

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

August 16, 2017: 5:30 P.M. at

Shining Mountain Golf Course, 100 Shining Mountain Lane, Woodland Park, CO

ATTENDEES

Directors present: Calvin McBride, Director
Jennifer McDowell, Director
Betty Williams, Treasurer
Robert "Elric" Winterer, President

Others present: Judy Bertrand, Metropolitan District Management
Lynn Willow, AAMD Water ORC

Clay Brown, Regional Manager DOLA
Denise Lindom, DOLA

Members of the Public: See attached list

**ADMINISTRATIVE
MATTERS**

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

Director McDowell made a Motion to excuse Secretary Seaman, with Director McBride seconding said Motion. Secretary Seaman was unanimously excused.

Director McBride made a Motion to accept the Agenda with the modification of allowing homeowner, Greg Hudgins to speak after the Minutes and moving Mr. Brown to the end of the meeting. Director McDowell seconded said Motion. The Agenda was unanimously approved with the modification.

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 July 19, 2017. Director McDowell made a Motion to approve; with Director McBride seconding said Motion. The Minutes were unanimously approved.

Greg Hudgins: Mr. Hudgins addressed the Board and stated that his account was now paid in full. He had originally owed over \$1,700. The Manager stated that they had provided Mr. Hudgins with previous credits for late fees, but noted that there was still \$135 in late fee charges that could be credited. Director McDowell stated that he had made a good effort in paying off the balance. Director McBride made a Motion to credit him for the \$135 in late fees; with Director McDowell seconding said Motion. Mr. Hudgins credit of \$135 in late fees was unanimously approved.

ORC Contract: The Board was presented with the renewal contract from Mr. Willow. The Board reviewed the contract and Director McDowell made a Motion to accept it; with Director McBride seconding. The ORC contract was unanimously approved and signed by President Winterer.

OPERATORS REPORT

Mr. Willow and Director McDowell have completed the O&M Manual. The District Manager will format it. The Manual was provided to the District's Engineer, Mr. Sommers.

The ORC stated that Browns Hill has found more damage to the Mission tank leveler and also noted that the transducer and radio antenna needed to be replaced. The District Manager is awaiting all invoices prior to submitting the final claim to Colorado Special District Property & Liability.

Mr. Willow stated that state compliance testing is continuing; with 5 lead and copper samples and 2 TTHM's and HAA5's needed.

MANAGER'S REPORT

AquaWorks Contract: After review of the contract provided by Adam Sommers, P.E., Director McBride made a Motion to accept the contract; with Director McDowell seconding said Motion. The AquaWorks contract for Capital planning was unanimously approved and signed by President Winterer.

Survey: The Manager had provided the Board with the estimate for a survey of the District obtained by Mr. Sommers. The Board discussed and decided to wait until after Mr. Sommers completes his capital planning prior to making a decision on the survey.

President Winterer stated that the POA shelter was installed approximately 9 years ago and that eventually the District will need to determine the boundary lines; especially in light of future fire mitigation.

The Manager requested approval to transfer \$18,000 from Key Bank to Park State on 8/3/17 for payment of claims. Treasurer Williams made a Motion to approve; with Director McDowell seconding. The transfer was unanimously approved.

The Manager stated that Robert Campbell, Teller County Treasurer had received authorization to apply the entire 10 mills through 2017 to Collins, Cockrel and Cole as the judgment to SDMS is now paid in full.

Ms. Bertrand asked President Winterer if he had visited People's Bank regarding holding Board meetings at their location. He stated he had not done so as yet.

The Manager updated the Board on the lightning strike insurance claim and stated she was still awaiting Browns Hill and Gold Rush invoices.

FINANCIAL REPORT

Claims: The Manager presented the claims for payment. Treasurer Williams 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 McDowell made a Motion to accept the unaudited financials; with Director McBride 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.

CLAY BROWN & BOARD: Discussion of Goals

Mr. Brown and Ms. Lindom requested that the Board introduce themselves and state why they were serving on the Board. Mr. Brown stated he wanted to obtain more information to allow the Board to make policy decisions.

Mr. Brown discussed the District having succinct goals for planning for future capital projects. He stated it also makes it easier to communicate to residents where the District is going. Mr. Brown stated he does not do strategic planning and instead facilitates a discussion among the Board as to what District goals should be.

Mr. Brown explained Title 32 to the Board and stated that the District was established to serve a specific purpose. The Board is responsible for hiring staff, charging fees and setting policy and goals. There is no body between the District and taxpayers and no entity can force a Board to reverse decisions.

There was discussion regarding communication with the residents and the District website. The Manager stated that the Board directed her to keep website posting to a minimum. The Manager said that she and her staff spoke with many residents monthly and that Secretary Seaman sent out email blasts when there were things the residents needed to know.

However, the Manager and ORC stated that there were a handful of residents that wanted to know what was happening on a day-to-day basis. Mr. Willow mentioned a previous Board member that would send out dozens of emails a day regarding things such as a broken water line.

The Manager stated that there was a difference between informing residents of unusual situations; such as water shut off or long periods of low water pressure vs. informing residents of each and every repair and maintenance being performed by the ORC. Also, the Manager stated that residents could obtain information by attending meetings or via the Minutes. Ms. Bertrand said that she did not believe communication was a problem, except for 2 people who wanted a large amount of information or to be updated regarding all maintenance and repairs.

Mr. Brown asked the Board what their priority would be. President Winterer said he believed water pits, moving them to the curbstop and installing standard water meters. Director McBride stated that he wanted to get people excited about plans, but did not believe the Board should use Nextdoor. Director McDowell discussed the capital improvement plan and Treasurer Williams said setting goals and implementing them.

Mr. Brown then asked what the Board felt was their #1 problem. Treasurer Williams stated infrastructure and Director McDowell stated finances as the District did not have enough funds to complete projects on their own. Director McBride stated that we needed to find ways to increase revenue other than fees to residents. President Winterer stated that it was loss in revenue due to water loss. Mr. Willow stated that he showed no leaks, but that we are still only billing around 25-30% of production. Mr. Brown stated that acceptable water loss is anywhere below 10% and that one of the first things Mr. Sommers would do is work with Mr. Willow on production vs. billing.

Mr. Brown stated he would write up the discussion and goals and provide for the next Board meeting. Mr. Sommers will be working on applying for grants and collecting data.

Mr. Brown stated that Teller County was the only County in Colorado to show declining assessed values. His concern was that the District has a few people paying all the bills.

Fire Protection: President Winterer is on the Fire Protection Mitigation committee and states that the District should focus on fire mitigation. Mr. Brown reminded the Board that the District was not formed to provide fire protection. Mr. Brown stated that the Committee could investigate the Community Wildfire Protection Plan and then get grant funding for mitigation. President Winterer stated the Committee felt they were close to getting funding.

PUBLIC COMMENT

Craig Baker stated that the District did not discuss Trout Haven specifically when discussing the entire AAMD District.

ADJOURNMENT

Director McBride made a Motion to adjourn the meeting at 7:35 p.m. with Treasurer Williams seconding said Motion. The meeting was adjourned.

The next Regular meeting is scheduled for September 20, 2017 at 5:30 p.m. at Shining Mountain Golf Course, 100 Shining Mountain Lane, Woodland Park, Colorado.

Respectfully submitted,
Judy Bertrand, District Manager: Secretary

THESE MINUTES APPROVED AS THE OFFICIAL AUGUST 16, 2017 MINUTES OF ARABIAN ACRES METROPOLITAN DISTRICT BY THE BOARD OF DIRECTORS.

(Signed copy in possession of the District Manager)

Kalvin McBride, Director

Jennifer McDowell, Director

Rebecca Seaman, Secretary

Betty Williams, Treasurer

Robert (Elric) Winterer, President