



**MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING
ARABIAN ACRES METROPOLITAN DISTRICT
Wednesday, July 16, 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 July 16, 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
Lynn Willow	Water Operator
Andrea Grunther	Member of the Public
Elric Winterer	Member of the Public
Mike Smith	Member of the Pubic

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; seconded by Director Lempecki. Motion passed unanimously.
- d. Consider Approval of Meeting Minutes from June 25, 2025: After the discussion, Director Lempecki moved to approve the Regular Board Meeting from June 25, 2025; seconded by President Douglass. Motion passed unanimously.

2. FINANCIAL MATTERS

- a. Review of Billing and Collection Status: Ms. Harris presented the billing, collection, status and shut-offs. No shut offs occurred.
- b. Review and Accept the June 30, 2025, Unaudited Financial Status: Mrs. Harris presented the June 30, 2025, Unaudited Financial status. Director Hoel joined the meeting at 5:35 pm. After review, Director Lempecki moved to accept the Unaudited Financial status as presented; seconded by Director Coffman. Motion passed unanimously.
- c. Review and Approve the Payment of Claims through July 16, 2025: Mrs. Harris presented the Payment of Claims. After review, Director Lempecki moved to approve the Payment of



Claims through July 16, 2025, as presented; seconded by Director Thoe. Motion passed unanimously.

- d. Review and consider acceptance of the 2024 Audit Presentation and Management Representation Letter: Ms. Harris presented the 2024 Audit noting the update in interest earned on the CD account. After discussion and review Director Lempecki moved to accept the 2024 Audit and Management Representation Letter as presented seconded by President Douglass.

3. REVIEW ANND DISCUSS POND #2 DAM

Mr. Willow discussed the meeting with Mr. Smith property owner where Pond #2 is located. Mr. Smith reviewed the inspection report for the dam and pond condition, noting there is a detected leak at the dam over flow. After discussion the Board agreed to the Metropolitan District sharing costs of the repairs needed to be performed after Mr. Smith can get a cost estimate with an engineer. The Board discussed what the cost share split may look like and decided to table any decision until Mr. Smith has an engineer cost estimate.

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. Mr. Willow highlighted the concerns around the water leak at Control Building A. It has been repaired and he has performed flushing on the lines to help clear out any discoloration caused.
- b. Water Loss Data Report: Mrs. Harris Presented the water loss data report.

7. PUBLIC COMMENT:

Mr. Winterer commented how great Lynn is by performing so much work that is saving the district thousands of dollars. He also agrees with the Boards discussion and review of Pond #2 but wished there was a way to track that water loss in the pond.

Ms. Grunther asked for clarification if the District only has the one water tank. Mr. Willow confirmed that district has only 1 tank.

- 8. ADJOURNMENT:** President Douglass moved to adjourn the meeting at 6:47 p.m., seconded by Director Thoe. The motion passed unanimously.



Rebecca Harris

Submitted by: Recording Secretary

THESE MINUTES ARE APPROVED AS THE OFFICIAL JULY 16, 2025, REGULAR MEETING MINUTES OF THE ARABIAN ACRES METROPOLITAN DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

Edith Coffman

Edith Coffman (Aug 23, 2025 05:07:41 MDT)

Edith Coffman

Elm

Elizabeth Douglass (Aug 21, 2025 17:25:15 MDT)

Elizabeth Douglass

Lanny Hoel

Martin Lempecki

Jennifer Thoe

Jennifer Thoe (Aug 21, 2025 10:06:58 MDT)

Jennifer Thoe