



ARABIAN ACRES METROPOLITAN DISTRICT
c/o Walker Schooler District Managers
614 N. Tejon St.
Colorado Springs, CO 80903

**REGULAR BOARD MEETING
AGENDA AND NOTICE
WEDNESDAY, JANUARY 19, 2022
5:30 PM**

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

<https://global.gotomeeting.com/join/800588117>

You can also dial in using your phone.

United States: [+1 \(872\) 240-3212](tel:+18722403212)

Access Code: 800-588-117

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, January 19, 2022 at 5:30 p.m. via tele/videoconference for the purpose of addressing those matters in the Agenda set forth below.

Board of Directors / Term Expires

Allan Brown, 2022

Stan Claassen, 2022

Edith Coffman, 2023

Elizabeth Douglass, 2023

Lanny Hoel, 2023

Lynn Willow, ORC

Kevin Walker, WSDM

Rebecca Hardekopf, WSDM

Kristina Kulick, WSDM

Jason Downie, District Counsel

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 December 22, 2021.

2) FINANCIAL MATTERS

- a) Review of Billing and Collection Status
- b) Review and Accept the December 31, 2021 Unaudited Financial Status
- c) Review and Approve the Payment of Claims

3) MANAGEMENT MATTERS

- a) Update on Exclusion Process with Teller County
 - i) New exclusion petitions
- b) Discussion of Rules and Regulation modification regarding leaks
- c) Capital Improvements Discussion

4) LEGAL MATTERS

- a) Election update

5) OPERATIONS

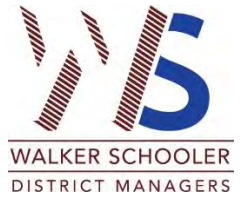
- a) ORC Report

6) PUBLIC COMMENT

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

7) ADJOURNMENT

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



Arabian Acres Metropolitan District

01/12/22

Balance Sheet

Accrual Basis

As of December 31, 2021

	Dec 31, 21
ASSETS	
Current Assets	
Checking/Savings	
ECB Checking	358,827.90
2-1000 · COLOTRUST 4001	47,035.65
2-1020 · COLOTRUST Reserve 8002	31,984.13
3-1000 · COLOTRUST-Capital Reserve 8003	237,530.63
Total Checking/Savings	675,378.31
Accounts Receivable	
1-1200 · Accounts Receivable	31,069.15
Total Accounts Receivable	31,069.15
Other Current Assets	
1-1210 · Accounts Receivable County	871.43
Total Other Current Assets	871.43
Total Current Assets	707,318.89
Fixed Assets	
1-1850 · Construction in Progress	2,400,793.62
Total Fixed Assets	2,400,793.62
Other Assets	
3-1500 · Capital Assets	1,263,742.90
3-1520 · Equipment	702,640.55
3-1540 · Land	101,000.00
3-1560 · Water Rights	172,588.00
3-1590 · Accumulated Depreciation	-514,745.00
Total Other Assets	1,725,226.45
TOTAL ASSETS	4,833,338.96
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
1-2000 · Accounts Payable	10,831.66
Total Accounts Payable	10,831.66
Other Current Liabilities	
1-2050 · Retainage Payable	107,100.00
1-2020 · Accrued Interest	9,885.30
Total Other Current Liabilities	116,985.30
Total Current Liabilities	127,816.96
Long Term Liabilities	
DWRP 1.5 Million Loan	1,079,882.63
2-2400 · 2007 Bonds Payable	970,000.00
2-2440 · Natural Rural Water	36,777.52
3-4090 · CWCB Meter Loan 400K	194,739.20
Total Long Term Liabilities	2,281,399.35
Total Liabilities	2,409,216.31

2:25 PM

Arabian Acres Metropolitan District

01/12/22

Balance Sheet

Accrual Basis

As of December 31, 2021

	Dec 31, 21
Equity	
30000 · Opening Balance Equity	215,933.51
32000 · Retained Earnings	2,074,155.60
Net Income	134,033.54
Total Equity	2,424,122.65
TOTAL LIABILITIES & EQUITY	4,833,338.96

Arabian Acres Metropolitan District

Profit & Loss Budget vs. Actual

January through December 2021

	TOTAL				
	Dec 21	Jan - Dec 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense					
Income					
1-4000 · Capital Improvement Fees	11,323.79	107,016.70	120,000.00	-12,983.30	89.18%
1-4030 · Late Fee Revenue	361.10	2,446.10	0.00	2,446.10	100.0%
1-4050 · Water Service Fee	12,085.78	107,908.69	107,503.00	405.69	100.38%
1-4070 · Water Tap Fees	0.00	8,000.00	0.00	8,000.00	100.0%
1-4080 · Water Usage	-3,152.78	82,867.26	80,000.00	2,867.26	103.58%
1-4090 · Trout Haven Exclusion Deposits	0.00	8,400.00	0.00	8,400.00	100.0%
2-4400 · Property Tax Revenue	221.52	117,682.32	122,843.28	-5,160.96	95.8%
2-4450 · Specific Ownership Tax	1,860.19	13,474.91	8,599.03	4,875.88	156.7%
2-4460 · Restitution	16.77	220.08	0.00	220.08	100.0%
2-4470 · State Senior/ Veteran Funds	0.00	6,507.19	0.00	6,507.19	100.0%
3-4000 · Grant Funds					
3-4110 · DOLA Grant \$1 Million	0.00	166,133.34	0.00	166,133.34	100.0%
3-4000 · Grant Funds - Other	0.00	0.00	0.00	0.00	0.0%
Total 3-4000 · Grant Funds	0.00	166,133.34	0.00	166,133.34	100.0%
Total Income	22,716.37	620,656.59	438,945.31	181,711.28	141.4%
Gross Profit	22,716.37	620,656.59	438,945.31	181,711.28	141.4%
Expense					
1-6020 · Bank Service Charges	0.00	7.00	300.00	-293.00	2.33%
1-6050 · District Management-Operating	3,908.37	46,900.44	43,000.00	3,900.44	109.07%
1-6060 · Dues Fees and Subscriptions	13.20	1,704.47	2,500.00	-795.53	68.18%
1-6065 · Engineering O&M	0.00	2,357.25	3,000.00	-642.75	78.58%
1-6080 · Insurance Expense-Operating	12,766.00	14,838.00	8,000.00	6,838.00	185.48%
1-6090 · Office Supplies	0.00	0.00	200.00	-200.00	0.0%
1-6100 · Postage and Copies-Operating	0.00	2,889.94	2,000.00	889.94	144.5%
1-6110 · Audit	0.00	7,100.00	8,000.00	-900.00	88.75%
1-6120 · Directors Fees	500.00	7,000.00	7,500.00	-500.00	93.33%
1-6130 · Legal					
1-6135 · Trout Haven Exclusions	0.00	1,768.25	0.00	1,768.25	100.0%
1-6130 · Legal - Other	0.00	2,613.75	15,000.00	-12,386.25	17.43%
Total 1-6130 · Legal	0.00	4,382.00	15,000.00	-10,618.00	29.21%
1-6150 · Water Billing	675.00	8,100.00	8,000.00	100.00	101.25%
1-6160 · Other Expense	11.94	1,272.38	0.00	1,272.38	100.0%
1-6170 · Chemicals and Supplies	0.00	693.88	2,000.00	-1,306.12	34.69%
1-6180 · ORC Fees-Operating	3,307.50	40,800.00	48,000.00	-7,200.00	85.0%
1-6190 · Repairs and Maintenance	2,588.97	35,378.11	15,000.00	20,378.11	235.85%
1-6210 · Utilities	0.00	9,416.36	12,500.00	-3,083.64	75.33%
1-6220 · Water Distribution Purchases	0.00	14,300.00	10,000.00	4,300.00	143.0%
1-6230 · Water Testing	156.00	1,149.00	7,000.00	-5,851.00	16.41%
2-6240 · Treasurer Collection Fee	7.12	3,524.54	1,842.65	1,681.89	191.28%
3-6000 · Capital Outlay					
3-6002 · DOLA 1 Million Grant	0.00	109,812.45	0.00	109,812.45	100.0%
3-6000 · Capital Outlay - Other	0.00	114,678.16	0.00	114,678.16	100.0%

Arabian Acres Metropolitan District

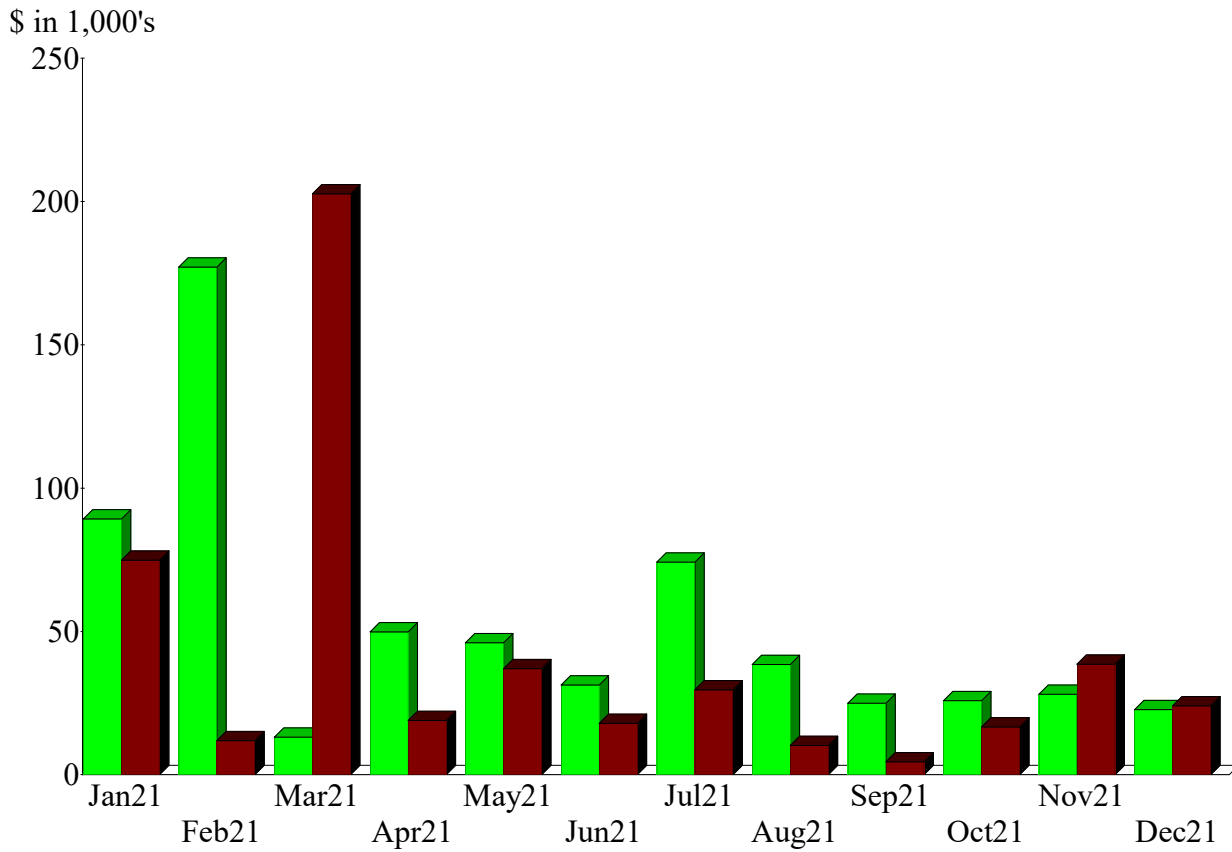
Profit & Loss Budget vs. Actual

January through December 2021

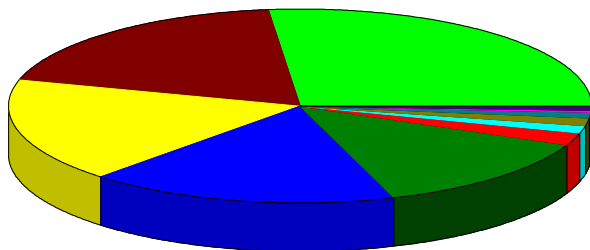
	TOTAL				
	Dec 21	Jan - Dec 21	Budget	\$ Over Budget	% of Budget
Total 3-6000 · Capital Outlay	0.00	224,490.61	0.00	224,490.61	100.0%
3-6050 · District Management	0.00	0.00	12,000.00	-12,000.00	0.0%
3-6100 · Postage and Copies	44.70	206.23	0.00	206.23	100.0%
3-6180 · ORC Fees	0.00	0.00	0.00	0.00	0.0%
63400 · Interest Expense	0.00	7,168.75	0.00	7,168.75	100.0%
Total Expense	23,978.80	433,678.96	205,842.65	227,836.31	210.69%
Net Ordinary Income	-1,262.43	186,977.63	233,102.66	-46,125.03	80.21%
Other Income/Expense					
Other Income					
1-7020 · Interest Income - Operating	0.00	0.00	6,000.00	-6,000.00	0.0%
2-7000 · Interest Income	27.17	268.88	2,500.00	-2,231.12	10.76%
Total Other Income	27.17	268.88	8,500.00	-8,231.12	3.16%
Other Expense					
2-8000 · Bond Interest	0.00	51,580.00	51,580.00	0.00	100.0%
2-8050 · National Rural Water Interest	94.08	1,382.97	1,288.89	94.08	107.3%
2-8080 · Trustee Fees	0.00	250.00	500.00	-250.00	50.0%
Total Other Expense	94.08	53,212.97	53,368.89	-155.92	99.71%
Net Other Income	-66.91	-52,944.09	-44,868.89	-8,075.20	118.0%
Net Income	-1,329.34	134,033.54	188,233.77	-54,200.23	71.21%

Income and Expense by Month January through December 2021

Income
Expense



Income Summary January through December 2021

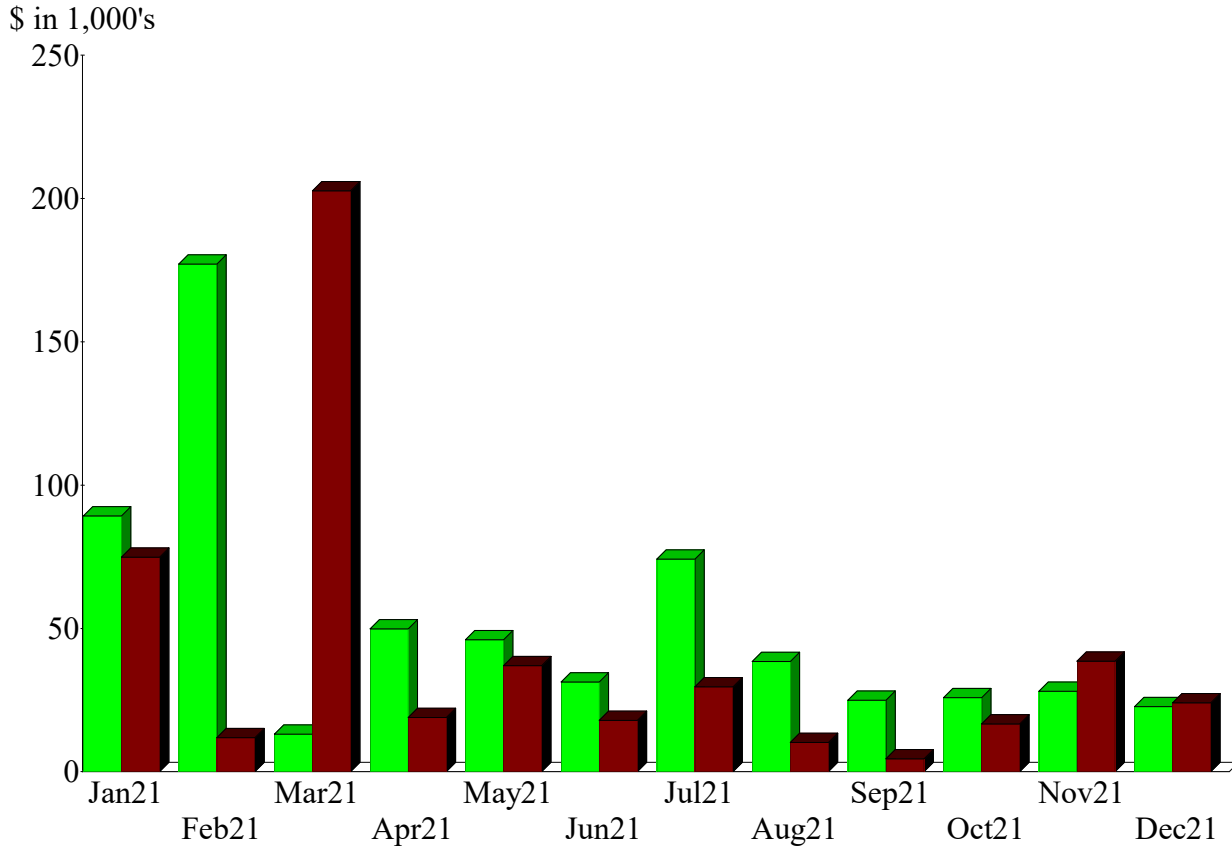


3-4000 · Grant Funds	26.76%
2-4400 · Property Tax Revenue	18.95
1-4050 · Water Service Fee	17.38
1-4000 · Capital Improvement Fees	17.24
1-4080 · Water Usage	13.35
2-4450 · Specific Ownership Tax	2.17
1-4090 · Trout Haven Exclusion Deposits	1.35
1-4070 · Water Tap Fees	1.29
2-4470 · State Senior/ Veteran Funds	1.05
1-4030 · Late Fee Revenue	0.39
Other	0.08
Total	\$620,925.47

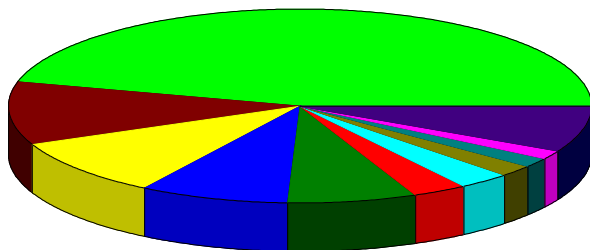
By Account

Income and Expense by Month January through December 2021

Income
Expense

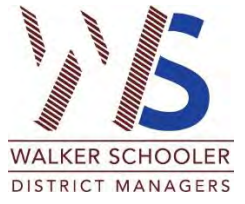


Expense Summary January through December 2021



3-6000 · Capital Outlay	46.11%
2-8000 · Bond Interest	10.59
1-6050 · District Management-Operating	9.63
1-6180 · ORC Fees-Operating	8.38
1-6190 · Repairs and Maintenance	7.27
1-6080 · Insurance Expense-Operating	3.05
1-6220 · Water Distribution Purchases	2.94
1-6210 · Utilities	1.93
1-6150 · Water Billing	1.66
63400 · Interest Expense	1.47
Other	6.97
Total	\$486,891.93

By Account



Arabian Acres Metropolitan District

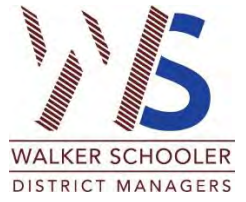
PAYMENT REQUEST

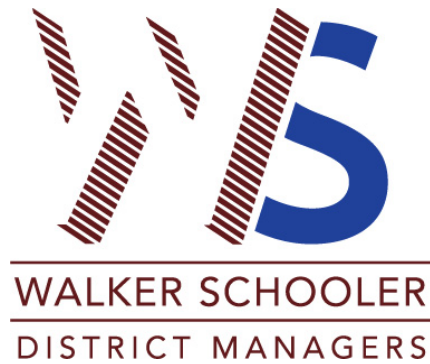
1/19/2022

GENERAL FUND

Company	Invoice	Date	Amount	Retainage	Amount this Draw	Comments
Edith Coffman	011922EC	1/19/2022	\$ 100.00		\$ 100.00	
Lanny Hoel	011922LH	1/19/2022	\$ 100.00		\$ 100.00	
Elizabeth Douglas	011922ED	1/19/2022	\$ 100.00		\$ 100.00	
Allan Brown	011922AB	1/19/2022	\$ 100.00		\$ 100.00	
Stan Claassen	011922SC	1/19/2022	\$ 100.00		\$ 100.00	
CDPHE	FGD20210850	12/29/2021	\$ 75.00		\$ 75.00	
Core Electric Coop	43183502	12/21/2021	\$ 317.70		\$ 317.70	ACH
Core Electric Coop	43071702	12/21/2021	\$ 79.75		\$ 79.75	ACH
Core Electric Coop	40299901	12/21/2021	\$ 114.87		\$ 114.87	ACH
Core Electric Coop	40032202	12/21/2021	\$ 337.12		\$ 337.12	ACH
Core Electric Coop	40045402	12/21/2021	\$ 122.64		\$ 122.64	ACH
Dana Kepner Company	1545610-00	12/7/2021	\$ 1,388.97		\$ 1,388.97	Voided Ck 1616-Wells Fargo Rejected
Dana Kepner Company	1544004-00	9/29/2021	\$ 1,078.95		\$ 1,078.95	
El Paso County Public Health	123121	12/31/2021	\$ 81.00		\$ 81.00	
J.A. Excavation & Septic's LLC	123121	12/31/2021	\$ 500.00		\$ 500.00	
J.A. Excavation & Septic's LLC	1231211	12/31/2021	\$ 2,807.50		\$ 2,807.50	
Key Bank Credit Card	11122	1/11/2022	\$ 3.00		\$ 3.00	ACH
National Rural Water Association	20122	1/17/2022	924.10		\$ 924.10	
UNCC	221120063	12/31/2021	13.20		\$ 13.20	
Walker Schooler District Managers	6951	12/31/2021	4,628.07		\$ 4,628.07	
TOTAL			\$ 12,971.87	\$ -	\$ 12,971.87	

Director





MEMORANDUM

TO: ARABIAN ACRES METRO DISTRICT BOARD OF DIRECTORS
FROM: KEVIN WALKER, DISTRICT MANAGER
SUBJECT: CUSTOMER TREATMENT WHEN LEAKS OCCUR
DATE: JANUARY 14, 2022
CC: JASON DOWNIE

At the December meeting of the Board of Directors, the Board heard a request from the Manager to guide treatment of billings when a leak occurs. The Board directed that there will be no relief for customers who have leaks and extraordinary monthly billings as a result of the leak.

The Manager suggested that we review some of the policies and regulations in water districts in the Pikes Peak region.

We have reviewed online rules or called and talked to managers and officials of various districts listed below. Our findings are also listed with the District's policies if available.

- Highland Lakes – Reviewed online charges and rules. No reduction in fees; however, there is charge of \$250 per day for leaks that is not understood and requires additional research. See attached rule and fee structure
- Colorado Springs Utilities – CSU has a tariff that allows for the reduction of 50% leak driven overages twice every three years so long as the leak is repaired as soon as possible after discovery. CSU also has a tiered system and a meter system that identifies leaks immediately and informs customers via phone and email. See attached form for requested leak credit.
- Woodland West – District does not credit leaks according to discussion with ORC. Rules and Regs not available.
- Security Water District – Manager has authority to calculate the amount of the leak and to reduce the cost by one tier in a 5 tier system.
- Triview Metro District – Informal authority of the District Manager to reduce leak amount by one tier.
- Widefield Water District – written policy allowing one adjustment per 12-month period with proof that the leak is fixed. Allow adjustment for up to two billing periods.
- Other Districts that have no written policy but have not returned calls on informal policies. Woodmen Hills, Meridian Ranch, Forest Acres, and others.