

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

May 18, 2016: 6:00 P.M. at

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

ATTENDEES

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

Others present: Judy Bertrand, Metropolitan District Management
 Kincade (Cade) Bertrand, MDM
 Lynn Willow, AAMD Water ORC

Members of the Public: See attached list

**ADMINISTRATIVE
MATTERS**

Attendance and Agenda: President Winterer called the meeting to order at 6:00 p.m. and a quorum was noted. Secretary Seaman made a Motion to approve the Agenda; with Treasurer Williams seconding said Motion. The Agenda was unanimously approved.

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: Treasurer Williams made a Motion to approve the April 2016 Board meeting Minutes; with Secretary Seaman seconding said Motion. The Minutes were unanimously approved.

Oaths of Office and Election of Officers: The Manager asked the new Board members to take the Oath of Office; which they did. The Manager notarized the signatures and will file the Oaths with the State.

The Manager asked if the Board would now elect officers. The Board discussed keeping the Board in their current offices. Secretary Seaman made a Motion to keep the Board in the following positions:

Elric Winterer:	President
Betty Williams:	Treasurer
Rebecca Seaman:	Secretary
Kalvin McBride:	Director

Treasurer Williams seconded said Motion and the Board unanimously approved.

Board Compensation: The Manager asked the Directors if they planned to accept the \$100 compensation per meeting (up to \$1,600 per year) for serving on the Board.

President Winterer stated he would not accept the compensation. Secretary Seaman stated she had not taken the compensation before, but stated that this has become a job and she would be accepting the compensation. Treasurer Williams also stated that serving on the Board had become a job and that she too would accept the compensation. Director McBride stated he would accept the compensation.

OPERATORS REPORT

Mr. Willow stated that the prairie dog control needed 3 treatments; at approximately \$800-\$1,100 per treatment. Secretary Seaman asked about upgrading the building to keep the rodents from entering the building. However, Mr. Willow said that the prairie dogs could affect the wells and get into the water. Mr. Willow said that the rodents carry disease and need to be eliminated and this extermination would need to be done yearly or every other year.

Secretary Seaman agreed that the prairie dogs needed to be dealt with but also stated she believed the building needed to be upgraded. There was discussion of using cinder blocks to insulate the building.

Lynn Willow explained that to move a meter to the curb stop that the cost would be:

Meter:	\$ 156
Meter Pit:	\$ 800
Excavating:	<u>\$ 894</u>
Total:	\$1,850 approximately

The Board requested that Mr. Willow inform the Manager and Board prior to replacing meters.

Mr. Willow provided a list of capital improvements that he would like for discussion at the 2017 Budget meeting. The Board stated they would like to have this on the July Agenda as well. He discussed the need to drill additional wells or drill current wells deeper; and also use water fracking. Mr. Willow stated he has spoken with Dave at Black Mountain Drilling regarding water fracking and he is ready to begin when we have the funds.

Mr. Willow also provided a bullet point of things to do to conserve water. He mentioned that a leaking toilet can use up to 90 gallons per day and that homeowners should replace flappers in toilets and washers in faucets every few years.

MANAGER'S REPORT

The Manager provided her monthly report and mentioned that President Winterer would not be attending the June 15th Board meeting due to being out of town. Secretary Seaman is also unable to attend the June 15th Board meeting. Secretary Seaman made a Motion to hold the Board meeting on June 29th. The District Manager stated that she was unable to attend the June 29th meeting, but Cade Bertrand could attend. Treasurer Williams seconded said Motion and it was unanimously approved.

The Manager had included posting on the Nextdoor website on her Report, but she stated that it was not worth discussion.

President Winterer did read a Nextdoor posting from Carla Feldman, requesting a credit to her account. Secretary Seaman said she had read the email from Paige Whitmore, Accountant for MDM, and understands that Ms. Feldman received a free meter replacement, which was found to be functioning appropriately and that her usage had not changed. Secretary Seaman made a Motion to not provide any type of refund; with Treasurer Williams seconding said Motion. The Motion was unanimously approved and the Manager stated that Paige would send an email to Carla Feldman informing her that she would not receive a credit of any type. The Manager mentioned that responding to postings that were on a website not affiliated with AAMD could set a bad precedent. The Board agreed.

Website: Cade Bertrand discussed that Brian Johnson with Active Web 4U added President Winterer and Mr. Bertrand to the account. However, Mr. Bertrand stated that we don't have authorization or control over Go Daddy, who is providing the hosting. The only option if we cannot obtain the www.aametro.org website is to start with a new domain name that closely resembles Arabian Acres. Secretary Seaman made a Motion not to pay Active Web 4U and instead secure a new domain and hosting for the website. Treasurer Williams seconded said Motion and it was unanimously approved.

Mr. Bertrand stated he would search for a domain name and email the Board as to the names to select from. He said that he would probably be using Weebly to create the site.

Secretary Seaman stated that the Board acknowledges that website work and design is out of scope. Secretary Seaman made a Motion to authorize compensating Cade Bertrand for the website work at the rate of \$60 per hour. Director McBride seconded said Motion and it was unanimously approved.

The District Manager asked Lynn Willow about his backup and he said he has been training Adam Fielder, who was volunteering his time. He also mentioned that Mr. Fielder knows how to read the meters.

Secretary Seaman mentioned lowering the late fee from \$15 to \$10 and also raising the Tier 1 usage from 5,000 to 7,000. The District Manager will perform an analysis and present at the July Board meeting.

The Manager stated they had the funds to install 2 meter pits in Wells 2 and 8. Secretary Seaman made a Motion to allow Lynn Willow to make these capital improvements; with Treasurer Williams seconding said Motion. It was unanimously approved. Mr. Willow will get two bids for the work and select the best company for the job.

The Manager requested authorization for Cade Bertrand to perform out of scope work with Lynn Willow on updating the Water Operations and Maintenance Manual. Mr. Bertrand and Mr. Willow stated the project should take approximately 5 hours.

Secretary Seaman made a Motion to authorize the out of scope work; with Treasurer Williams seconding. The Motion was unanimously approved.

The Manager provided the Board with notice of the SDA Board Member and District Manager training and Treasurer Williams stated she would like to attend. Secretary Seaman made a Motion to approve paying the \$30 for Treasurer Williams to attend; with Director McBride seconding. The Board unanimously approved.

The Manager presented the Application for Water Tap for 310 Gerka; however, she stated she had returned it to the homeowner as they had not signed it. The Manager also mentioned that they had paid the \$8,000 fee. Secretary Seaman made a Motion to approve the Tap Application once it had been signed; with Treasurer Williams seconding said Motion. It was unanimously approved.

FINANCIAL MATTERS

Claims: The Manager presented the claims and Secretary Seaman made a Motion to approve; with Treasurer Williams 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). Secretary Seaman made a Motion to accept the unaudited financials; with Treasurer Williams seconding said Motion. The Financial Reports were unanimously approved.

PUBLIC COMMENT

David Johnson said the Board should consider putting out more information on leaks. There was discussion of putting food coloring in the toilet tank and if it starts showing in the toilet that indicates leaks. He suggested putting suggestions in the water bills. Lynn Willow stated he would add to his list.

Edith Coffman asked about how long items would be kept on the website and President Winterer felt 6 months was appropriate, but the Board would consider one year. Ms. Coffman again brought up the Board passing By-Laws. Secretary Seaman stated that this would only be used by the homeowners to tear the Board apart. President Winterer informed Ms. Coffman that there would be no further discussion on this topic.

Sandy Zuniga requested that MDM provide her with their contract and also the contract of the water operator. The District Manager requested that she send a CORA request.

Susan Johnson discussed Terry Malcolm and stated that he won't be up for parole for 9 years and stated the DA will be involved in any early release. She said that residents can request that they be put on a call list through the DA or Colorado Corrections Board and notified in advance of any potential release.

Marilyn Callan stated she had already prepared a list of conservation tips; and wanted the Board to consider paying off the \$900+ per month National Rural Water Loan early.

The District Manager explained that per the Bond Agreement that the District was required to fund approximately \$145,000 in reserves and that the District needed to fund capital improvements. Ms. Bertrand stated this suggestion would not be a good use of District funds.

ADJOURNMENT

Secretary Seaman made a Motion to adjourn the meeting at 7:50 p.m. with Treasurer Williams seconding. The meeting was adjourned.

The next regular meeting is scheduled for June 29, 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 MAY 18, 2016 MINUTES OF ARABIAN ACRES METROPOLITAN DISTRICT BY THE BOARD OF DIRECTORS.

(Signed copy in possession of the District Manager)

Kalvin McBride, Director

Rebecca Seaman, Secretary

Betty Williams, Treasurer

Robert (Elric) Winterer, President