

RECORD OF PROCEEDINGS

MINUTES OF THE COMBINED REGULAR MEETING OF THE BOARDS OF DIRECTORS OF THE MERIDIAN RANCH METROPOLITAN DISTRICT MERIDIAN SERVICE METROPOLITAN DISTRICT

Held: Wednesday, October 3, 2018, 10:00 a.m., at the Meridian Ranch Recreation Center, 10301 Angeles Road, Peyton, Colorado 80831

Attendance The combined regular meeting of the Boards of Directors of the Meridian Ranch Metropolitan District and the Meridian Service Metropolitan District was called and held, as shown, in accordance with Colorado law. The following Directors were in attendance:

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

Also present were:

David Pelser; Meridian Service Metro District
Jennette Coe; Meridian Service Metro District
Fred Jackson; Meridian Service Metro District
Ryan Kozlowski; Meridian Service Metro District
Braden McCrory; Meridian Service Metro District
Angela Maxey; TechBuilders
Marcos Pacheco; Community Resource Services
Ron Fano; Spencer Fane
Samantha Riley and Kelsi Wolf; YMCA
Nancy Loew, Homeowner
Ryan Kozlowski; Recreation Ops Manager
Brook Pezdirtz; Resident
Lynn Shallue; Redresident
Jim O'hara; Tech Builders(Via Telephone)

Call to Order A quorum of the Board was present and the Directors confirmed their qualification to serve.

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

Approve Agenda The Board reviewed the Agenda. The Board requested that the following items be added to 4. A.1 Job Descriptions. Director Reorda moved to approve the agenda as presented. Upon second by Director Fenton, a vote was taken and the motion carried unanimously.

Comments from Visitors Nancy Loew spoke about the YMCA contract and why the Board made the decision not to work with them anymore and asked what training will be given to

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these new employees of the District who will run the recreation center. She will submit to the Board a copy of projects and other items that have not been addressed. She also commented that she heard the water and sewer was overfunded and would like more information. She asked how the DRC can enforce covenants but will not hold the District to the same standard. Director Gabrielski asked Mr. Pelser to address the YMCA concerns. Mr. Pelser commented that he appreciates the YMCA services and explained why the transition is taking place. He commented that there will be a cost saving and that will be outlined in future meetings. Mr. Pelser has been working with YMCA management staff to roll out an announcement to let the public know about the transition.

Approve Minutes The Board reviewed the September 11, 2018 Board Minutes. Director Gessner moved to approve the minutes as presented. Upon second by Director Reorda a vote was taken and the motion carried unanimously.

The Board agreed that the next Regular meeting on September 5, 2018 will not be moved.

Update on Meridian Ranch Recreation and Facility Usage Report Kelsi Wolf gave the Board a verbal report.

Water, Sewer Grounds and Drainage and Recreation Operations Report Recreation Operation's Report: Ryan Kozlowski reported on the recreation operations saying that Ross Electric will be working on the outdoor lights and will be replacing the lights that are out. The window on the outside of the center has been fixed. The security cameras have been ordered. He commented that the Trunk or Treat sign-up sheet is at the front desk.

Water, Sewer, Grounds and Drainage Operations Report:
Presented to the Board:

1. Mr. McCrory reviewed the water system report.
2. Mr. Jackson reviewed the drainage report.
3. Mr. McCrory reviewed the sewer report.

Financial/Admin Items Approval of Payment of Claims: Ms. Blair reviewed the updated claims presented for payment at this meeting represented by check nos. 2043 - 2051 totaling \$45,145.50 for Meridian Ranch and to approve check nos. 10932 - 10974 totaling \$274,108.30 for Meridian Service. Ms. Blair also requested that the Board ratify Meridian Service claim no.10931 totaling \$13,285.12. Director Reorda moved that the Board approve and ratify the payment of the claims as presented. Upon a second by Director Sauer, a vote was taken and the motion carried unanimously.

Cash Position and Financial Statements: Ms. Blair reviewed the cash position

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dated August 31, 2018 and financials dated September 28, 2018 for Meridian Service Metropolitan District and Meridian Ranch Metropolitan District. Upon a motion by Director Gessner and a second by Director Fenton, the motion unanimously carried to accept the cash position summary and financial statements as presented.

Review 2018 Tap Fee Report: Ms. Blair reviewed the 2018 Tap Fee Report with Board.

Delinquent Accounts – Public Hearing at November Meeting: Ms. Blair updated the Board on the amount that is outstanding and gave them the option to certify these amounts. She explained that the plan is to notify the customers and then there will be a public hearing in November. Director Fenton moves that the Board authorize CRS to notify resident to certify the delinquent accounts. Upon a second by Director Gessner, a vote was taken and the motion carried unanimously.

Items from the Manager

Consent Items from the Manager 1-4

1. Approve Job Descriptions, recruitment for various positions related to MRRC 2019 Operations
2. Approve Job Description, recruitment for position related to Administrative and Financial Services
3. Approve Agreement with Club Automation LLC for licensing and implementation of Club Automation system of hosted club management software at MRRC in the amount of \$19,900
4. Approve Agreement with Counsilman-Hunsaker for licensing of Facility Manager software for facility and pool management and maintenance in the amount of \$995

Director Fenton moved that the Board approve items 1 - 4. Upon a second by Director Reorda, a vote was taken and the motion carried unanimously.

Action Items from the Manager:

Schedule Evening Public Workshop on 2019 Proposed Budget and Fees (suggested: 7:00 p.m. Wednesday, November 15): The Board agreed on the Date, Thursday, November 15, 2018 at 7 -9 p.m.

Set Public Hearing for 2019 Proposed Budget and Fees (suggested: 10:00 a.m. December 5): Director Reorda moved that the board approve the public hearing date for December 5, 2018. Upon a second by Director Fenton, a vote was taken and the motion carried unanimously.

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Receive Report and Provide Direction to Staff on 2019 Board Meeting Schedule: Mr. Pelsler updated the Board on why the dates to next year's meetings should change. He requested that the Board should change to the dates he has on his suggested list.

Approve Professional Services Agreement with JPS Engineering for Engineering services Related to Water Supply Well No. 6 Final Design and Construction: Director Gessner moved that the Board approve the agreement with JPS Engineering. Upon a second by Director Fenton, a vote was taken and the motion carried unanimously.

Manager's Verbal Informational Report

Progress Report on MRRC Operations Transition: Mr. Pelsler updated the Board on the progress.

Other News Items: Mr. Pelsler gave an update on the electrical work (conduit). There is major work that needs to be done for the parking lot surface. He would like to put this project off until proper funds can be budgeted.

Legal Items

Enter into Executive Session pursuant to C.R.S. 24-6-402(4)(f) to Review General Manager annual Performance (Receive GM self-evaluation and Receive Briefing From Legal Counsel on Process for Board Review of GM performance). A motion was made by Director Reorda to enter into executive session. Upon a second by Director Fenton, a vote was taken and the motion carried unanimously. Mr. Pelsler waived the right to consider this matter in public session. A motion was made by Director Fenton to come out of executive session. Upon a second by Director Gessner, a vote was taken and the motion carried unanimously.

The Board decided to set a calendar year for the performance review of General Manager. Evaluations forms will be distributed to the Board members in early January for completion by mid - January and to submit to Mr. Fano, who will prepare a draft combine evaluation form. Once drafted and approved by the Board, the Board will schedule an Executive Session for the February regular meeting to present the performance review to the General Manager to discuss compensation. Director Gessner moved that the board approve the performance review. Upon a second by Director Reorda , a vote was taken and the motion carried unanimously.

Adjournment

There being no further business to come before the Board, the meeting was adjourned at 11:34 a.m.

Respectfully submitted,

Secretary for the Meeting

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