



REGULAR BOARD MEETING AGENDA AND NOTICE

WEDNESDAY, SEPTEMBER 21, 2022

5:30 PM

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

<https://meet.goto.com/800588117>

You can also dial in using your phone.

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

Access Code: 800-588-117

Board of Director	Title	Term
Edith Coffman	President	May 2023
Lanny Hoel	Treasurer	May 2023
Elizabeth Douglass	Secretary	May 2023
Martin Lempecki	Assistant Secretary	May 2025
Jennifer Shepard	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, September 21, 2022 at 5:30 p.m. via tele/videoconference for the purpose of addressing those matters in the Agenda set forth below.

Management Team

Lynn Willow, ORC

Kevin Walker, WSDM

Rebecca Hardekopf, WSDM

Jason Downie, District Legal 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 August 17, 2022 (enclosed)

2) FINANCIAL MATTERS

- a) Review of Billing and Collection Status
- b) Review and accept the August 31, 2022, Unaudited Financial Status (enclosed)
- c) Review and Approve the Payment of Claims (enclosed)
- d) Update Board on status of grant close-out

3) MANAGEMENT MATTERS

- a) Discuss new Petitions for Exclusion (see attached map)
 - i) 146 Uintah Vale Dr
 - ii) 163 Uintah Vale Dr
- b) Discuss status of Velocity work that caused the February Leak

4) LEGAL MATTERS

5) OPERATIONS

- a) ORC Report
- b) Leak data report (enclosed)

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, SEPTEMBER 21, 2022 AT 5:30 PM.





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

August 17, 2022 at 5:30 P.M.

Via Telephone and Video Conference Call

In attendance were Directors:

Edith Coffman

Elizabeth Douglass

Lanny Hoel

Martin Lempecki (Arrived late)

Jennifer Shepard

Also in attendance were:

Kevin Walker, WSDM

Rebecca Hardekopf, WSDM

Lynn Willow, ORC

Elric Thurstonsen, Resident

1) ADMINISTRATIVE MATTERS

- a) Call to Order & Declaration of Quorum: President Coffman called the meeting to order at 5:30 PM and confirmed a quorum.
- 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 Shepard moved to approve the Agenda as presented; seconded by Director Hoel. Motion passed unanimously.
- d) Consider Approval of Meeting Minutes from July 20, 2022: After review, Director Shepard moved to approve the July 20, 2022 Meeting Minutes; seconded by Director Douglass. Motion passed unanimously.

2) FINANCIAL MATTERS

- a) Review of Billing and Collection Status: Ms. Hardekopf provided a review of the Billing and Collection status.
- b) Review and Accept the July 31, 2022 Unaudited Financial Status: Ms. Hardekopf presented the July 31, 2022 Unaudited Financial Status. Director Douglass noted the district management expenses were moved. Ms. Hardekopf confirmed that is an error and will be fixed. After review, Director Douglass moved to accept the July 31, 2022 Unaudited Financial Status with the one change as discussed; seconded by President Coffman. Motion passed unanimously.
- c) Review and Approve the Payment of Claims: Ms. Hardekopf presented the Payment of Claims. She noted the domain listings is an advertisement and not a bill, so the \$288 invoice will be removed. She also recommended the Board delay approval of the legal invoice from Susemihl, McDermott, and Downie until after discussion on the memo. Director Lempecki joined the meeting and confirmed he had no conflicts of interest. After review, Director Douglass moved to approve the Payment of Claims with the

removal of the \$288 domain listings and the legal invoice as discussed; seconded by Director Shepard. Motion passed unanimously.

- d) Update Board on Status of Grant Close-out: Ms. Hardekopf reported she is waiting on the last invoice for the tank coating project. She will submit the proof of the check with the grant to close it out before the December deadline.
- e) The Board discussed a request to buy one of the District's meter pits. Mr. Willow explained the District paid \$1,393.78 and the potential buyer would pay the current purchase price which is 35-40% higher than what the District paid. The District has two extra 1" meter pits and five ¾" meter pits. They were ordered by AquaWorks for wells that were not used. Mr. Willow confirmed the ¾" meter pits would suffice for any potential wells. Mr. Walker and Ms. Hardekopf confirmed the District could sell the meter pit if they decide to do so. The Board unanimously agreed to sell the 1" meter pit at the current market price.

3) MANAGEMENT MATTERS

- a) Discuss New Process and Fees for any Future Petitions of Exclusions: Mr. Walker discussed the invoice received by Mr. Downie, District Legal Counsel for the exclusions which was higher than the collected funds. \$8,400 was collected and the total cost was \$11,666 for an overage of \$3,200. Mr. Walker explained that the cost for a service plan amendment was not included in the initial cost projection. The service plan amendment removed 14 other items other than exclusions that would have required a major modification, so it ended up being much broader than just the exclusions and is a benefit to the District. Mr. Walker discussed three options to cover the costs. One option would be to accept that the service plan amendment has benefited the District and would have been needed at some point in the future and cover the cost with regular expenses. Second option is to invoice the property owners \$77 each for the remainder. Third option is to ask the consultants to cover some of the costs since it was missed initially. President Coffman commented that there was not an invoice from WSDM for the exclusions. Mr. Walker explained that is not WSDM's business model. WSDM did not charge the District extra for the recall election, or construction management for the new system, and the District will not be charged extra for the exclusions effort. President Coffman commented that she was only in favor of the exclusions if it did not cost the District anything and she does not think the District should pay for this. President Coffman proposed that the money be collected from the Trout Haven property owners who excluded, and she will not sign the check for legal counsel's invoice until then. The Board discussed that Mr. Walker and Mr. Downie should not be responsible for paying. Director Douglass asked about language in the petition that said they would be responsible if the costs ended up being higher. Mr. Walker confirmed the language in the petition states that the petitioner may be required to pay additional amounts sufficient to pay all the costs of the exclusion proceedings. Mr. Walker will proceed with collecting the funds to cover the remaining exclusion costs. Mr. Walker discussed the process for future exclusions. The property owners will be given a cost estimate and the Board will consider it for approval. The exclusion will not be granted until the estimate is paid by the property owner.
- b) Discuss Status of Velocity Work that caused the February Leak: Mr. Walker reported this is not covered by insurance. Velocity has the pictures of the parts and are reviewing them with their own records.

4) LEGAL MATTERS: There was no discussion.

5) OPERATIONS

- a) ORC Report: Mr. Willow presented the Operator’s Report.
- b) Leak Data Report: Ms. Hardekopf presented the Leak Data Report. Water loss went down to 3% for July.

6) PUBLIC COMMENT: Mr. Thurstonsen thanked the Board for their efforts. He commented that he agrees that the property owners should pay for the remaining costs of the exclusions. He also commented that he has a new culvert system in his driveway that is working well. Mr. Thurstonsen discussed his neighbor’s puppy who has been getting out so if she is seen out to please let him or Mr. Benson know. She is a sweet dog, and he does not want anything to happen to her.

7) ADJOURNMENT: Director Douglass moved to adjourn the meeting at 6:30 PM; seconded by Director Shepard. Motion passed unanimously.

THE NEXT REGULARLY SCHEDULED MEETING IS SCHEDULED FOR WEDNESDAY, SEPTEMBER 21, 2022 AT 5:30 PM.

Respectfully Submitted,
Walker Schooler District Managers

By: Recording Secretary

THESE MINUTES ARE APPROVED AS THE OFFICIAL AUGUST 17, 2022 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 Shepard



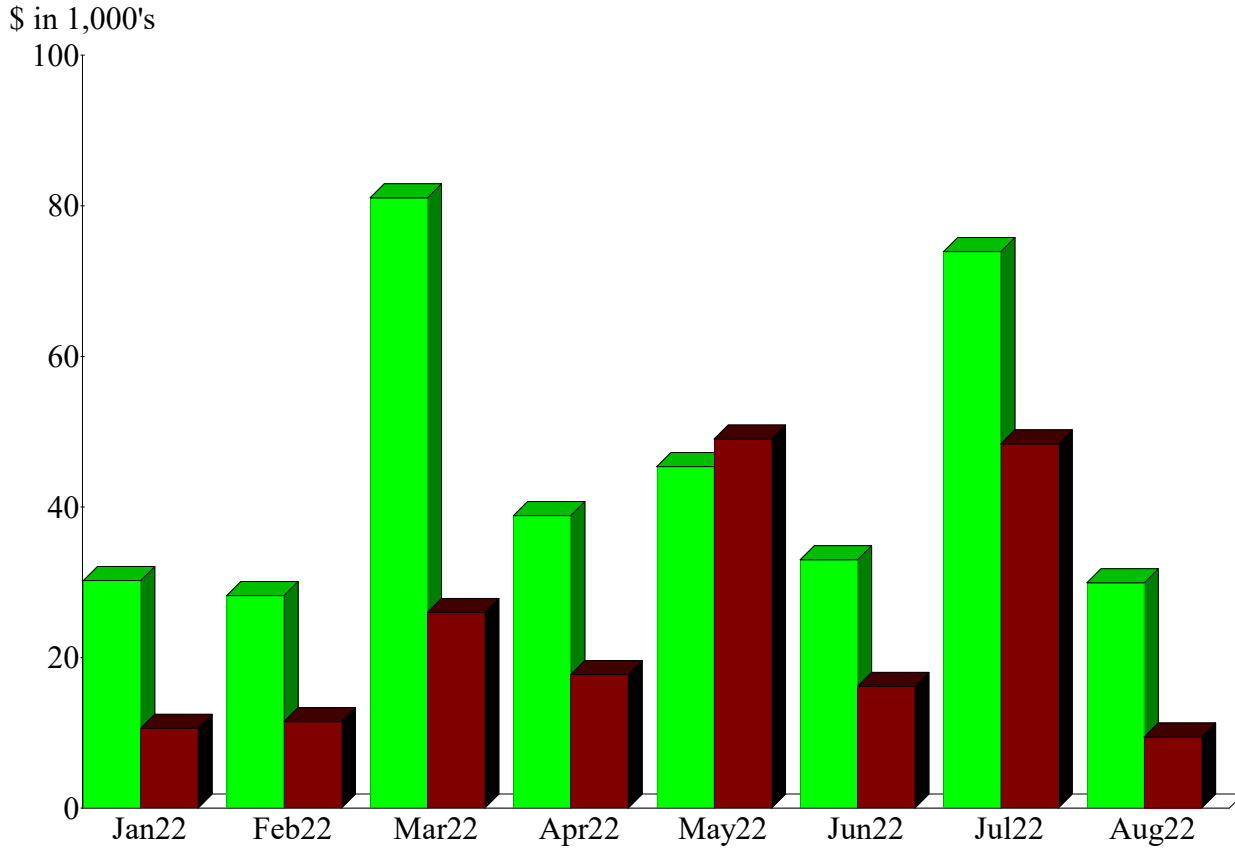
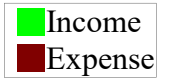
Arabian Acres Metropolitan District
Balance Sheet
 As of August 31, 2022

	<u>Aug 31, 22</u>
ASSETS	
Current Assets	
Checking/Savings	
ECB Checking	396,572.78
2-1000 · COLOTRUST 4001	170,316.88
2-1020 · COLOTRUST Reserve 8002	32,104.61
3-1000 · COLOTRUST-Capital Reserve 8003	238,425.55
Total Checking/Savings	<u>837,419.82</u>
Accounts Receivable	
1-1200 · Accounts Receivable	11,313.15
Total Accounts Receivable	<u>11,313.15</u>
Other Current Assets	
1-1300 · Property Tax Receivable	8,410.61
Total Other Current Assets	<u>8,410.61</u>
Total Current Assets	857,143.58
Fixed Assets	
1-1850 · Construction in Progress	2,515,552.23
Total Fixed Assets	<u>2,515,552.23</u>
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	-563,876.00
Total Other Assets	<u>1,676,095.45</u>
TOTAL ASSETS	<u><u>5,048,791.26</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
1-2000 · Accounts Payable	44,856.19
Total Accounts Payable	<u>44,856.19</u>
Other Current Liabilities	
1-2020 · Accrued Interest	7,427.30
2-2200 · Deferred Revenue-Property Taxes	8,410.61
Total Other Current Liabilities	<u>15,837.91</u>
Total Current Liabilities	60,694.10
Long Term Liabilities	
DWRP 1.5 Million Loan	1,062,557.99
2-2400 · 2007 Bonds Payable	970,000.00
2-2440 · Natural Rural Water	30,062.18
3-4090 · CWCB Meter Loan 400K	174,653.81
Total Long Term Liabilities	<u>2,237,273.98</u>
Total Liabilities	2,297,968.08
Equity	
30000 · Opening Balance Equity	215,933.51
32000 · Retained Earnings	2,363,125.59
Net Income	171,764.08
Total Equity	<u>2,750,823.18</u>
TOTAL LIABILITIES & EQUITY	<u><u>5,048,791.26</u></u>

Arabian Acres Metropolitan District Profit & Loss Budget vs. Actual January through August 2022

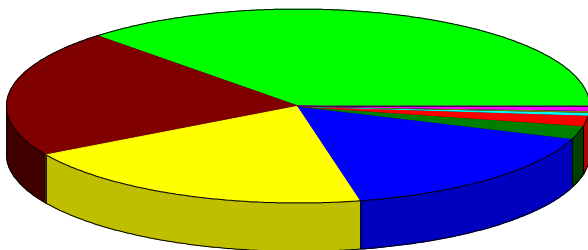
	TOTAL					
	Jul 22	Aug 22	Jan - Aug 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense						
Income						
1-4000 · Capital Improvement Fees	9,817.82	9,733.15	77,091.60	106,000.00	-28,908.40	72.73%
1-4030 · Late Fee Revenue	422.40	262.60	2,211.40			
1-4050 · Water Service Fee	9,278.26	9,372.21	72,789.36	100,000.00	-27,210.64	72.79%
1-4080 · Water Usage	9,135.95	7,864.14	57,998.39	100,000.00	-42,001.61	58.0%
1-4090 · Trout Haven Exclusion Deposits	0.00	0.00	16.77			
2-4400 · Property Tax Revenue	43,342.46	1,506.02	134,037.31	142,291.92	-8,254.61	94.2%
2-4450 · Specific Ownership Tax	1,294.50	1,129.48	8,375.45	9,960.43	-1,584.98	84.09%
2-4460 · Restitution	67.13	16.77	167.75			
2-4470 · State Senior/ Veteran Funds	0.00	0.00	6,551.07			
Total Income	73,358.52	29,884.37	359,239.10	458,252.35	-99,013.25	78.39%
Expense						
1-6110 · Audit	7,600.00	0.00	7,600.00	8,000.00	-400.00	95.0%
1-6020 · Bank Service Charges	32.00	0.00	52.00	100.00	-48.00	52.0%
1-6120 · Directors Fees	500.00	500.00	4,400.00	7,500.00	-3,100.00	58.67%
1-6050 · District Management-Operating	3,908.37	0.00	27,358.59	54,000.00	-26,641.41	50.66%
1-6060 · Dues Fees and Subscriptions	519.50	23.40	1,070.08	2,500.00	-1,429.92	42.8%
1-6070 · Election Expense	0.00	0.00	267.19	10,000.00	-9,732.81	2.67%
1-6080 · Insurance Expense-Operating	0.00	0.00	79.00	8,000.00	-7,921.00	0.99%
1-6130 · Legal						
1-6135 · Trout Haven Exclusions	0.00	0.00	327.36			
1-6130 · Legal - Other	6,622.60	0.00	6,622.60	10,000.00	-3,377.40	66.23%
Total 1-6130 · Legal	6,622.60	0.00	6,949.96	10,000.00	-3,050.04	69.5%
1-6180 · ORC Fees-Operating	3,307.50	3,307.50	26,460.00	48,000.00	-21,540.00	55.13%
1-6160 · Other Expense	0.00	0.00	0.00	22,000.00	-22,000.00	0.0%
1-6100 · Postage and Copies-Operating	190.09	128.13	1,695.25	4,000.00	-2,304.75	42.38%
1-6170 · Chemicals and Supplies	0.00	223.22	376.75	2,000.00	-1,623.25	18.84%
1-6190 · Repairs and Maintenance	0.00	0.00	17,632.24	30,000.00	-12,367.76	58.77%
1-6210 · Utilities	549.58	543.41	6,905.54	12,500.00	-5,594.46	55.24%
1-6150 · Water Billing	675.00	675.00	5,400.00	10,000.00	-4,600.00	54.0%
1-6220 · Water Distribution Purchases	0.00	0.00	7,425.00	10,000.00	-2,575.00	74.25%
1-6230 · Water Testing	121.00	21.00	672.33	4,000.00	-3,327.67	16.81%
2-6240 · Treasurer Collection Fee	1,300.93	46.43	4,018.68	4,268.76	-250.08	94.14%
3-6000 · Capital Outlay						
3-6001 · DWRF 1.5 Million Loan	500.00	0.00	12,655.08			
3-6000 · Capital Outlay - Other	22,500.00	0.00	22,500.00			
Total 3-6000 · Capital Outlay	23,000.00	0.00	35,155.08			
3-6050 · District Management	0.00	3,908.37	3,908.37			
63400 · Interest Expense	0.00	0.00	2,699.71	5,356.10	-2,656.39	50.4%
63500 · Bond Principal Payment	0.00	0.00	0.00	75,000.00	-75,000.00	0.0%
Total Expense	48,326.57	9,376.46	160,125.77	327,224.86	-167,099.09	48.93%
Net Ordinary Income	25,031.95	20,507.91	199,113.33	131,027.49	68,085.84	151.96%
Other Income/Expense						
Other Income						
2-7000 · Interest Income	569.04	41.90	1,430.89			
Total Other Income	569.04	41.90	1,430.89			
Other Expense						
2-8000 · Bond Interest	0.00	0.00	24,250.00	48,500.00	-24,250.00	50.0%
2-8050 · National Rural Water Interest	79.44	77.33	677.46	990.81	-313.35	68.37%
2-8055 · Interest Expense - CWCD	0.00	0.00	3,602.68	23,688.07	-20,085.39	15.21%
2-8080 · Trustee Fees	0.00	0.00	250.00	500.00	-250.00	50.0%
Total Other Expense	79.44	77.33	28,780.14	73,678.88	-44,898.74	39.06%
Net Other Income	489.60	-35.43	-27,349.25	-73,678.88	46,329.63	37.12%
Net Income	25,521.55	20,472.48	171,764.08	57,348.61	114,415.47	299.51%

Income and Expense by Month January through August 2022



Income Summary
January through August 2022

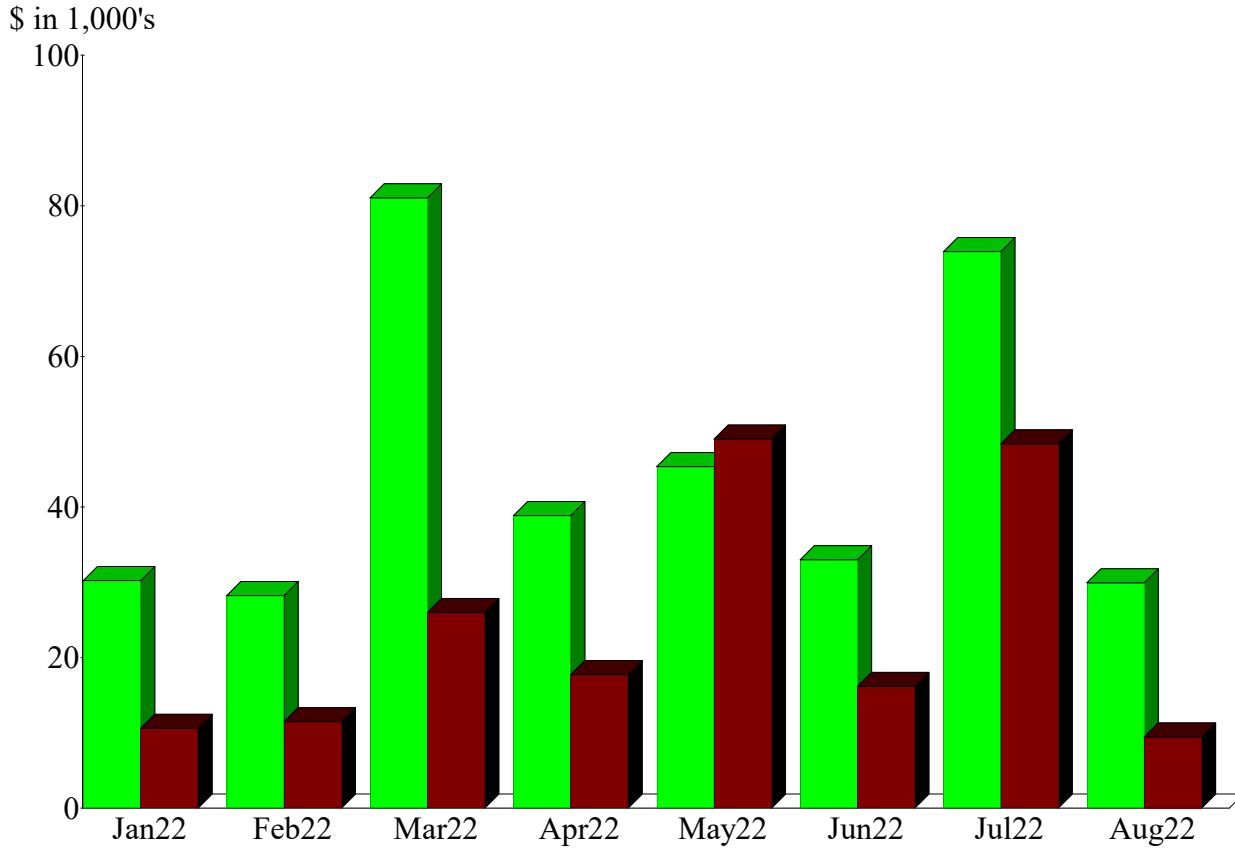
2-4400 · Property Tax Revenue	37.16%
1-4000 · Capital Improvement Fees	21.37
1-4050 · Water Service Fee	20.18
1-4080 · Water Usage	16.08
2-4450 · Specific Ownership Tax	2.32
2-4470 · State Senior/ Veteran Funds	1.82
1-4030 · Late Fee Revenue	0.61
2-7000 · Interest Income	0.40
2-4460 · Restitution	0.05
1-4090 · Trout Haven Exclusion Deposits	0.01
Total	\$360,669.99



By Account

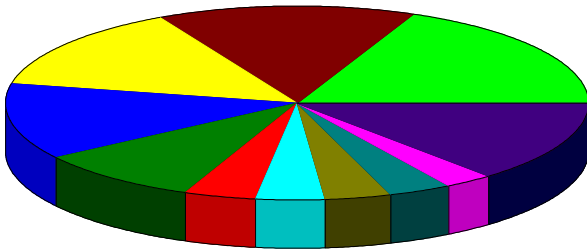
Income and Expense by Month
January through August 2022

Income
Expense



Expense Summary
January through August 2022

3-6000 · Capital Outlay	18.61%
1-6050 · District Management-Operating	14.48
1-6180 · ORC Fees-Operating	14.01
2-8000 · Bond Interest	12.84
1-6190 · Repairs and Maintenance	9.33
1-6110 · Audit	4.02
1-6220 · Water Distribution Purchases	3.93
1-6130 · Legal	3.68
1-6210 · Utilities	3.66
1-6150 · Water Billing	2.86
Other	12.58
Total	\$188,905.91



By Account



Arabian Acres Metropolitan District

PAYMENT REQUEST

9/21/2022

GENERAL FUND

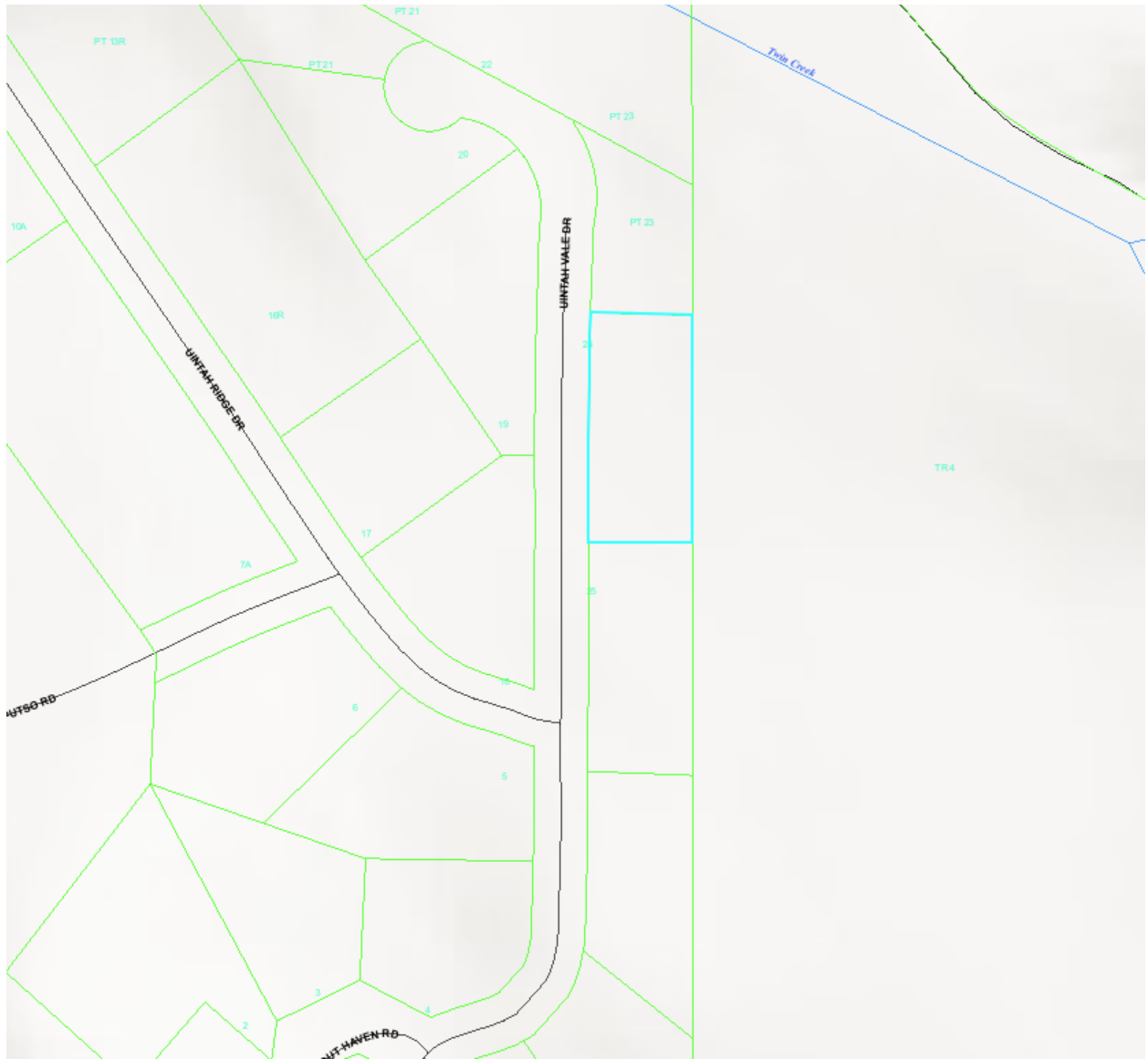
Company	Invoice	Date	Amount	Comments
Edith Coffman	092122EC	9/21/2022	\$ 100.00	
Lanny Hoel	092122LH	9/21/2022	\$ 100.00	
Elizabeth Douglas	092122ED	9/21/2022	\$ 100.00	
Jennifer Shepard	092122JS	9/21/2022	\$ 100.00	
Martin Lempecki	092122ML	9/21/2022	\$ 100.00	
Biggs Kofford	107994	7/28/2022	\$ 7,600.00	
Colorado Coating Pros	1045	7/7/2022	\$ 22,500.00	
Core Electric Coop	43183502	8/22/2022	\$ 139.23	ACH
Core Electric Coop	43071702	8/22/2022	\$ 13.50	ACH
Core Electric Coop	40299901	8/22/2022	\$ 118.91	ACH
Core Electric Coop	40032202	8/22/2022	\$ 158.73	ACH
Core Electric Coop	40045402	8/22/2022	\$ 21.63	ACH
El Paso County Public Health	EHS20214763	8/31/2022	\$ 21.00	
High Tide Technologies	20215364	1/1/2022	\$ 480.00	
J.A. Excavation & Septic's LLC	83122	8/31/2022	\$ 2,877.50	
J.A. Excavation & Septic's LLC	83122-1	8/31/2022	\$ 500.00	
Mailing Services Inc	16964	8/17/2022	\$ 123.53	
National Rural Water Association	100122	9/21/2022	\$ 924.10	
Treatment Technology	187624	8/18/2022	\$ 223.22	
UNCC	2220800064	8/31/2022	\$ 23.40	
Walker Schooler District Managers	7153	8/31/2022	\$ 4,587.97	

TOTAL			\$ 40,812.72	
--------------	--	--	---------------------	--

Director



146 Uintah Vale Dr



163 Uintah Vale Dr





ARABIAN ACRES METROPOLITAN DISTRICT

MONTHLY OPERATIONS REPORT

August 6, 2022 to September 12, 2022

Submitted by: Lynn Willow, O.R.C/Operator

TOTAL WATER PUMPED

Control A 287,850

Control B 113,650

TOTAL PURCHASED WATER

Trucked – 0

(Amount actually received per each 4,000 gallon load is generally 200-300 gallons less due to standard and typical hauling losses)

OPERATIONS & MAINTENANCE ISSUES

- 1) Bac.-T test came back as negative.
- 2) Read, recorded, and turned in meter reads.
- 3) The last of the annual testing is being completed.
- 4) Had GFI switches go out temporarily at control A. This gave us a low Chlorine level. Issue was resolved and GFI switches are working and Chlorine levels were brought back up to normal.
- 5) Annual system flushing is completed.
- 6) Soda Ash for Control A and control B has arrived.

OTHER BUSINESS:

Please be fire aware!!! We have very dry conditions throughout the district and Teller County...

Control Building Usage

Month	A	B	Sold to Residents	Percentage (Loss)
January	354,650	117,100	368,367	21.9%
February	353,000	103,350	324,139	29.0%
March	413,400	87,250	291,231	41.8%
April	441,050	101,200	377,820	30.3%
May	261,050	66,800	328,794	-0.3% *temp Tank installed
June	351,750	93,200	349,989	18%
July	312,750	100,800	400,515	3%
August	287,850	113,650	341,120	15%
September				#DIV/0!
October				#DIV/0!
November				#DIV/0!
December				#DIV/0!

