



REGULAR BOARD MEETING AGENDA AND NOTICE

WEDNESDAY, October 16, 2024 – 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

Board of Director	Title	Term
Elizabeth Douglass	President	May 2027
Lanny Hoel	Secretary	May 2027
Martin Lempecki	Treasurer	May 2025
Edith Coffman	Assistant Secretary	May 2027
Jennifer Thoe	Assistant Secretary	May 2025

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, October 16, 2024, 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 September 18, 2024, (enclosed)

2) FINANCIAL MATTERS

- a) Review of Billing and Collection Status
- b) Review and accept September 30, 2024, Unaudited Financial Status (enclosed)
- c) Review and Approve the Payment of Claims (enclosed)
- d) Review Draft 2025 Budget (under separate cover)

3) MANAGEMENT MATTERS

- a) Discuss RFP status for next year work

4) OPERATIONS

- a) ORC Report
- b) Water Loss Data Report

5) PUBLIC COMMENT - Comments will be limited to 3 minutes. Please remain respectful of the Board of Directors as well as of your fellow residents.

6) ADJOURNMENT

- a) THE NEXT REGULARLY SCHEDULED MEETING IS SCHEDULED FOR NOVEMBER 20, 2024, AT 5:30 PM – ANNUAL TOWN HALL & BUDGET HEARING





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

September 18, 2024, at 5:30 P.M.

Via Telephone and Video Conference Call

In attendance were Directors:

Edith Coffman
Elizabeth Douglass
Lanny Hoel
Martin Lempecki
Jennifer Thoe

Also in attendance were:

Rebecca Harris, WSDM District Managers
Amber Hardekopf, WSDM District Managers
Elric Winterer, Resident

1. ADMINISTRATIVE MATTERS

- a. Call to Order & Declaration of Quorum: President Douglass called the meeting to order at 5:30 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: Director Lempecki moved to approve the Agenda as presented; seconded by Director Hoel. Motion passed unanimously.
- d. Consider Approval of Meeting Minutes from August 21, 2024: Director Coffman wanted to clarify the past due balance with Legal Counsels office. Ms. Harris confirmed she has not had the time to review this. After discussion Director Lempecki moved to approve the August 21, 2024 Minutes as written; seconded by Director Thoe. Motion passed with a vote 4 to 1, with Director Coffman against.

2. FINANCIAL MATTERS

- a. Review of Billing and Collection Status: Ms. Harris presented the billing and collection status.
- b. Review and Accept the August 31, 2024 Unaudited Financial Status: Ms. Harris presented the August 31, 2024 Unaudited Financial status. After review, President Douglass moved to accept the August 31, 2024 Unaudited Financial status; seconded by Director Lempecki. Motion passed unanimously.
- c. Review and Approve the Payment of Claims: Ms. Harris presented the Payment of Claims. Director Coffman noted she would like to make sure Mr. Willow's invoice is still included in the packet. Ms. Harris confirmed she will make sure that is presented moving forward. After review, Director Coffman moved to approve the Payment of Claims; seconded by Director Lempecki. Motion passed unanimously.

3. MANAGEMENT MATTERS

- a. Discuss 481 Trout Haven Tap: Ms. Harris informed the board that the property owner requested the District cover costs for the fees associated with the Tap. After further discussion between Ms. Harris and Mr. Willow, Ms. Harris notified the District was going to cover any costs as damages caused were by their excavator.

President Douglass inquired about the signs for advertising freezing. Ms. Harris confirmed it was an error in ordering and WSDM will be replacing them with proper metal signs.

4. OPERATIONS

- a. ORC Report: Mr. Willow presented the ORC Report.
- b. Water Loss Data Report: Ms. Harris presented the water loss data report and noted that the August water loss is at 33%, which is in line with us having a leak in the system.

5. PUBLIC COMMENT:

Mr. Winterer wanted to thank the Board and have a moment of silence for the passing of Mr. Rupp. The Board took a pause.

- 6. ADJOURNMENT:** Director Lempecki moved to adjourn the meeting at 6:30 p.m., seconded by Director Coffman. The motion passed unanimously.

Respectfully Submitted,
WSDM District Managers

By: Recording Secretary

THESE MINUTES ARE APPROVED AS THE OFFICIAL SEPTEMBER 18, 2024,
REGULAR MEETING MINUTES OF THE ARABIAN ACRES METROPOLITAN DISTRICT
BY THE BOARD OF DIRECTORS SIGNING BELOW:

Edith Coffman

Elizabeth Douglass

Lanny Hoel

Martin Lempecki

Jennifer Thoe



Arabian Acres Metropolitan District

Balance Sheet

10/10/24

As of September 30, 2024

Accrual Basis

	Sep 30, 24
ASSETS	
Current Assets	
Checking/Savings	
ECB Checking	
Capital Improvement Reserve	42,789.84
ECB Checking - Other	332,811.31
Total ECB Checking	375,601.15
2-1000 · COLOTRUST 4001	264,793.52
2-1020 · COLOTRUST Reserve 8002	35,704.70
3-1000 · COLOTRUST-Capital Reserve 8003	265,161.10
Vectra Bank CD	252,030.74
Total Checking/Savings	1,193,291.21
Accounts Receivable	
1-1200 · Accounts Receivable	11,313.15
Total Accounts Receivable	11,313.15
Other Current Assets	
1-1300 · Property Tax Receivable	6,574.75
Total Other Current Assets	6,574.75
Total Current Assets	1,211,179.11
Fixed Assets	
1-1850 · Construction in Progress	2,515,552.23
Total Fixed Assets	2,515,552.23
Other Assets	
3-1500 · Capital Assets	1,263,742.90
3-1520 · Equipment	702,641.49
3-1540 · Land	101,000.00
3-1560 · Water Rights	172,588.00
3-1590 · Accumulated Depreciation	-662,147.00
Total Other Assets	1,577,825.39
TOTAL ASSETS	5,304,556.73
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
1-2000 · Accounts Payable	20,807.35
Total Accounts Payable	20,807.35
Other Current Liabilities	
1-2020 · Accrued Interest	7,427.30
2-2200 · Deferred Revenue-Property Taxes	6,574.75
Total Other Current Liabilities	14,002.05
Total Current Liabilities	34,809.40
Long Term Liabilities	
DWRP 1.5 Million Loan	992,825.22
2-2400 · 2007 Bonds Payable	815,000.00
2-2440 · Natural Rural Water	10,911.08
3-4090 · CWCB Meter Loan 400K	154,568.42
Total Long Term Liabilities	1,973,304.72
Total Liabilities	2,008,114.12

11:58 AM

Arabian Acres Metropolitan District

10/10/24

Balance Sheet

Accrual Basis

As of September 30, 2024

	<u>Sep 30, 24</u>
Equity	
30000 · Opening Balance Equity	215,933.51
32000 · Retained Earnings	2,836,378.30
Net Income	244,130.80
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Total Equity	3,296,442.61
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TOTAL LIABILITIES & EQUITY	5,304,556.73
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Arabian Acres Metropolitan District

Profit & Loss Budget vs. Actual

January through September 2024

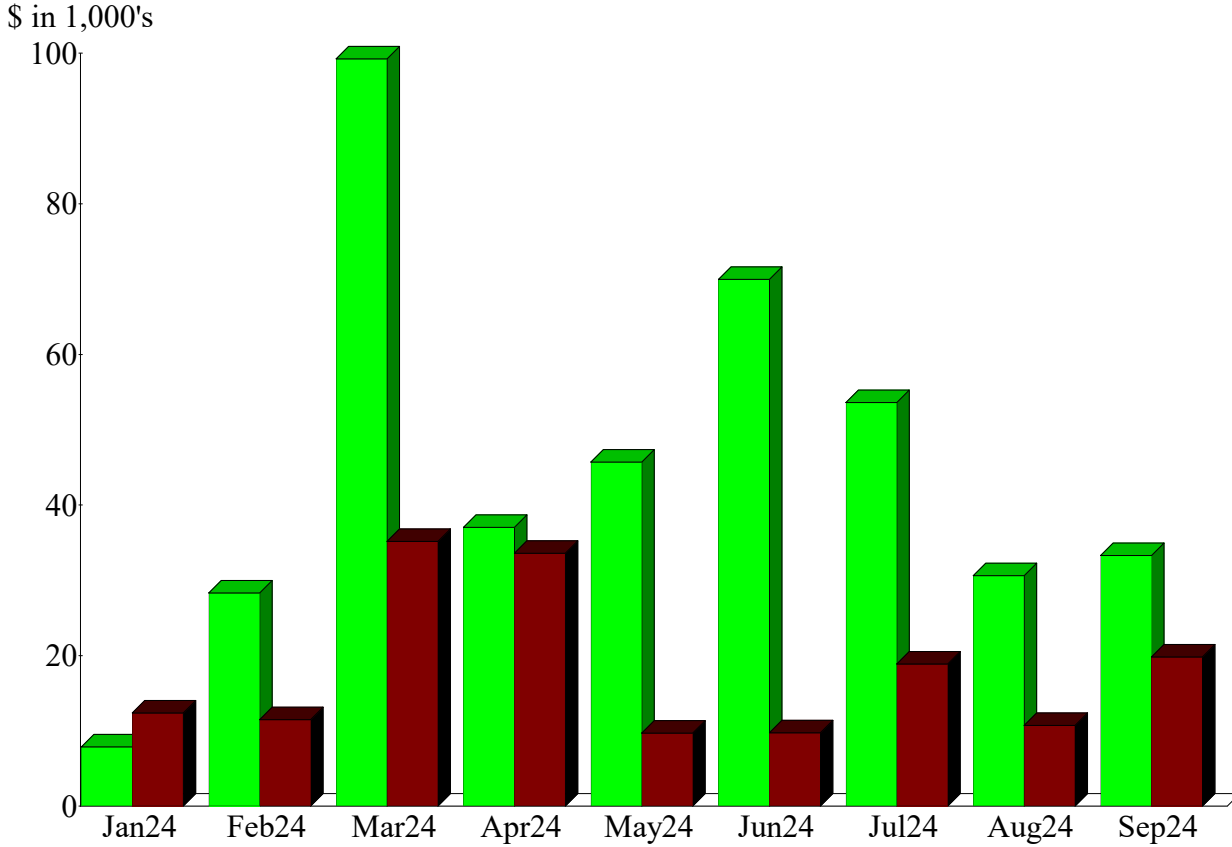
	TOTAL					
	Aug 24	Sep 24	Jan - Sep 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense						
Income						
1-4000 · Capital Improvement Fees	7,664.94	8,759.46	80,358.32	110,000.00	-29,641.68	73.05%
1-4030 · Late Fee Revenue	328.39	353.57	2,730.00			
1-4050 · Water Service Fee	8,785.63	9,761.76	63,718.69	100,000.00	-36,281.31	63.72%
1-4070 · Water Tap Fees	0.00	0.00	8,000.00	0.00	8,000.00	100.0%
1-4080 · Water Usage	5,066.19	8,845.26	62,185.55	80,000.00	-17,814.45	77.73%
1-4090 · Trout Haven Exclusion Deposits	0.00	0.00	-2,414.19			
2-4400 · Property Tax Revenue	2,918.49	1,774.30	151,864.02	157,184.00	-5,319.98	96.62%
2-4450 · Specific Ownership Tax	1,308.06	1,312.49	10,310.68	11,003.00	-692.32	93.71%
2-4460 · Restitution	16.77	16.77	150.93			
2-4470 · State Senior/ Veteran Funds	0.00	0.00	5,723.25			
3-4000 · Grant Funds	0.00	0.00	1,160.00			
Total Income	26,088.47	30,823.61	383,787.25	458,187.00	-74,399.75	83.76%
Gross Profit	26,088.47	30,823.61	383,787.25	458,187.00	-74,399.75	83.76%
Expense						
1-6110 · Audit	0.00	0.00	8,625.00	8,625.00	0.00	100.0%
1-6020 · Bank Service Charges	0.00	0.00	27.00	100.00	-73.00	27.0%
1-6120 · Directors Fees	500.00	500.00	3,800.00	6,000.00	-2,200.00	63.33%
1-6050 · District Management-Operating	4,673.35	3,534.43	38,306.94	56,000.00	-17,693.06	68.41%
1-6060 · Dues Fees and Subscriptions	675.05	0.00	3,556.67	3,000.00	556.67	118.56%
1-6065 · Engineering O&M	0.00	0.00	0.00	1,000.00	-1,000.00	0.0%
1-6080 · Insurance Expense-Operating	0.00	0.00	0.00	14,000.00	-14,000.00	0.0%
1-6130 · Legal						
1-6135 · Trout Haven Exclusions	0.00	0.00	916.47			
1-6130 · Legal - Other	0.00	2,526.95	3,783.70	10,000.00	-6,216.30	37.84%
Total 1-6130 · Legal	0.00	2,526.95	4,700.17	10,000.00	-5,299.83	47.0%
Locates	0.00	0.00	0.00	1,000.00	-1,000.00	0.0%
1-6180 · ORC Fees-Operating	3,645.87	3,645.87	31,645.38	48,000.00	-16,354.62	65.93%
1-6100 · Postage and Copies-Operating	247.39	248.56	1,897.44	2,000.00	-102.56	94.87%
1-6170 · Chemicals and Supplies	0.00	0.00	0.00	2,000.00	-2,000.00	0.0%
1-6190 · Repairs and Maintenance	121.82	8,507.03	9,942.08	40,000.00	-30,057.92	24.86%
1-6210 · Utilities	729.95	437.06	6,196.62	12,000.00	-5,803.38	51.64%
1-6150 · Water Billing	0.00	0.00	0.00	10,000.00	-10,000.00	0.0%
1-6220 · 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	600.00	-600.00	0.0%
1-6230 · Water Testing	21.00	335.00	1,118.40	4,000.00	-2,881.60	27.96%
2-6240 · Treasurer Collection Fee	89.80	55.29	4,561.09	4,716.00	-154.91	96.72%
Total Expense	10,704.23	19,790.19	114,376.79	233,041.00	-118,664.21	49.08%
Net Ordinary Income	15,384.24	11,033.42	269,410.46	225,146.00	44,264.46	119.66%

Arabian Acres Metropolitan District Profit & Loss Budget vs. Actual January through September 2024

	Aug 24	Sep 24	Jan - Sep 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense						
Other Income/Expense						
Other Income						
2-7000 · Interest Income	4,535.08	2,462.50	21,904.69			
Total Other Income	4,535.08	2,462.50	21,904.69			
Other Expense						
2-8000 · Bond Interest	0.00	0.00	20,375.00	40,750.00	-20,375.00	50.0%
2-8001 · Bond Principal Payment	0.00	0.00	0.00	85,000.00	-85,000.00	0.0%
2-8050 · National Rural Water Interest	31.75	29.51	345.47	367.00	-21.53	94.13%
2-8051 · Interest Expense	0.00	0.00	2,525.81	5,008.00	-2,482.19	50.44%
2-8055 · Interest Expense - CWCD	0.00	0.00	23,688.07	23,688.00	0.07	100.0%
2-8080 · Trustee Fees	0.00	0.00	250.00	500.00	-250.00	50.0%
Total Other Expense	31.75	29.51	47,184.35	155,313.00	-108,128.65	30.38%
Net Other Income	4,503.33	2,432.99	-25,279.66	-155,313.00	130,033.34	16.28%
Net Income	19,887.57	13,466.41	244,130.80	69,833.00	174,297.80	349.59%

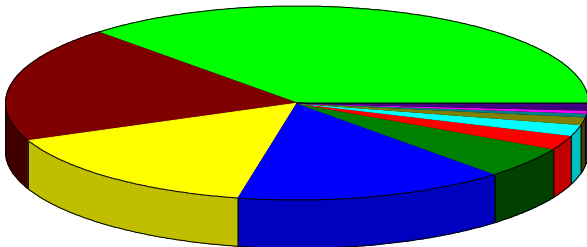
Income and Expense by Month
January through September 2024

Income
Expense



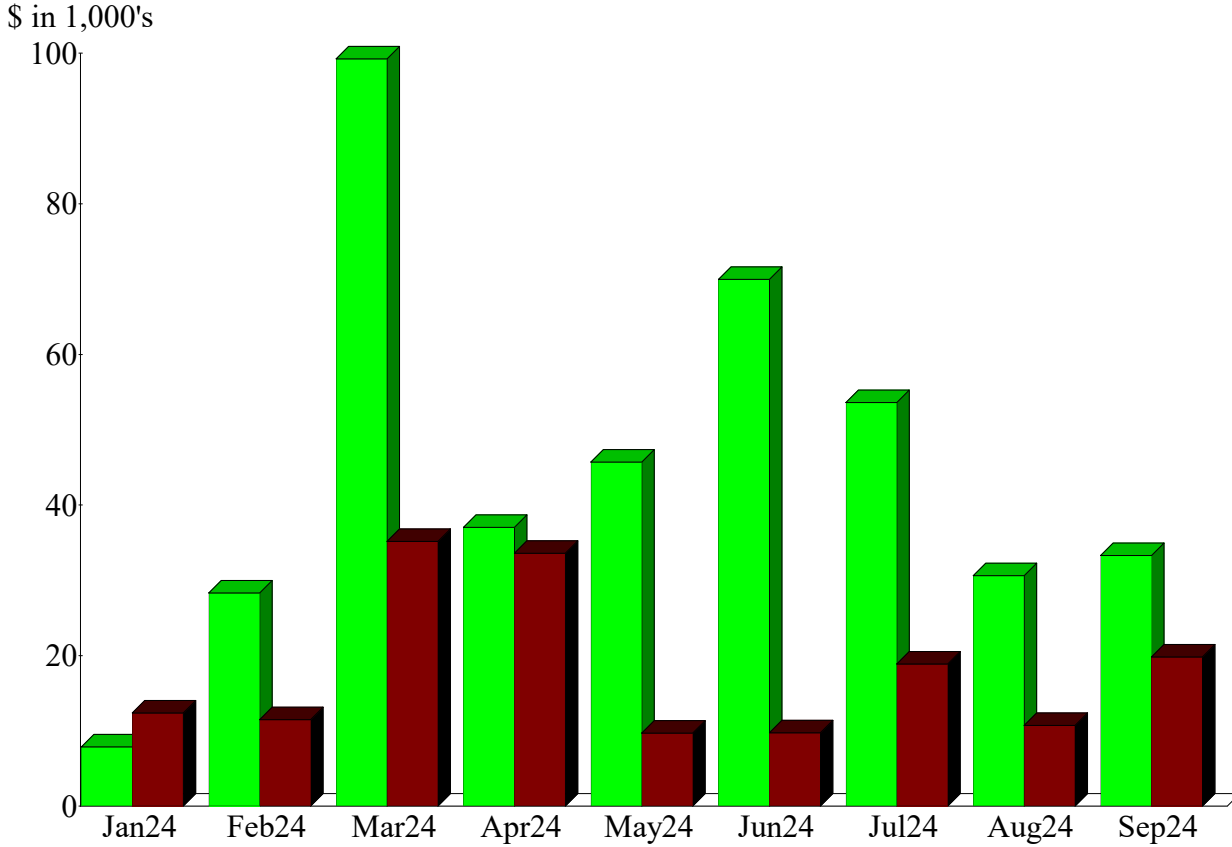
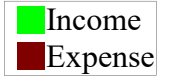
Income Summary
January through September 2024

2-4400 · Property Tax Revenue	37.21%
1-4000 · Capital Improvement Fees	19.69
1-4050 · Water Service Fee	15.61
1-4080 · Water Usage	15.24
2-7000 · Interest Income	5.37
2-4450 · Specific Ownership Tax	2.53
1-4070 · Water Tap Fees	1.96
2-4470 · State Senior/ Veteran Funds	1.40
1-4030 · Late Fee Revenue	0.67
1-4090 · Trout Haven Exclusion Depos	\$-2,414.19
Other	0.32
Sub-Total	\$405,691.94



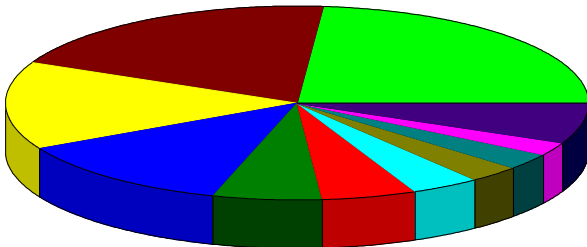
By Account

Income and Expense by Month
January through September 2024



Expense Summary
January through September 2024

1-6050 · District Management-Operating	23.71%
1-6180 · ORC Fees-Operating	19.59
2-8055 · Interest Expense - CWCD	14.66
2-8000 · Bond Interest	12.61
1-6190 · Repairs and Maintenance	6.15
1-6110 · Audit	5.34
1-6210 · Utilities	3.84
1-6130 · Legal	2.91
2-6240 · Treasurer Collection Fee	2.82
1-6120 · Directors Fees	2.35
Other	6.02
Total	\$161,561.14



By Account



Arabian Acres Metropolitan District

PAYMENT REQUEST

10/16/2024

GENERAL FUND

Company	Invoice	Date	Amount	Comments
Edith Coffman	101624EC	10/16/2024	\$ 100.00	
Lanny Hoel	101624LH	10/16/2024	\$ 100.00	
Elizabeth Douglas	101624ED	10/16/2024	\$ 100.00	
Jennifer Shepard	101624JS	10/16/2024	\$ 100.00	
Martin Lempecki	101624ML	10/16/2024	\$ 100.00	
Black Mountain Pump Service	9739	9/20/2024	\$ 4,424.16	
Capital One	100824	10/8/2024	\$ 238.63	
Core Electric Coop	40032202	9/24/2024	\$ 147.92	ACH
Core Electric Coop	40045402	9/24/2024	\$ 98.35	ACH
Core Electric Coop	40299901	9/24/2024	\$ 102.62	ACH
Core Electric Coop	43071702	9/24/2024	\$ 16.70	ACH
Core Electric Coop	43183502	9/24/2024	\$ 295.65	ACH
Dana Kepner Company	1605374-00	9/30/2024	\$ 3,482.00	
El Paso County Public Health	EHS202120056	8/31/2024	\$ 21.00	
J.A. Excavation & Septic's LLC	93024	9/30/2024	\$ 3,200.00	Paid by the 15th
J.A. Excavation & Septic's LLC	93024-1	9/30/2024	\$ 445.87	Paid by the 15th
K&A Excavating	AAWD1024	10/13/2024	\$ 6,750.00	
Mailing Services Inc	19742	9/11/2024	\$ 189.01	
Mountain Mutual Reservoir Company	25125	8/1/2024	\$ 553.00	
National Rural Water Association	110124	10/15/2024	\$ 924.10	
QDC Ranch Services, LLC	2242	9/16/2024	\$ 535.00	
Susemihl, McDermott & Downie	36134	4/30/2024	\$ 4,496.30	
Susemihl, McDermott & Downie	36538	9/30/2024	\$ 2,526.95	
WSDM District Manager	435	9/30/2024	\$ 3,593.98	
TOTAL			\$ 32,541.24	

DEBT SERVICE FUND

Company	Invoice	Date	Amount	Comments
Colorado Water Resources & Power	100124	10/1/2024	\$ 20,024.35	Must be paid by wire
TOTAL			\$ 20,024.35	

Director _____

\$ 52,565.59

ECB Checking Before Withdraw	\$ 380,075.64
Payable's	\$ 52,565.59
After Withdraw	\$ 327,510.05



Control Building Usage

Month	A	B	Sold to Residents	Percentage (Loss)
January	320,850	40,900	317,563	12.21%
February	316,300	43,950	366,960	-1.86%
March	353,450	47,600	367,989	8.24%
April	346,750	52,450	377,004	5.56%
May	459,200	72,750	353,249	33.59%
June	398,850	59,650	400,578	12.63%
July	489,950	89,450	320,162	44.74%
August	505,750	78,100	389,845	33.23%
September	298,770	156,430	422,449	7.19%
October				#DIV/0!
November				#DIV/0!
December				#DIV/0!

