATTERS

- a. Review of Billing and Collection Status: Ms. Harris presented the billing and collection status.
- b. Review and Accept the July 31, 2024 Unaudited Financial Status: Ms. Harris presented the July 31, 2024 Unaudited Financial status. She noted the increase in water usage that will be discussed further in the ORC Report. After review, Director Lempecki moved to accept the July 31, 2024 Unaudited Financial status; seconded by Director Thoe. Motion passed unanimously.
- c. Review and Approve the Payment of Claims: Ms. Harris presented the Payment of Claims. Ms. Harris explained the \$916.47 past due invoice from legal counsel is for work regarding easement negotiations and she will forward the supporting documents to the Board for review and consideration at the next meeting. The Board discussed they will pay the most recent legal counsel invoice for \$577 with the Payment of

Claims. After review, President Douglass moved to approve the Payment of Claims in the amount of \$821.24; seconded by Director Lempecki. Motion passed unanimously.

- d. Review and consider acceptance of ORC Contract price increase: Mr. Willow presented the ORC Contract price increase of 5%, or \$173 monthly. After review, Director Coffman moved to accept the ORC Contract price increase of 5% monthly; seconded by Director Lempecki. Motion passed unanimously.

3. **MANAGEMENT MATTERS:** Ms. Harris and the Board discussed getting bids and installing signs at the entrance of the community to advise customers to winterize their lines this winter. After review, Director Coffman moved to authorize the order of 2' x 3' signs not to exceed \$200; seconded by Director Lempecki. Motion passed unanimously.

4. **OPERATIONS**

- a. ORC Report: Mr. Willow presented the ORC Report. The Board discussed having Mr. Willow schedule the diagnosis and testing of the two meters at the control building due to issues with the readings and data. After discussion, Director Lempecki moved to authorize Mr. Willow to schedule the diagnosis and testing for the two control building meters in the amount of \$300 for each meter; seconded by Director Thoe. Motion passed unanimously.
- b. Water Loss Data Report: Ms. Harris noted the data for the water loss report seems wrong and the diagnosis and testing that will be scheduled should help address the issue.

5. **PUBLIC COMMENT:** The meeting was opened for public comment.

6. **ADJOURNMENT:** Director Lempecki moved to adjourn the meeting at 6:30 p.m.; seconded by Director Coffman. Motion passed unanimously.

Respectfully Submitted,
WSDM District Managers

Rebecca Harris

By: Recording Secretary

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

Edith Coffman
Edith Coffman (Oct 14, 2024 16:48 MDT)
Edith Coffman

Elizabeth Douglass
Elizabeth Douglass (Oct 10, 2024 20:11 MDT)
Elizabeth Douglass

Lanny Hoel

Martin Lempecki

Jennifer Thoe

[Jennifer Thoe \(Oct 10, 2024 19:31 MDT\)](#)

Jennifer Thoe