

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

September 20, 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
Rebecca Seaman, Secretary
Betty Williams, Treasurer
Robert "Elric" Winterer, President

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

Adam Sommers, AquaWorks

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 accept 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. There were no conflicts.

Minutes: The Board was provided with the Minutes from August 16, 2017. Treasurer Williams made a Motion to approve, with Director McDowell seconding said Motion. The Minutes were unanimously approved.

Adam Sommers, Capital Improvement Plan (CIP) update: Mr. Sommers provided the Board with maps that depicted the entire Arabian Acres Metro District; a listing of property owners that are currently connected to the water system, and a listing of vacant properties and parcels that are not yet connected. Mr. Sommers obtained this information from Teller County. He noted that there are 461 parcels, while only 145 are current customers. He will continue to prepare the capital improvement plan and provide costs to replace and values to extend the lines.

Mr. Sommers mentioned that there is a Statute that provides the District with the option of charging an Availability of Service Fee if the parcel is within a certain distance of the line.

Mr. Sommers stated that on the maps he provided if it is blue in color that we can assume that the property is not charged for water. However, he did state that some properties may have wells and that the Department of Natural Resources can provide a listing of well permits.

After touring the District with Mr. Willow, Mr. Sommers determined that much of the lines are of a PVC grade that is used for sewer lines and that the pipe actually crushed in his hand. Mr. Sommer stated that much of cost when installing water lines is for mobilization, insurance, bonding and excavation and that the cost of pipe itself is low. Mr. Sommers explained that any material that touches water must be certified with NSF 61 rating and our pipe does not comply. He stated that chemicals in the pipe could leach into the water and stated this is a compelling argument for grant funding.

Mr. Willow had informed Mr. Sommer that the depth of the lines is 5 to 5 ½ feet and should be at least 7 feet. The District has approximately 5.1 miles of water lines/pipes.

Mr. Sommers applied to CDPHE for a grant of \$25,000 for the CIP and will know in early October as to whether AAMD has been granted the funds. He stated that AAMD is considered a disadvantaged community and that the criteria for Median Household Income has changed. However, a Projected Needs Assessment must be prepared prior to performing another survey.

Mr. Sommers requested that if the Board has questions that they be forwarded to the District Manager and she will submit to him.

There was talk of the fire hydrants not being the responsibility of the District. However, if the lines are replaced to a minimum of 6 inches then perhaps in the future the District could investigate improving the flow to the fire hydrants.

Secretary Seaman asked about water usage. Mr. Sommers stated that the average usage is 75 gallons per person per day.

Goals of District prepared by Clay Brown: The Manager presented the Goals summarized by Clay Brown from the August Board meeting. The Board agreed with the summary but felt there may be too much emphasis on Communication.

However, the Treasurer Williams did make a Motion to have the District Manager begin posting the Agenda, Minutes and ORC report to www.aametro.net. Director McBride seconded said Motion and it was unanimously approved.

The Board directed the Manager to put a flyer in customer's water bills providing the website and requesting email addresses.

Director McBride stated he wanted to have administrative user id and password for the AAMD website. The Manager stated she would check on that but that the administrator gets the invoice and updates on the site.

The Manager noted that the Transparency Notice filed on DOLA had the correct AAMD website, but would investigate why it did not show on the link in DOLA.

The Board discussed sending out a letter to customers regarding what the goals are for the District and also what has been accomplished this year. The Manager stated she already had it on her calendar to prepare in late October as she wanted to wait until after the 2018 budget was approved.

OPERATORS REPORT

The Manager noted she had included the ORC report for August and September as the amount of water purchased had not been included on the August report.

The Board discussed the high usage some customers had in the latest reading. Mr. Willow stated the readings were correct, but that some customers may have had issues with the transmitters. There were 4 readings that were under 1,000 gal and then jumped.

MANAGER'S REPORT

The Manager reported that they had received numerous calls regarding the high-water usage on customer invoices this month. They referred many of them on to the Water operator.

Teller County received the overage paid to SDMS for the judgment and have applied it to the Collins, Cockrel and Cole judgment. The current balance is approximately \$10,000. The County will inform the District of what the mill will be for that in 2018. The Manager speculates that the judgment will decrease from 10 mills to 3 mills in 2018 and be paid off by mid-year.

The Manager has filed the claim for the lightning strike with Colorado Special District and Liability Pool.

The Manager requested retroactive approval to transfer \$14,000 from Key Bank to Park State Bank on 9/18 to pay the claims and \$20,000 from Key Bank to ColoTrust on 9/18 to fund the capital reserve. Treasurer Williams made a Motion to authorize the transfers, with Director McDowell seconding said Motion. The transfers were unanimously approved.

2018 Budget: The Manager presented the 2018 Draft Budget to the Board for review prior to the Public Meeting on October 18th. There was no discussion by the Board on the Budget.

FINANCIAL REPORT

Claims: The Manager presented the claims for payment. Director McBride 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 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.

NEW BUSINESS

Peak Internet: President Winterer discussed the offer by Peak Internet to lease the area near the current water storage tank. Mr. Willow stated the size of the pad was around 10'x10'. The Manager was instructed to find out more information from Peak; including the height of the tower. Mr. Willow stated that he believed it would only be visible by around 6 homes. The Board determined that prior to agreeing to any terms for the lease of AAMD property that the homeowners should be asked their opinion of the tower. The benefit would be higher quality internet for the District and a monthly lease amount. Peak Internet had stated that the starting price they would pay for the lease was \$250 a month. A concern is that this tower may be on the location that the District would need for a new water tank in the future.

PUBLIC COMMENT

None

ADJOURNMENT

Treasurer Williams made a Motion to adjourn the meeting at 7:12 p.m. with Director McBride seconding said Motion. The meeting was adjourned.

The next Regular meeting is scheduled for October 18, 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 SEPTEMBER 20, 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