



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

February 16, 2022 at 5:30 P.M.

Via Telephone and Video Conference Call

**In attendance were Directors:**

Allan Brown (late)  
Edith Coffman  
Elizabeth Douglass  
Lanny Hoel  
Stan Claassen

**Also in attendance were:**

Kevin Walker, WSDM  
Rebecca Hardekopf, WSDM  
Lynn Willow, ORC

**1) ADMINISTRATIVE MATTERS**

- a) Call to Order & Declaration of Quorum: President Coffman called the meeting to order at 5:32 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) Discussion and Approval of the Agenda: Director Claassen moved to approve the agenda as amended; seconded by Director Douglass. Motion passed unanimously.
- d) Consider Approval of Meeting Minutes from December 22, 2021 and January 19, 2022: Director Douglas moved to approve the minutes; seconded by Director Hoel. Motion passed unanimously.

**2) FINANCIAL MATTERS**

- a) Review of Billing and Collection Status: Mrs. Hardekopf reviewed the collections with the Board.
- b) Review and Accept the January 31, 2022 Unaudited Financial Status: Mrs. Hardekopf went over the unaudited financials with the Board. Director Claassen moved to approved the unaudited financials; seconded by Director Douglas. Motion passed unanimously.
- c) Review and Approve the Payment of Claims: Mrs. Hardekopf reviewed the payables with the Board. Director Classen moved to approve the payment of claims; seconded by Director Douglas. Motion passed unanimously.
- d) Review and approval of the BiggsKofford Engagement Letter to perform the 2021 Audit: Mrs. Hardekopf reviewed the BiggsKofford engagement letter with the Board. Director Claassen moved to approved the engagement letter; seconded by Director Douglas. Motion passed unanimously.

**3) MANAGEMENT MATTERS**

- a) Update on Exclusion Process with Teller County: Mr. Walker updated the Board on the exclusion process with Teller County and the meetings between their office, District legal counsel, and District Management. Teller County is proposing to change their code that would help eliminate there part in approving exclusions with a material modification to

the District Service Plan. Mrs. Hardekopf noted we will be sure to keep the website updated pending on Teller County public hearing. Director Brown joined the meeting at 5:48 p.m.

- b) Discuss Leak Adjustment Policy: The board discussed several options for a Leak Adjustment policy and decided to move forward with a draft at the next meeting that follows similar to Colorado Springs Utilities policy and emphasis on the case-by-case basis to review these requests. Mrs. Hardekopf confirmed she would have that draft available for the Board at the next meeting.
- c) Capital Improvements Discussion: Mr. Walker updated the Board with the capital improvement numbers he is projecting and future items the Board may need to consider in the next 10 years. Director Claassen noted that the Board already budget about \$30,000 a year for repairs and maintenance and we could increase that over the years to allow these repairs to be completed sooner than later.

#### 4) LEGAL MATTERS

Mr. Walker updated the Board on the 2022 Election matters, and we have not received any self-nomination forms as of yet and the due date is February 25, 2022 by end of business.

#### 5) OPERATIONS

- a) ORC Report: Mr. Willow updated the Board with the ORC report for its water usage, loss, and maintenance that has occurred. Board discussed having snow plowing occur and requested Mr. Willow reach out to Mr. Fiedler regarding snow plowing invoices. Director Hoel stated he may be able to get a hold of Mr. Fielder regarding snow plowing.

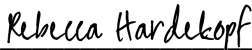
#### 6) PUBLIC COMMENT

There was no public to comment at this time.

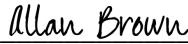
- 7) **ADJOURNMENT:** Director Douglas moved to adjourn the meeting at 6:23 PM; seconded by Director Claassen. Motion passed unanimously.

THE NEXT REGULARLY SCHEDULED MEETING IS SCHEDULED FOR WEDNESDAY, MARCH 16, 2022 AT 5:30 PM.

Respectfully Submitted,  
Walker Schooler District Managers

DocuSigned by:  
  
By: 4A4832EF5746405... Recording Secretary

THESE MINUTES ARE APPROVED AS THE OFFICIAL FEBRUARY 16, 2022 REGULAR MEETING MINUTES OF THE ARABIAN ACRES METROPOLITAN DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

DocuSigned by:  
  
Allan Brown

DocuSigned by:  
*Stan Claassen*  
Stan Claassen

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Edith Coffman

DocuSigned by:  
*Elizabeth Douglass*  
Elizabeth Douglass

DocuSigned by:  
*Lanny Hoel*  
Lanny Hoel