



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

May 17, 2023, at 5:30 P.M.

Via Telephone and Video Conference Call

In attendance were Directors:

Edith Coffman
Elizabeth Douglass
Lanny Hoel
Martin Lempecki
Jennifer Shepard

Also in attendance were:

Rebecca Harris, WSDM District Managers
Lynn Willow, ORC
Elric Thurstonsen, Resident

1. ADMINISTRATIVE MATTERS

- a. Call to Order & Declaration of Quorum: Director Coffman called the meeting to order at 5:30 PM and confirmed a quorum was present.
- b. Confirm any Potential Conflicts of Interest: The Directors each confirmed there were no potential conflicts of interest.
- c. Oaths of Affirmation and Appointment of Officers: Ms. Harris confirmed the Oaths were filed with the State and County. Director Coffman nominated Elizabeth Douglass for President; seconded by Director Shepard. Motion passed unanimously. Director Coffman nominated Martin Lempecki for Treasurer; seconded by Director Shepard. Motion passed unanimously. President Douglass nominated Lanny Hoel as Secretary; seconded by Director Coffman. Motion passed unanimously.
- d. Discussion and Approval of the Agenda: Ms. Harris added item 5.b. Discussion on Leak Report. President Douglass moved to approve the Agenda as amended; seconded by Director Lempecki. Motion passed unanimously.
- e. Consider Approval of Meeting Minutes from April 19, 2023: After review, President Douglass moved to approve the April 19, 2023 Meeting Minutes; 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 April 30, 2023 Unaudited Financial Status: Ms. Harris presented the April 30, 2023 Unaudited Financial Status. The Board reviewed and noted a few corrections on the Financials. The Board postponed the acceptance of the Unaudited Financial Status until the corrections are made.
- c. Review and Approve the Payment of Claims: Ms. Harris presented the payment of claims and noted that Director Hoel's payment will be removed if he is unable to

attend the meeting. After review, President Douglass moved to approve the payment of claims minus Director Hoel's payment; seconded by Director Lempecki. Motion passed unanimously.

- d. Discuss Credit Card Status for Lynn: Mr. Willow confirmed the credit card was delivered and activated. Ms. Harris requested copies of the monthly statements.

3. **MANAGEMENT MATTERS:** Ms. Harris discussed the new legislation that will likely cause an estimated 42% increase in the assessed valuations of properties. She will prepare a projection regarding the increase of revenue from property taxes and will further discuss this issue in August or September.

4. LEGAL MATTERS

- a. Review and consider approval of ORC Contract Renewal: The Board reviewed the ORC Contract Renewal and Mr. Willow's request for an increase in compensation of 3-5%. After discussion, President Douglass moved to approve the ORC Contract Renewal with a 5% increase; seconded by Director Coffman. Motion passed unanimously.

5. OPERATIONS

- a. ORC Report: Mr. Willow presented the Operator's Report.
- b. Discussion on Leak Report: Ms. Harris discussed water loss and noted she has been tracking the monthly water loss but there is an issue with the data and numbers. The data is showing that more water is being sold than being pumped, so the numbers are wrong. Ms. Harris is working with Mr. Willow to resolve this issue.

6. **PUBLIC COMMENT:** Ms. Harris and the Board thanked Director Coffman for her service as Board President for the last 12 years.

7. **ADJOURNMENT:** President Douglass moved to adjourn the meeting at 6:30 PM; seconded by Director Coffman. Motion passed unanimously.

THE NEXT REGULARLY SCHEDULED MEETING IS SCHEDULED FOR WEDNESDAY, JUNE 21, 2023 AT 5:30 PM.

Respectfully Submitted,
WSDM District Managers

Rebecca Harris

By: Recording Secretary

THESE MINUTES ARE APPROVED AS THE OFFICIAL MAY 17, 2023 REGULAR MEETING MINUTES OF THE ARABIAN ACRES METROPOLITAN DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

Edith Coffman

[Edith Coffman \(Jun 22, 2023 09:12 MDT\)](#)

Edith Coffman

Elizabeth A Douglass

[Elizabeth A Douglass \(Jun 22, 2023 09:48 MDT\)](#)

Elizabeth Douglass

Lanny Hoel

martin lempecki

[martin lempecki \(Jun 22, 2023 09:43 MDT\)](#)

Martin Lempecki

Jennifer Shepard

[Jennifer Shepard \(Jun 23, 2023 10:48 MDT\)](#)

Jennifer Shepard