

# RECORD OF PROCEEDINGS

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

Held: Wednesday, June 6, 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 (via telephone)  
Mike Fenton, Asst. Secretary/Treasurer  
Wayne Reorda, Secretary/Treasurer  
Tom Sauer, Asst. Secretary/Treasurer

Also present were:

David Pelsler; Meridian Service Metro District  
Jennette Coe; Meridian Service Metro District  
Tom Kerby; Meridian Service Metro District  
Fred Jackson; Meridian Service Metro District  
Ryan Kozlowski; Meridian Service Metro District  
Kevin Fackerell; Meridian Service Metro District  
Braden McCrory; Meridian Service Metro District  
Deawne Maddox; Meridian Service Metro District  
Angela Maxey; TechBuilders  
Sue Blair; Community Resource Services  
Marcos Pacheco; Community Resource Services  
Ron Fano, Spencer Fane  
Raul Guzman, Tech Builders (via telephone)  
Jody Alderman; Alderman Bernstein (via telephone)  
Jim O'Hara; GTL (via telephone)  
Samantha Riley; YMCA  
Kaitlyn Bahl; YMCA  
Nancy Lowe, Homeowner  
Holly Stark, Homeowner

### **Call to Order**

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

### **Disclosure Matters**

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

### **Approve Agenda/Minutes**

The Board reviewed the agenda. Director Reorda moved to approve the agenda as presented. Upon second by Director Sauer, a vote was taken and the motion carried unanimously.

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The Board reviewed the May 2, 2018 Board minutes. Director Reorda moved to approve the minutes. Upon second by Director Sauer, a vote was taken and the motion carried unanimously.

The Board reviewed the amended March 14, 2018 Board minutes Director Reorda moved to approve the minutes as revised. Upon second by Director Sauer, a vote was taken and the motion carried unanimously.

## **Comments from Visitors**

Ms. Lowe provided a list of outstanding projects. Exercise classes have not been increased. Landscaping issues were discussed. The Pool is listed as a public pool in the Gazette.

## **Update on Meridian Ranch Recreation and Facility Usage Report**

Recreation Center: Ms. Riley updated the Board:

- The exercise program group classes have increased numbers.
- During the last few days in May usage increased.
- Director Gabrielski reported both pool areas have been full.
- There were three (3) areas of need for coverage; Ms. Riley discussed a new structure that is alleviating the shortfalls.
- Kaitlyn Bahl was introduced as the new aquatics instructor.

## **Water, Sewer, Drainage Operations**

Presented to the Board:

- Mr. Fackerell reviewed the water system reporting well-site #1 went down, but is now operating.
- Mr. Jackson reviewed the drainage report and reported a member of the public noted that a blue spruce was installed on Rex Road too close to a street light. Mr. Jackson will investigate.
- Mr. McCrory reviewed the sewer report.
- Mr. Kozlowski updated the Board on new purchases. Security updates are currently being done and new flooring for the elevator has been ordered.

## **Financial/Admin Items**

Approval of Payment of Claims: The Board reviewed claims presented for payment at this meeting represented by check nos. 2018 – 2023 totaling \$5,875.45 for Meridian Ranch and to approve check nos. 10589 -10680 totaling \$421,939.31 for Meridian Service. Director Fenton moved that the Board approve and ratify 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 dated May 31, 2018 and financials dated April 30, 2018 for Meridian Service Metropolitan District. Upon a motion by Director Fenton and a second by Director Sauer, the motion unanimously carried to accept the cash position summary and financial statements as presented.

Review 2018 Tap Fee Report: Ms. Blair reviewed the tap fee report.

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## Items from the Manager

### A. Consent Agenda Approval Items 1-10:

1. Ratify Revised Temporary Emergency 2018 Water Lease Agreement with Cherokee Metropolitan District.
2. Ratify Well A-1 Emergency Repair cost increase of \$20,405 for submersible pump cable replacement with Applied Ingenuity, LLC.
3. Approve award of Guthrie Lambert Water Booster Pump Station fence construction to Elite Deck and Fence in the amount of \$7,763 and approve of Contract Change Order to deduct fence installation from Guthrie Lambert Water Booster Pump Station construction contract with KR in the amount of \$10,575.
4. Approve purchase of two replacement power cages (weight racks) for the Meridian Recreation Center in the amount of approximately \$650
5. Award installation of Sewer Lift Station Replacement Sluice Gate to low bidder Municipal Treatment Equipment in the amount of \$9,457
6. Approve purchase of replacement transmitter for flow meter at Sewer Lift Station from low bidder Pipestone Equipment in the amount of \$1,440.
7. Approve sole source purchase of replacement Smith and Loveless rotating assembly for pump at Sewer Lift Station from Falcon Environmental in the amount of \$24,031 and approve sole source Denver Electrical repair of the old rotating assembly for keeping as a spare for an amount not to exceed \$4,000.
8. Ratify the agreement with Summit Tactical Group, LLC for security services during Falcon Freedom Days in the amount of \$1,480.
9. Approve purchase of two treadmills and one rubber platform in the amount of \$12,733.25.
10. Ratify the Business Service Order Agreement with Comcast for cable internet service.

Director Fenton moved to approve all Consent items 1-10 as presented. Upon second by Director Sauer, a vote was taken and the motion carried unanimously.

### B. Action Items from the Manager 11-16:

11. Allowing access for temporary construction through the District open space property for house remodel and backyard landscaping located at 13569 Park Meadows Drive. Director Fenton moved to approve the Right-of-Easement [ROE] Agreement. Upon second by Director Sauer, a vote was taken and the motion carried unanimously.
12. Second Construction and Acquisition Agreement between the Meridian Metropolitan Service District and GTL Development. Director Gabrielski signed the Agreement for execution. Director Fenton moved to approve the Agreement as presented. Upon second by Director Sauer, a vote was taken and the motion carried unanimously.
13. District Employees' Retirement Program. The Board directed Mr. Pelsler to work with Mr. Fano the District's attorney regarding implementation of the benefits program. Director Fenton moved that the Board approve

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the following recommendation made by Mr. Pelser. Upon second by Director Reorda, a vote was taken and motion carried unanimously.

- A. Approve the selection of ICMA-RC for the District employee' retirement program consisting of a 401(a) Money Purchase Plan, as the District's defined contribution qualifying alternative to Social Security and a 457(b) Deferred Compensation Plan and a Roth IRA
  - B. Approve a mandatory employee contribution of 6.2% of salary to the 401(a) plan.
  - C. Approve a fixed District contribution of 6.2% of salary to the 401(a) plan.
  - D. Approve a maximum District matching contribution to the 401(a) plan of three percent (3%) of salary as a match to employee voluntary contributions to the 457(b) plan.
  - E. Approve vesting after one (1) year for new employees and approve immediate vesting for District staff who transferred into District employment during January 2018.
  - F. Approve eligibility for retirement benefits for all full-time and part-time employees and confirm that Directors serving on the Board are not eligible for retirement benefits.
  - G. Approve the age 62 as the Normal Retirement Age in the ICMA-RC retirement plans.
  - H. Approve the combined total District 2018 contribution for medical plus retirement benefits of 18.9% of salary with any 2018 savings applied as a one-time contribution to the 401(a) plan at the end of the calendar year. In the future years, any surplus funds budgeted for employee benefits will be considered by the Board for possible distribution to employee benefits programs.
  - I. Approve an increase in medical benefit employer contributions from 50% to 75% beginning the next practical pay period.
  - J. Approve and authorize the President of the Board to sign implementing agreements with ICMA-RC.
  - K. Adopt, subject to attorney approval as to form, a resolution(s) substantially in conformance with the Resolution for a Legislative Body Relating to a Money Purchase Plan as provided by ICMA-RC for establishment of a 401(a), 457(b) and Roth IRA employees' retirement program.
  - L. Approve and authorize the District General Manager and/or the Administrative and Financial Services Manager to be the Retirement Coordinator for the ICMA-RC program.
14. Director Fenton moved to approve rock replacement to Brightview in the amount of \$3,769.42 as presented. Upon second by Director Sauer, a vote was taken and the motion carried unanimously.
15. Mulch Replacement Contract. Tabled until the Special Board meeting July 11, 2018.

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16. Tamlin Water Line Assignment and Bill of Sale Agreement with GTL.  
Tabled until the Special Board meeting July 11, 2018.

Rescheduled the July 4<sup>th</sup> Regular Board Meeting to July 11, 2018

**Miscellaneous**

Director Reorda moved to reschedule the July 4<sup>th</sup> Regular Board Meeting to July 11, 2018 at 10:00 a.m. Upon second by Director Sauer, a vote was taken and the motion carried unanimously.

**Items from the  
Construction  
Manager**

Monthly Report:

Mr. Guzman gave a verbal report to the Board as follows:

- Candidate search for the Ground Water Commission position is active. This position is Governor appointed and the candidate must be qualified as an agricultural professional.
- Cherokee is under compliance order for the treatment plan. Cherokee has a new Board and Mr. Schlegel is no longer managing. Mr. Guzman will continue to update date the Board with current information regarding the underdrain system.
- The installation of the drywall continues for the shops i.e., dentist and vision care leased units.
- The last unit is available to be leased and the phase II approval for the design submitted. The approval should be by the middle to the end of July, 2018.
- Winding walk continues to move forward. Grating contractor will be done by the middle of July.
- The Guthrie Booster Pump will be moved by July 4<sup>th</sup> and will improve the system to 1000 gallons per minute.

**Board Member  
Items**

None presented.

**Legal Items**

- A. Director Fenton moved that the Board enter into Executive Session pursuant to C.R.S. 24-6-402(4)(e) to receive verbal report and provide direction on contract negotiations related to proposed District acquisition of Tamlin water system. Upon second by Director Reorda, the Board entered into Executive Session at 12:20 p.m. Upon motion duly made, seconded and unanimously carried, the Board reconvened into General Session at 12:35 p.m.
- B. Director Fenton moved that the Board enter into Executive Session pursuant to C.R.S.24-6-402(4)(b) to receive advice from counsel - briefing on the possible impacts to the District of the recent Landmark appellate court case. Upon second by Director Reorda, the Board entered into Executive Session at 12:36 p.m. Upon motion duly made, seconded and unanimously carried, the Board reconvened into General Session at 12:45 p.m.
- C. Director Fenton moved that the Board enter into Executive (with attorney Jody Alderman) to receive advice of legal counsel pursuant to C.R.S.

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Sec. 24-6-402(4)(b) regarding issues related to the potential relocation of the Tamlin Water Line. Upon second by Director Reorda, the Board entered into Executive Session at 12:45 p.m. Upon motion duly made, seconded and unanimously carried, the Board reconvened into General Session at 1:05 p.m.

### **Adjournment**

A motion was made by Director Reorda to adjourn the meeting. Upon a second by Director Sauer, a vote was taken and the motion carried unanimously.

There being no further business to come before the Board, the meeting was adjourned at 1:07 p.m.

Respectfully submitted,

  
Secretary for the Meeting