



**REGULAR BOARD MEETING AGENDA AND NOTICE  
WEDNESDAY, JULY 16, 2025 – 5:30 PM**

**Please join my meeting from your computer, tablet, or smartphone.**

<https://video.cloudoffice.avaya.com/join/590205827>

**You can also dial in using your phone.**

United States: +1 (213) 463-4500

**Access Code:** 590-205-827

<b>Board of Director</b>	<b>Title</b>	<b>Term</b>
Elizabeth Douglass	President	May 2027
Lanny Hoel	Secretary	May 2027
Martin Lempecki	Treasurer	May 2029
Edith Coffman	Assistant Secretary	May 2027
Jennifer Thoe	Assistant Secretary	May 2029

NOTICE IS HEREBY GIVEN that a Meeting of the Board of Directors of ARABIAN ACRES METROPOLITAN DISTRICT, Teller County, Colorado has been scheduled pursuant to emergency rules and regulations for Wednesday, July 16, 2025, at 5:30 p.m. via tele/videoconference for the purpose of addressing those matters in the agenda set forth below.

**AGENDA**

**Management Team**

Lynn Willow, ORC

WSDM – District Managers

**1) ADMINISTRATIVE MATTERS**

- a) Call to Order & Declaration of Quorum
- b) Confirm any Potential Conflicts of Interest
- c) Discussion and Approval of the Agenda
- d) Consider Approval of Meeting Minutes from June 18, 2025 (enclosed)

**2) FINANCIAL MATTERS**

- a) Review of Billing and Collection Status
- b) Review and accept June 30, 2025, Unaudited Financial Status (enclosed)
- c) Review and Approve the Payment of Claims through July 16, 2025 (enclosed)
- d) Review and consider acceptance of the 2024 Audit Presentation and Management Representation Letter (under separate cover)

**3) REVIEW AND DISCUSS POND #2 DAM**

**4) MANAGEMENT MATTERS**

**5) LEGAL MATTERS**

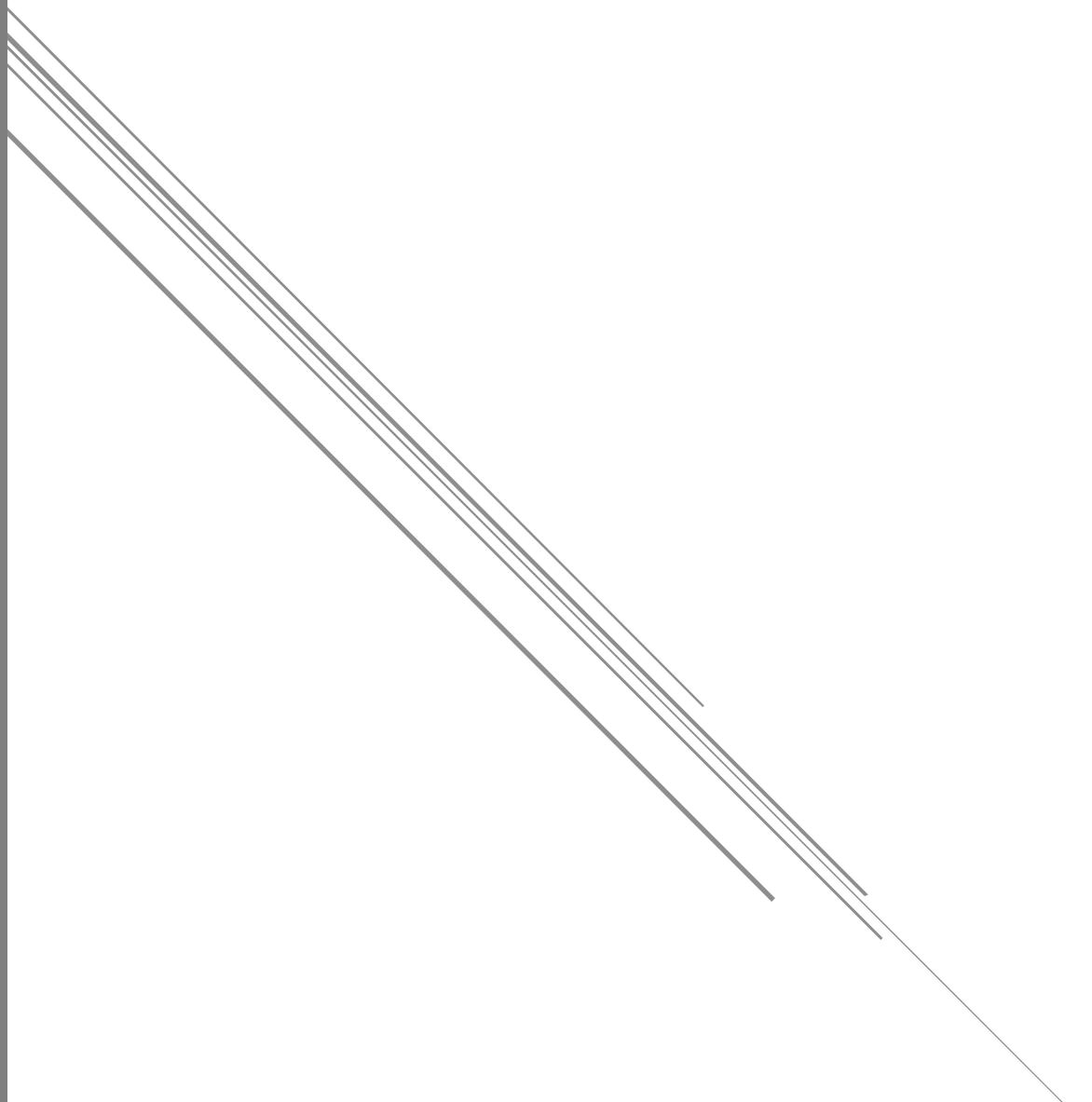
**6) OPERATIONS**

- a) ORC Report
- b) Water Leak update
- c) Water Loss Data Report

- 7) **PUBLIC COMMENT** - Comments will be limited to 3 minutes. Please remain respectful of the Board of Directors as well as of your fellow residents.
- 8) **ADJOURNMENT**
  - a) THE NEXT REGULARLY SCHEDULED MEETING IS SCHEDULED FOR AUGUST 20, 2025, AT 5:30 PM

# W5DM MANAGERS

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**MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING  
ARABIAN ACRES METROPOLITAN DISTRICT  
Wednesday, June 25, 2025, at 5:30 P.M.  
Via Telephone and Video Conference Call**

Pursuant to posted notice, the regular meetings of the Board of Directors of the Arabian Acres Metropolitan District was held on June 25, 2025, at 5:30 pm, via tele/videoconference: <https://video.cloudoffice.avaya.com/join/590205827>.

**Attendance:**

**In attendance were Directors:**

Elizabeth Douglass	President
Lanny Hoel	Secretary
Martin Lempecki	Treasurer
Edith Coffman	Assistant Secretary
Jennifer Thoe	Assistant Secretary

**Also in attendance were:**

Rebecca Harris	WSDM Managers
Amber Hardekopf	WSDM Managers
Lynn Willow	Water Operator
Andrea Grunther	Member of the Public

**MINUTES**

**1. ADMINISTRATIVE MATTERS**

- a. Call to Order & Declaration of Quorum: President Douglass called the meeting to order at 5:31 p.m. and confirmed a quorum was present.
- b. Confirm any Potential Conflicts of Interest: The Directors each confirmed no potential conflicts of interest.
- c. Discussion and Approval of the Agenda: After discussion Director Coffman moved to approve the agenda with the addition of Executive session added after Public Comment to receive legal advice on Letter received from Mr. Smith regarding Pond 2; seconded by Director Lempecki. Motion passed unanimously.
- d. Consider Approval of Meeting Minutes from May 21, 2025: After the discussion, President Douglass moved to approve the Regular Board Meeting from May 21, 2025; seconded by Director Coffman. Motion passed unanimously.

**2. REVIEW AND DISCUSS POND REPORT**

Ms. Harris provided an update that the contract for the TryMarine service has not been executed as we are waiting to hear back from Solitude's Legal.

**3. FINANCIAL MATTERS**

- a. Review of Billing and Collection Status: Ms. Hardekopf presented the billing, collection, status and shut-offs. Ms. Harris informed the Board of a property owner that threatened WSDM office and Mr. Willow for receiving his notice. Since then the property owner has paid and no shut off occurred.



- b. Review and Accept the May 31, 2025, Unaudited Financial Status: Mrs. Harris presented the May 31, 2025, Unaudited Financial status. Ms. Harris will send the Board some CD rates with Eastern Colorado Bank. After review, Director Lempecki moved to accept the Unaudited Financial status as presented; seconded by Director Thoe. Motion passed unanimously.
- c. Review and Approve the Payment of Claims through June 18, 2025: Mrs. Harris presented the Payment of Claims. After review, Director Lempecki moved to approve the Payment of Claims through June 18, 2025, as presented; seconded by Director Coffman. Motion passed unanimously.

#### **4. MANAGEMENT MATTERS:**

No additional Management Matters.

#### **5. LEGAL MATTERS:**

No additional Legal matters.

#### **6. OPERATIONS**

- a. ORC Report: Mr. Willow presented the ORC report.
- b. Water Loss Data Report: Mrs. Harris Presented the water loss data report.

#### **7. PUBLIC COMMENT:**

Ms. Grunther requested for clarification on Pond 1 Maintenance responsibility. After the discussion, Ms. Harris explained that per the Easement from 2003, the POA has the responsibility to maintain Pond 1 and the area around for Recreational use and purposes, while the Metropolitan District has the responsibility to maintain the water rights and access. She explained that the Metropolitan District does own the land and has property & liability insurance for our purpose; however, the POA is required by the recorded easement to hold their own insurance policy for the recreational use of the area. Ms. Harris encouraged that the property owners of the POA attend their next meeting to express their concerns about the Recreation maintenance.

#### **8. EXECUTIVE SESSION:**

President Douglass moved to enter into executive session at 6:32 p.m. per C.R.S. §24-6-402(4)b to receive legal advice regarding Mr. Smith's letter regarding Pond 2; Director Lempecki seconded. The motion passed unanimously.

President Douglass moved to exit the executive session at 6:55 p.m. per C.R.S. §24-6-402(4)b to receive legal advice regarding Mr. Smith's letter regarding Pond 2; Director Coffman seconded. The motion passed unanimously.

#### **9. ADJOURNMENT:** President Douglass moved to adjourn the meeting at 6:56 p.m., seconded by Director Hoel. The motion passed unanimously.



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Submitted by: Recording Secretary

THESE MINUTES ARE APPROVED AS THE OFFICIAL JUNE 18, 2025, REGULAR MEETING  
MINUTES OF THE ARABIAN ACRES METROPOLITAN DISTRICT BY THE BOARD OF  
DIRECTORS SIGNING BELOW:

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Edith Coffman

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Elizabeth Douglass

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Lanny Hoel

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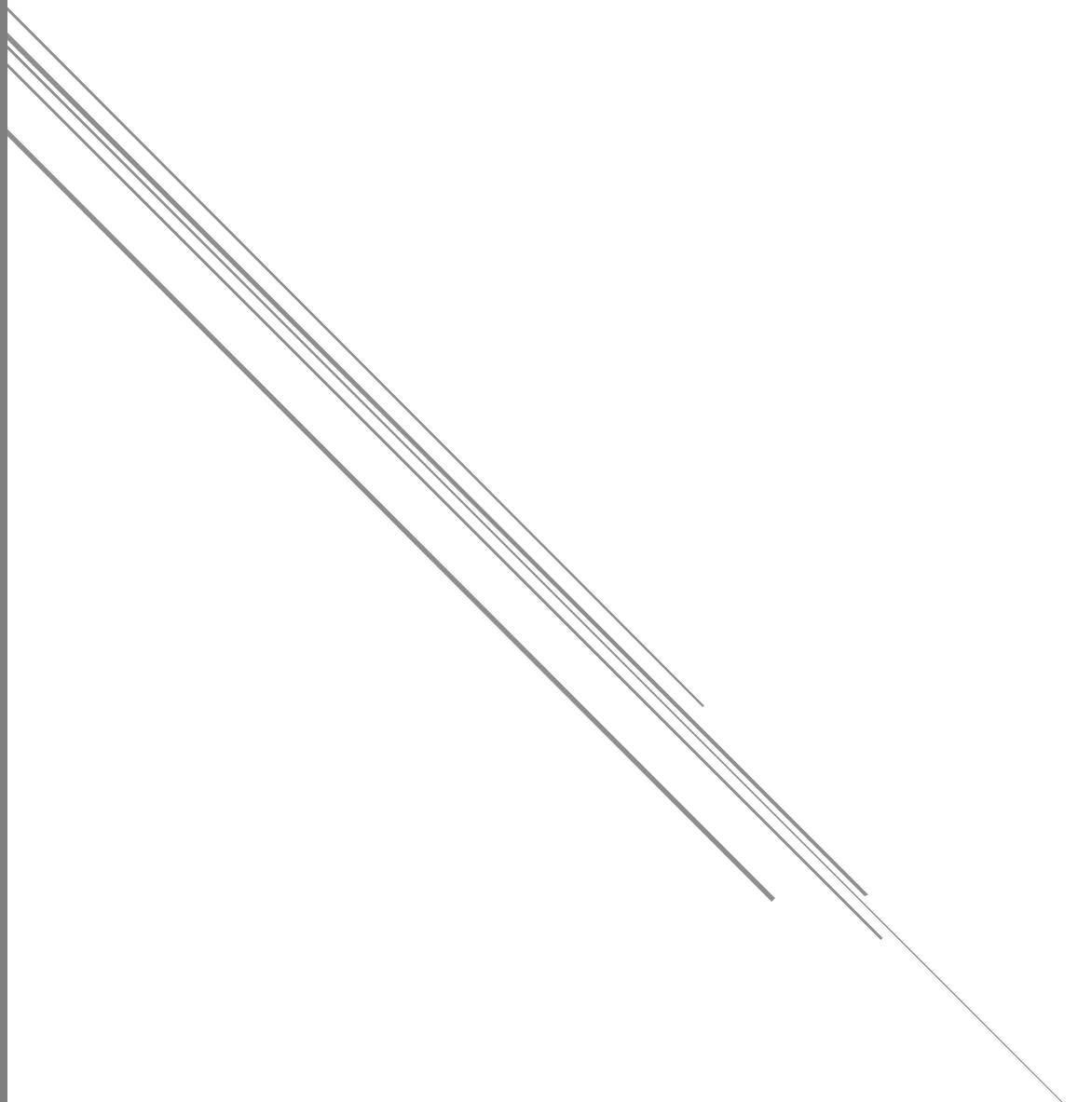
Martin Lempecki

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Jennifer Thoe

# W5DM MANAGERS

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## Arabian Acres Metropolitan District

## Balance Sheet

As of June 30, 2025

Jun 30, 25

<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
ECB Checking	
Capital Improvement Reserve	49,549.84
ECB Checking - Other	353,178.32
Total ECB Checking	402,728.16
COLOTRUST 4001	260,299.78
COLOTRUST Reserve 8002	36,944.84
COLOTRUST-Capital Reserve 8003	274,370.58
Vectra Bank CD	258,755.27
Total Checking/Savings	1,233,098.63
Accounts Receivable	
Accounts Receivable	11,280.59
Total Accounts Receivable	11,280.59
Other Current Assets	
Property Tax Receivable	63,902.92
Total Other Current Assets	63,902.92
Total Current Assets	1,308,282.14
Fixed Assets	
Construction in Progress	2,515,552.23
Total Fixed Assets	2,515,552.23
Other Assets	
Capital Assets	1,263,742.90
Equipment	702,641.49
Land	101,000.00
Water Rights	172,588.00
Accumulated Depreciation	-662,147.00
Total Other Assets	1,577,825.39
<b>TOTAL ASSETS</b>	<b>5,401,659.76</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
Current Liabilities	
Accounts Payable	
Accounts Payable	18,784.96
Total Accounts Payable	18,784.96
Other Current Liabilities	
Accrued Interest	7,427.30
Deferred Revenue-Property Taxes	63,902.92
Total Other Current Liabilities	71,330.22
Total Current Liabilities	90,115.18
Long Term Liabilities	
DWRF 1.5 Million Loan	957,696.79
2007 Bonds Payable	730,000.00
Natural Rural Water	2,758.49
CWCB Meter Loan 400K	154,568.42
Total Long Term Liabilities	1,845,023.70
<b>Total Liabilities</b>	<b>1,935,138.88</b>

10:35 AM

07/11/25

Accrual Basis

## Arabian Acres Metropolitan District

### Balance Sheet

As of June 30, 2025

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	Jun 30, 25
<b>Equity</b>	
Opening Balance Equity	215,933.51
Retained Earnings	3,103,353.61
Net Income	147,233.76
<b>Total Equity</b>	<hr/> 3,466,520.88
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<hr/> <b>5,401,659.76</b>

**Arabian Acres Metropolitan District  
Profit & Loss Budget vs. Actual**  
January through June 2025

**General Fund**

	<b>TOTAL</b>					
	May 25	Jun 25	Jan - Jun 25	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>						
<b>Income</b>						
Capital Improvement Fees	7,042.43	6,760.00	45,905.57	77,463.00	-31,557.43	59.26%
Late Fee Revenue	390.00	405.00	2,142.03			
Water Service Fee	9,457.93	8,941.89	55,134.66	103,284.00	-48,149.34	53.38%
Water Tap Fees	0.00	0.00	8,000.00			
Water Usage	7,767.37	7,575.86	39,869.05	80,000.00	-40,130.95	49.84%
<b>Total Income</b>	<b>24,657.73</b>	<b>23,682.75</b>	<b>151,051.31</b>	<b>260,747.00</b>	<b>-109,695.69</b>	<b>57.93%</b>
<b>Gross Profit</b>	<b>24,657.73</b>	<b>23,682.75</b>	<b>151,051.31</b>	<b>260,747.00</b>	<b>-109,695.69</b>	<b>57.93%</b>
<b>Expense</b>						
Contingency	0.00	0.00	0.00	50,000.00	-50,000.00	0.0%
Engineering	0.00	0.00	0.00	1,000.00	-1,000.00	0.0%
Audit	0.00	9,050.00	9,050.00	9,056.00	-6.00	99.93%
Bank Service Charges	0.00	0.00	52.56	100.00	-47.44	52.56%
Directors Fees	500.00	500.00	2,800.00	6,000.00	-3,200.00	46.67%
District Management Fee	3,422.95	4,370.65	19,534.95	66,000.00	-46,465.05	29.6%
Dues Fees and Subscriptions	0.00	0.00	2,910.18	3,100.00	-189.82	93.88%
Election Expense	37.50	0.00	735.70	10,000.00	-9,264.30	7.36%
Insurance Expense-Operating	0.00	0.00	12,471.00	14,840.00	-2,369.00	84.04%
Legal	0.00	690.00	5,203.00	10,000.00	-4,797.00	52.03%
Locates	0.00	0.00	0.00	1,000.00	-1,000.00	0.0%
ORC Fees-Operating	3,645.87	3,645.87	21,875.22	48,000.00	-26,124.78	45.57%
Postage and Copies-Operating	212.64	175.92	1,196.66	2,000.00	-803.34	59.83%
Chemicals and Supplies	0.00	0.00	0.00	2,000.00	-2,000.00	0.0%
Repairs and Maintenance	0.00	0.00	1,905.00	40,000.00	-38,095.00	4.76%
Utilities	687.65	593.85	4,586.97	10,000.00	-5,413.03	45.87%
Water Billing	0.00	0.00	0.00	3,000.00	-3,000.00	0.0%
Water Distribution Purchases	0.00	0.00	0.00	10,000.00	-10,000.00	0.0%
Water Shares	0.00	0.00	0.00	700.00	-700.00	0.0%
Water Testing	23.00	0.00	450.00	2,000.00	-1,550.00	22.5%
<b>Total Expense</b>	<b>8,529.61</b>	<b>19,026.29</b>	<b>82,771.24</b>	<b>288,796.00</b>	<b>-206,024.76</b>	<b>28.66%</b>
<b>Net Ordinary Income</b>	<b>16,128.12</b>	<b>4,656.46</b>	<b>68,280.07</b>	<b>-28,049.00</b>	<b>96,329.07</b>	<b>-243.43%</b>
<b>Other Income/Expense</b>						
<b>Other Income</b>						
Interest Income - Operating	0.00	0.00	0.01			
<b>Total Other Income</b>	<b>0.00</b>	<b>0.00</b>	<b>0.01</b>			
<b>Other Expense</b>						
Transfer to Debt Service Fund	7,042.43	6,760.00	45,905.57	77,463.00	-31,557.43	59.26%
<b>Total Other Expense</b>	<b>7,042.43</b>	<b>6,760.00</b>	<b>45,905.57</b>	<b>77,463.00</b>	<b>-31,557.43</b>	<b>59.26%</b>
<b>Net Other Income</b>	<b>-7,042.43</b>	<b>-6,760.00</b>	<b>-45,905.56</b>	<b>-77,463.00</b>	<b>31,557.44</b>	<b>59.26%</b>
<b>Net Income</b>	<b>9,085.69</b>	<b>-2,103.54</b>	<b>22,374.51</b>	<b>-105,512.00</b>	<b>127,886.51</b>	<b>-21.21%</b>

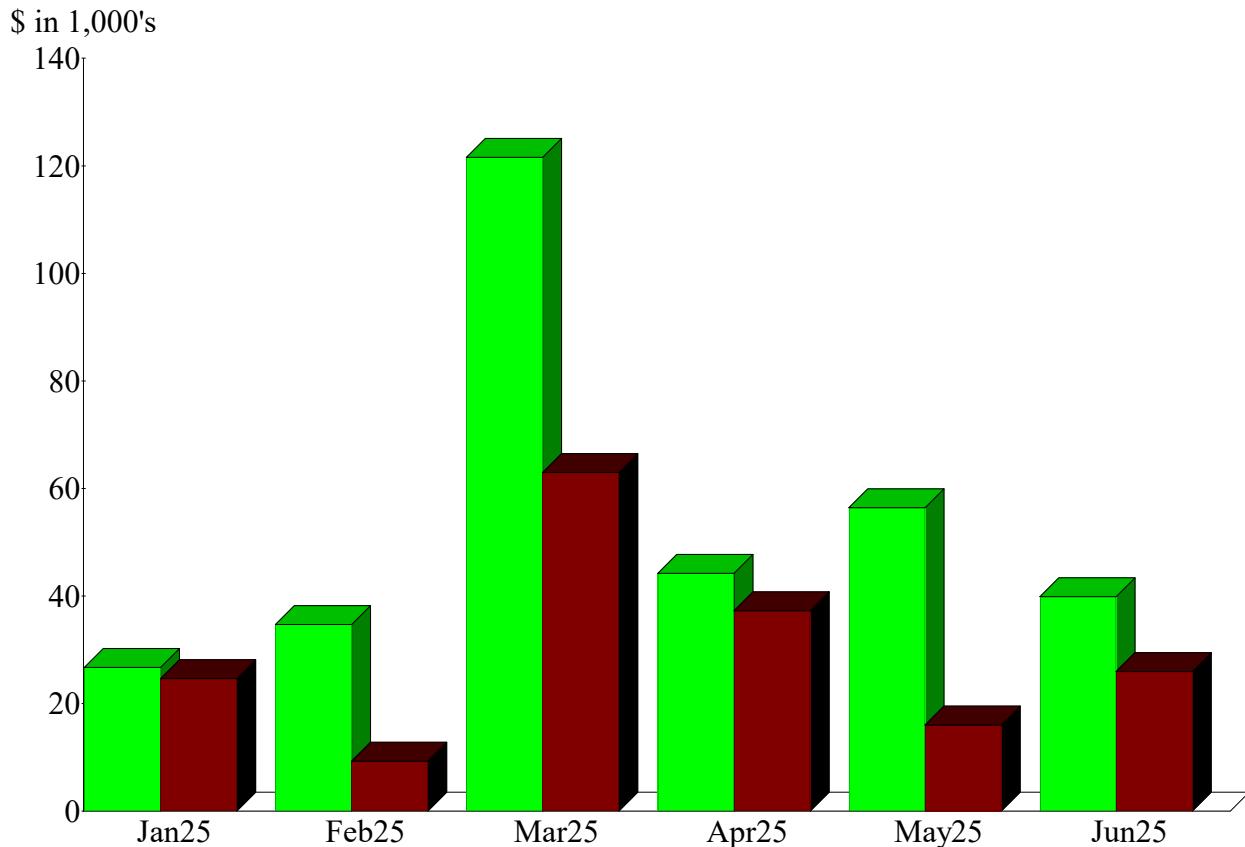
**Arabian Acres Metropolitan District  
Profit & Loss Budget vs. Actual**

January through June 2025

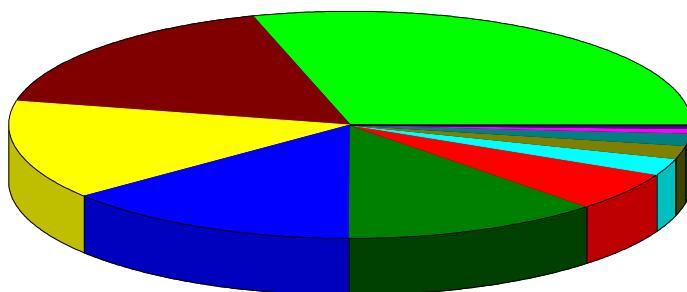
**Debt Service Fund**

	May 25	Jun 25	Jan - Jun 25	TOTAL					
				Budget	\$ Over Budget	% of Budget			
<b>Ordinary Income/Expense</b>									
<b>Income</b>									
Transfer in From General Fund	7,042.43	6,760.00	45,905.57	77,463.00	-31,557.43	59.26%			
Property Tax Revenue	15,226.18	5,959.20	96,151.08	159,900.00	-63,748.92	60.13%			
Specific Ownership Tax	1,228.00	1,441.34	6,063.20	11,193.00	-5,129.80	54.17%			
State Senior/ Veteran Funds	6,216.48	0.00	6,216.48						
<b>Total Income</b>	<b>29,713.09</b>	<b>14,160.54</b>	<b>154,336.33</b>	<b>248,556.00</b>	<b>-94,219.67</b>	<b>62.09%</b>			
<b>Gross Profit</b>	<b>29,713.09</b>	<b>14,160.54</b>	<b>154,336.33</b>	<b>248,556.00</b>	<b>-94,219.67</b>	<b>62.09%</b>			
<b>Expense</b>									
Contingency	0.00	0.00	0.00	5,000.00	-5,000.00	0.0%			
Treasurer Collection Fee	452.17	179.64	2,880.80	4,797.00	-1,916.20	60.05%			
<b>Total Expense</b>	<b>452.17</b>	<b>179.64</b>	<b>2,880.80</b>	<b>9,797.00</b>	<b>-6,916.20</b>	<b>29.41%</b>			
<b>Net Ordinary Income</b>	<b>29,260.92</b>	<b>13,980.90</b>	<b>151,455.53</b>	<b>238,759.00</b>	<b>-87,303.47</b>	<b>63.43%</b>			
<b>Other Income/Expense</b>									
<b>Other Income</b>									
Interest Income	2,034.35	2,036.19	18,119.20	5,000.00	13,119.20	362.38%			
<b>Total Other Income</b>	<b>2,034.35</b>	<b>2,036.19</b>	<b>18,119.20</b>	<b>5,000.00</b>	<b>13,119.20</b>	<b>362.38%</b>			
<b>Other Expense</b>									
CO Water Resources/Power Princ.	0.00	0.00	0.00	35,216.00	-35,216.00	0.0%			
CO Water Resource/Power Int.	0.00	0.00	2,438.21	4,832.00	-2,393.79	50.46%			
Bond Interest	0.00	0.00	18,250.00	35,000.00	-16,750.00	52.14%			
Bond Principal Payment	0.00	0.00	0.00	85,000.00	-85,000.00	0.0%			
National Rural Water Interest	11.46	9.18	89.20	103.00	-13.80	86.6%			
Interest Expense - CWCD	0.00	0.00	23,688.07	23,688.00	0.07	100.0%			
Trustee Fees	0.00	0.00	250.00	500.00	-250.00	50.0%			
<b>Total Other Expense</b>	<b>11.46</b>	<b>9.18</b>	<b>44,715.48</b>	<b>184,339.00</b>	<b>-139,623.52</b>	<b>24.26%</b>			
<b>Net Other Income</b>	<b>2,022.89</b>	<b>2,027.01</b>	<b>-26,596.28</b>	<b>-179,339.00</b>	<b>152,742.72</b>	<b>14.83%</b>			
<b>Net Income</b>	<b>31,283.81</b>	<b>16,007.91</b>	<b>124,859.25</b>	<b>59,420.00</b>	<b>65,439.25</b>	<b>210.13%</b>			

Income and Expense by Month  
January through June 2025

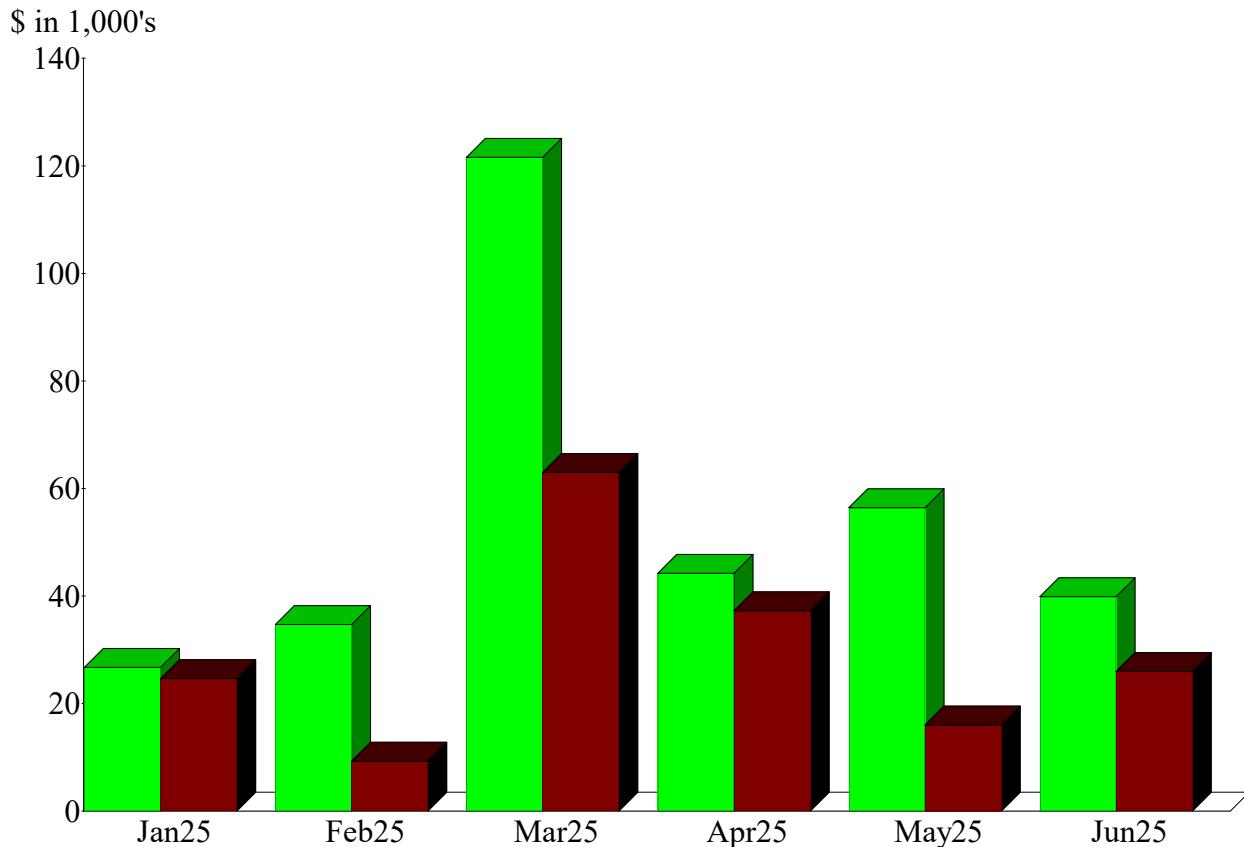


Income Summary  
January through June 2025

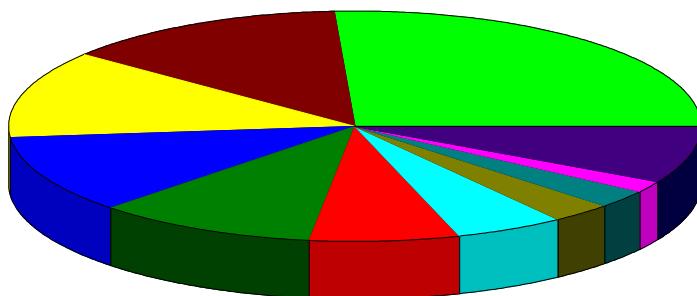


Property Tax Revenue	29.72%
Water Service Fee	17.04
Capital Improvement Fees	14.19
Transfer in From General Fund	14.19
Water Usage	12.32
Interest Income	5.60
Water Tap Fees	2.47
State Senior/ Veteran Funds	1.92
Specific Ownership Tax	1.87
Late Fee Revenue	0.66
Interest Income - Operating	0.01
Total	\$323,506.85

Income and Expense by Month  
January through June 2025



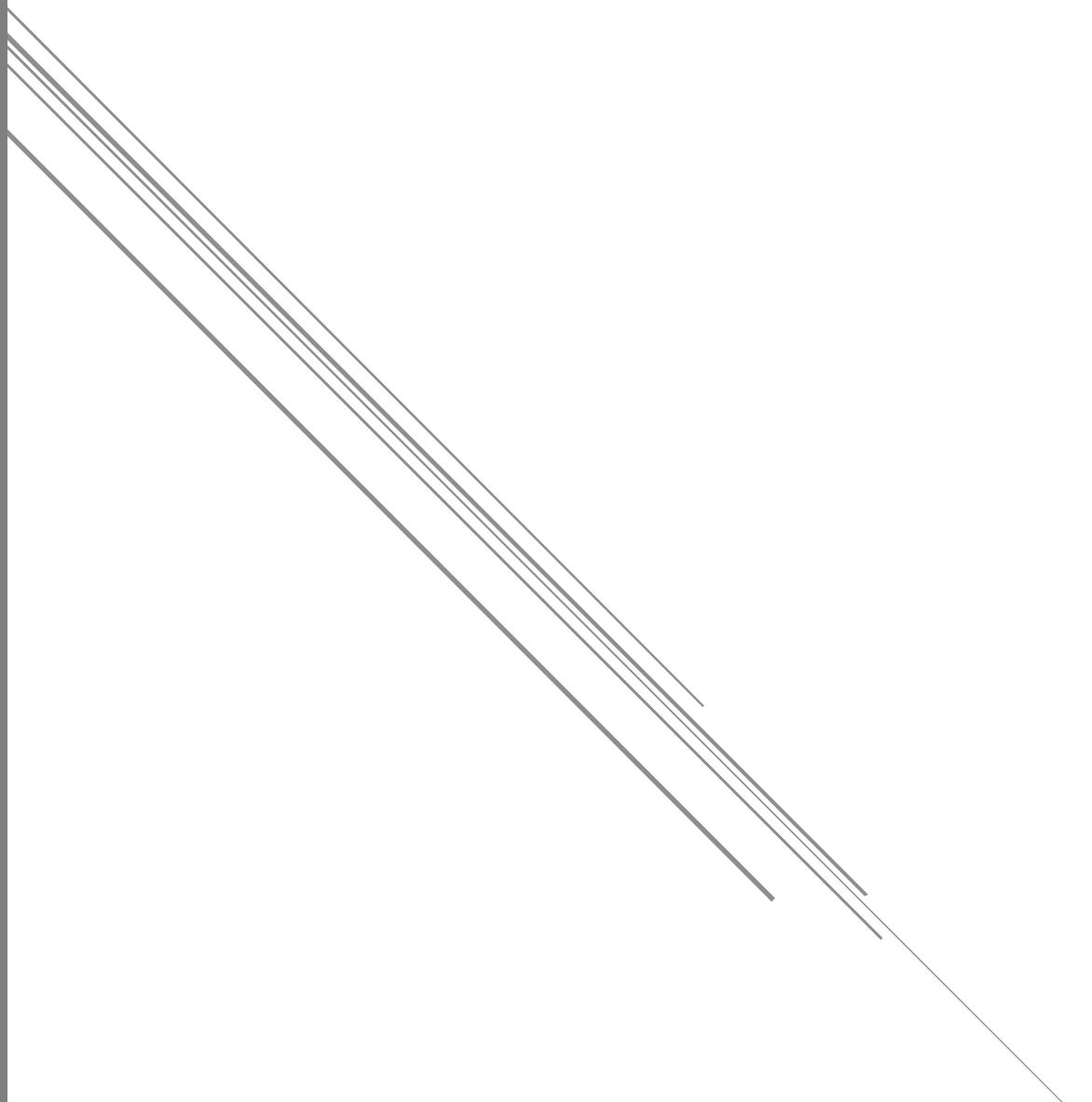
Expense Summary  
January through June 2025



Transfer to Debt Service Fund	26.04%
Interest Expense - CWCD	13.44
ORC Fees-Operating	12.41
District Management Fee	11.08
Bond Interest	10.35
Insurance Expense-Operating	7.07
Audit	5.13
Legal	2.95
Utilities	2.60
Dues Fees and Subscriptions	1.65
Other	7.26
<b>Total</b>	<b>\$176,273.09</b>

# W5DM MANAGERS

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# Arabian Acres Metropolitan District

## PAYMENT REQUEST

7/16/2025

### GENERAL FUND

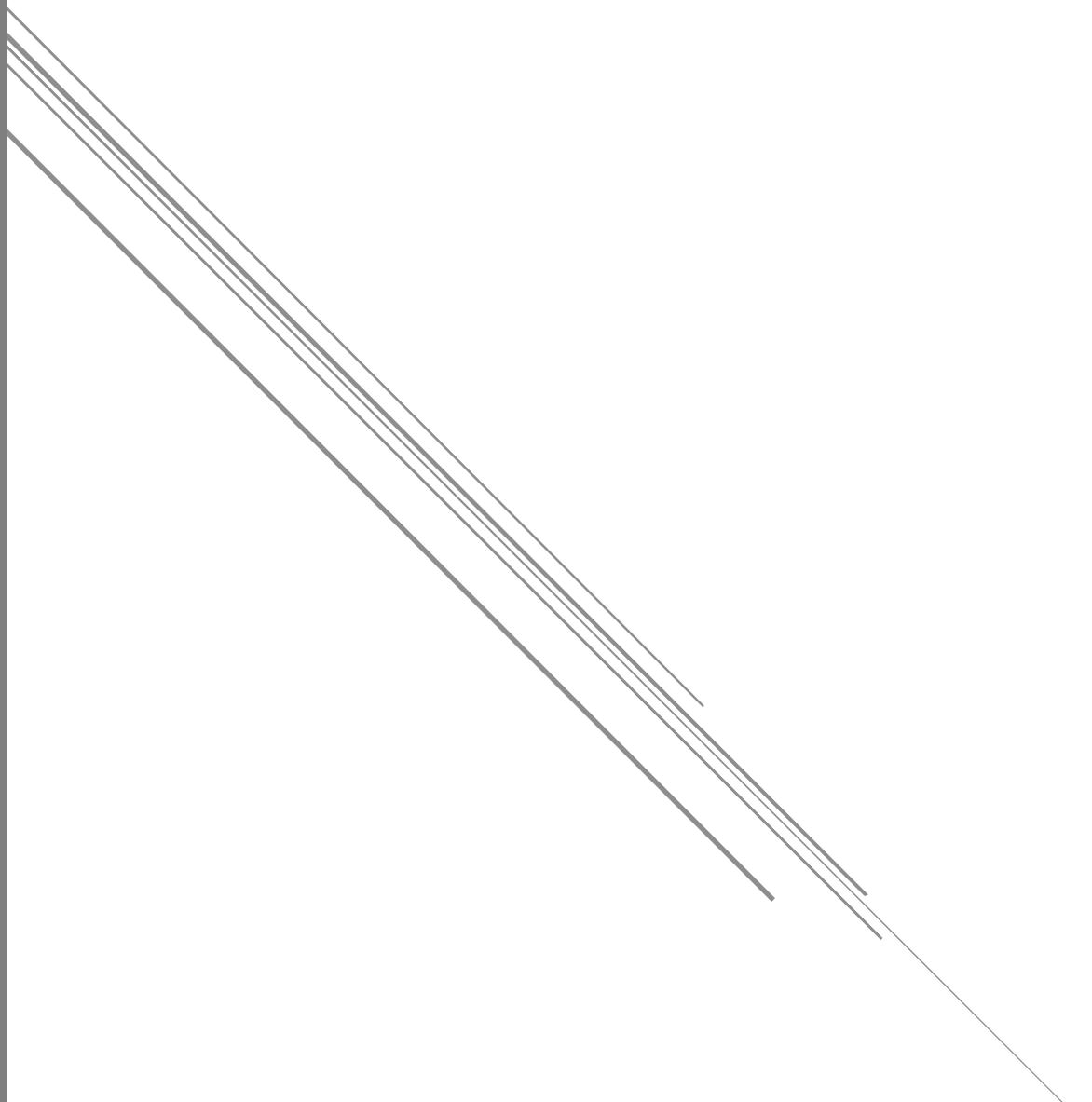
Company	Invoice	Date	Amount	Comments
Edith Coffman	071625EC	7/18/2025	\$ 100.00	
Lanny Hoel	071625LH	7/18/2025	\$ 100.00	
Elizabeth Douglas	071625ED	7/18/2025	\$ 100.00	
Jennifer Thoe	071625JT	7/18/2025	\$ 100.00	
Martin Lempecki	071625ML	7/18/2025	\$ 100.00	
BiggsKofford	120151	6/16/2025	\$ 9,050.00	
Colorado Analytical Laboratories	250619045	6/19/2025	\$ 1,223.00	
Core Electric Coop	40032202	6/23/2025	\$ 176.41	ACH
Core Electric Coop	40045402	6/23/2025	\$ 96.43	ACH
Core Electric Coop	40299901	6/23/2025	\$ 69.47	ACH
Core Electric Coop	43071702	6/23/2025	\$ 17.20	ACH
Core Electric Coop	43183502	6/23/2025	\$ 228.14	ACH
J.A. Excavation & Septic's LLC	63025	6/30/2025	\$ 3,350.00	Paid by the 15th
J.A. Excavation & Septic's LLC	63025-1	6/30/2025	\$ 295.87	Paid by the 15th
Mailing Services Inc	20604	6/12/2025	\$ 133.49	
Mailing Services Inc	20677	7/10/2025	\$ 132.11	
National Rural Water Association	70125	7/1/2025	\$ 924.10	
Susemihl, McDermott & Downie	37316	6/30/2025	\$ 690.00	
UNCC	225060060	6/30/2025	\$ 6.20	
WSDM Managers	851	6/30/2025	\$ 4,413.08	
<b>TOTAL</b>			<b>\$ 21,305.50</b>	

Director \_\_\_\_\_

ECB Checking Before Withdraw	\$	405,593.76
Payable's	\$	21,305.50
After Withdraw	\$	<b>384,288.26</b>

# W5DM MANAGERS

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Control Building Usage				
Month	A	B	Sold to Residents	Percentage (Loss)
January	332,600	155,700	341,407	30.08%
February	281,150	78,950	356,823	0.91%
March	330,300	74,250	325,490	19.54%
April	314,750	69,450	335,492	12.68%
May	303,800	67,350	349,558	5.82%
June	322,650	70,800	404,148	-2.72%
July				#DIV/0!
August				#DIV/0!
September				#DIV/0!
October				#DIV/0!
November				#DIV/0!
December				#DIV/0!
<b>YTD TOTAL</b>	<b>1,885,250</b>	<b>516,500</b>	<b>2,112,918</b>	<b>12.03%</b>

