

# RECORD OF PROCEEDINGS

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## MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE MERIDIAN SERVICE METROPOLITAN DISTRICT (MSMD)

**Held:** April 3, 2024, 10:00 a.m., at the Meridian Ranch Recreation Center, 10301 Angeles Road, Peyton, Colorado 80831

**Attendance:** The following Directors were in attendance:

Butch Gabrielski, President  
Bill Gessner, Vice President  
Mike Fenton, Secretary  
Tom Sauer, Treasurer  
Wayne Reorda, Asst. Secretary

Also present were:

Jennette Coe; Meridian Service Metro District  
Beth Aldrich; Meridian Service Metro District  
Carrie Billingsly; Meridian Service Metro District  
Russel Mills; Meridian Service Metro District  
Ryan Kozlowski; Meridian Service Metro District  
Aleks Myszkowski; Meridian Service Metro District  
Eileen Krauth; Meridian Service Metro District (via audio conference)  
Ron Fano; Spencer Fane  
Tom Kerby; Tech Builders

**Call to Order** A quorum of the Board was present, and the Directors confirmed their qualification to serve. The meeting was called to order at 10:00 a.m.

**Disclosure Matter** Mr. Fano noted that written disclosures of the interests of all Directors have been filed with the Secretary of State.

**Approve Agenda** The Board reviewed the Agenda. A motion was made to approve the agenda. The motion was seconded and approved by unanimous vote of Directors present.

**Visitor Comments** There were none.

**Approve Minutes** The Board reviewed the March 6, 2024, Board Minutes and a motion was made and seconded to approve the minutes as presented. The motion was approved by unanimous vote of Directors present.

**Financial Items** Cash Position Summary and Financial Statements: Ms. Billingsly reviewed the cash position summary and monthly financial reports for February 2024. A

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motion was made and seconded to accept the cash position summary and financial statements as presented. The motion was approved by unanimous vote of Directors present.

Review 2022 Tap Fee Report: Ms. Billingsly reviewed the March 2024, Tap Fee Report with the Board for information only.

Receive Finance Committee Report: Ms. Billingsly noted the Finance Committee met on March 19, 2024, and gave a summary of the Finance Committee Report on page 22 of the packet. The March Interim payments were reviewed and approved for payment by Director Gabrielski and Director Sauer.

Approval of Payment of Claims: Ms. Billingsly reviewed the updated claims presented for approval at this meeting:

Interim: Payments for ratification totaling \$221,548.26

MSMD: Payments totaling \$2,069,572.31

A motion was made and seconded to approve the MSMD payment of claims. The motion was approved by unanimous vote of Directors present.

## Operations & Engineering Items

### Information Items:

#### MSMD Operations Reports:

- Mr. Kozlowski presented the Recreation Center Report to the Board which included information from page 25 of the Board Packet. Mr. Kozlowski also noted:
  - There were a few incidents of theft during spring break. We plan to install signs to remind residents to lock their belongings in a locker and to report any theft to the El Paso County Sheriff's Office.
  - Ms. Stills is planning on adding half day mini camps to the summer programming.
  - Over one thousand children participated in the Easter Egg hunt on March 28<sup>th</sup>. It was a very successful event.
  
- Mr. Myszkowski presented the parks and grounds report which included information from page 26 of the Board Packet.
  - The Board inquired about the timeline for revamping the landscaping around the monument signs in the district. Mr. Myszkowski replied that all of them are scheduled for this year.
  - Director Reorda suggested that Parks & Grounds should keep an eye out for vandalism due to tagging that has been occurring in the tunnels on the golf course.

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- Mr. Mills presented the water, sewer, parks and grounds, and drainage operation reports which included information from page 27 of the Board Packet.

Managers Verbal Report: Ms. Coe provided status reports on the following matters:

- Mr. Nikkel and I are working with Mr. Fano to clarify the ownership and maintenance responsibility for some landscape areas around the Shops.
- We have advertised for the AP Clerk position but have not found the right person yet.
- We have completed the Design Development stage of the Fieldhouse design and are working on completion of construction drawings.
- An email was sent to Mr. Stimple regarding the IGA with FAWWA as directed by the Board at the March meeting. FAWWA representatives have informed us they are not ready to respond yet.
- With a few new employees hired in Water-Wastewater and Parks and Grounds we are now fully staffed in those departments.

**Developer Items**

Mr. Kerby provided a verbal report to the Board on the status of Meridian Ranch development activities:

- In the Sanctuary the construction of the sidewalks and ramps will start soon. Lot sales should start June or July.
- Rex Road out to the Sanctuary should be opened by June or July.

**Director Items**

There were none.

**Legal Items**

A motion was made, seconded and approved by unanimous vote of Directors present to open an executive session pursuant to C.R.S. 24-6-402-4(f) regarding personnel issues related to succession planning and appointment of an Interim Assistant General Manager. At the conclusion of the discussion in the executive session a motion was made, seconded and approved by unanimous vote of Directors present to close the executive session. Reconvening in open session a motion was made, seconded and approved unanimously to offer Ms. Coe the position of Interim Assistant General Manager.

A motion was made, seconded and approved by unanimous vote of Directors present to open an executive session pursuant to C.R.S. 24-6-402-4(b) to receive legal advice regarding letter of termination of IGA received from MRMD. At the conclusion of the discussion in the executive session a motion was made, seconded and approved by unanimous vote of Directors present to close the executive session. Reconvening in open session a motion was made, seconded and approved unanimously to seek outside counsel.

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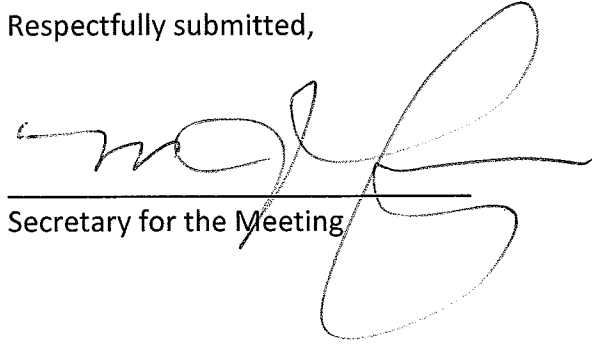
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### Adjournment

There being no further business to come before the Board, the President adjourned the meeting at 11:53 a.m.

The next regular meeting of the Board is scheduled for May 8, 2024 at 10:00 a.m. at the Meridian Ranch Recreation Center, 10301 Angeles Road, Peyton, Colorado 80831.

Respectfully submitted,



A handwritten signature in black ink, consisting of a series of loops and flourishes, positioned above a horizontal line.

Secretary for the Meeting