

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

January 20, 2016: 6:00 P.M. at

Denny's: 100 Morning Sun Drive, Woodland Park, Colorado

**ATTENDEES**

Directors present: Rebecca Seaman, Secretary  
Betty Williams, Director  
Robert (Elric) Winterer, President

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

Members of the Public: See attached list

**ADMINISTRATIVE  
MATTERS**

Attendance and Agenda: The meeting was called to order by President Winterer at 6:01 pm and a quorum was noted. President Winterer noted that David Belfiore had sent his resignation letter and that Wade Holder had sold his property and would no longer be eligible to be a member of the Board.

Secretary Seaman made a Motion to approve the Agenda; which was seconded by Director Williams and was unanimously approved by the Board.

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. President Winterer requested the Board members to disclose any conflicts of interest. There were no conflicts.

Minutes: Director Williams made a Motion to approve the Minutes from December 16, 2015; with Secretary Seaman seconding said Motion. The Minutes were unanimously approved.

New Location for Meetings: The Manager had informed the Board that the Police Station was no longer allowing meetings to be held at the Police Station. The Board approved meeting at Denny's for the February and March 2016 meetings and if it is acceptable to the Board they may continue to hold Board meetings at this location. There is no charge to the District and Denny's allows for use if beverages and food are purchased. The District Manager purchased the drinks for most of the homeowners in attendance.

Resolution for DEO: The District Manager provided a Resolution designating her as the Designated Election Official for the Regular Board Election to be held on May 3, 2016. Director Williams made a Motion to approve the Resolution; with Secretary Seaman seconding said Motion. The Board unanimously approved and the President signed the Resolution.

Officers: The Board discussed that the Treasurer had resigned and Secretary Seaman made a Motion to appoint Director Williams as the Treasurer. President Winterer seconded said Motion and it was unanimously approved.

## **PUBLIC COMMENT**

Homeowner Craig Baker spoke on water production and discussed amending the Service Plan.

Director Seaman stated that she had scheduled a meeting with Black Mountain next month to obtain information on the costs of drilling wells. President Winterer wanted to attend along with Carmen Barker, Engineer Brad Simmons and Lynn Willow but the public wanted to attend the meeting at the office of the owner of Black Mountain. Mr. Willow stated that the owner would not be receptive to having a public meeting in his office, so it was decided to only have President Winterer attend the meeting with Ms. Barker and Mr. Willow and the engineer. This will not require this meeting to be public and no decisions will be made

Edith Coffman again brought up the charges for the previous attorney.

Sandy Zuniga stated she had called SDA compliance to ask about the Annual Administrative Resolution that MDM had failed to prepare. She learned, as MDM had already stated, that this is not required by Statute and that all Resolutions are prepared as required.

## **OPERATORS REPORT**

The ORC stated that \$4,000 is needed for magnetometers. The current system reads 1.25 gallons per minute while the magnetometer reads up to ¼ gallon per minute. Our current system reads by paddle counts vs. the new system that counts the molecules as they pass through. The Board agreed that if aren't approved for the grant by February 2, 2016 that the ORC is authorized to expend the funds up to \$4,000.

## **MANAGER'S REPORT**

The Manager requested retroactive approval to transfer \$18,000 from Key Bank to Park State Bank to cover November 2015 claims, paid in December 2015. Director Williams made a Motion to approve the transfer; with Secretary Seaman seconding said Motion. The Board unanimously approved.

The Manager requested retroactive approval to transfer \$12,000 from Key Bank to Park State Bank to cover December 2015 claims, paid in January 2016. Director Williams made a Motion to approve the transfer; with Secretary Seaman seconding said Motion. The Board unanimously approved.

Director Williams made a Motion to approve the Minutes from the September 2, 2015 Budget Work Session Special Meeting; with Secretary Seaman seconding said Motion. The Board unanimously approved.

The Manager requested authorization to transfer \$2,000 monthly from Key Bank to ColoTrust to build bond reserves. Director Williams made a Motion to approve the transfer; with Secretary Seaman seconding said Motion. The Board unanimously approved.

Carmen Barker stated that the District will know if they were approved for the grant by February 1, 2016.

Carmen Barker is going to update the insurance coverage to include various assets that have not been covered. She will have this done by the next Board meeting.

The Draft ORC contract was reviewed by the Board and the contract will be revised and brought before the Board for signature at the February 17, 2016 meeting. Director Williams made a Motion to approve the contract amount (with the scope of work provided) for \$2,800 per month; retroactive to January 1, 2016. Secretary Seaman seconded the approval of the contract and it was unanimously approved.

Secretary Seaman stated that she wanted better documentation for the water operations and that Carmen Barker and Lynn Willow are working on the operations procedure and documentation manual.

The Colorado State SIPA grant has been submitted for software or website updates if approved.

## **FINANCIAL MATTERS**

Claims/Accounts Payable for January 2016: Secretary Seaman made a Motion to accept the claims; with Director Williams seconding. The Board unanimously approved.

The Manager presented the unaudited financials; including a Draft Balance Sheet and Income Statement. The Board accepted the financial statements.

## **ADJOURNMENT**

There being no further business to come before the Board at this time, upon motion by Director Williams; seconded by Secretary Seaman; and upon unanimous vote, the meeting was adjourned at 8:22 p.m.

The next regular meeting is scheduled for February 17, 2016 at 6:00 p.m. at Denny's; 100 Morning Sun Drive, Woodland Park, Colorado.

Respectfully submitted,  
Judy Bertrand, District Manager: Secretary

**THESE MINUTES APPROVED AS THE OFFICIAL JANUARY 20, 2016 MINUTES OF ARABIAN ACRES METROPOLITAN DISTRICT BY THE BOARD OF DIRECTORS.**

(Signed copy in possession of the District Manager)

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David Belfiore, Director

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Wade Holder, Treasurer

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Rebecca Seaman, Secretary

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Betty Williams, Director

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Robert (Elric) Winterer, President