

# 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, August 8, 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  
Tom Sauer, Asst. Secretary/Treasurer

Absent were Director Fenton and Director Reorda, whose absences were excused.

Also present were:

David Pelser; Meridian Service Metro District  
Jennette Coe; Meridian Service Metro District  
Tom Kerby; Tech Contractors  
Fred Jackson; Meridian Service Metro District  
Ryan Kozlowski; Meridian Service Metro District  
Braden McCrory; Meridian Service Metro District  
Angela Maxey; TechBuilders  
Sue Blair; Community Resource Services  
Angie Kelly; Community Resource Services  
Marcos Pacheco; Community Resource Services  
Raul Guzman, Tech Builders  
Samantha Riley and Kelsi Wolf; YMCA  
Nancy Loew, Homeowner  
Jenny Tchang; GTL  
Doug Woods; GTL  
Matt Dalton; Spencer Fane (via telephone)

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

**Disclosure Matter** Mr. Dalton 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 Legal Items be moved to after the Financial items. Director Gessner moved that the agenda be approved as amended. Upon second by Director Sauer, a vote was taken and the motion carried unanimously.

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- Comments from Visitors** Nancy Loew told the Board she is tracking the progress on the projects. She gave the Board a quick outline. No leaks in the gym and the exercise classes are not at full capacity, the Native grass have been mowed but invasive weeds need to be pulled. Fences need to be stained. The residents are required to paint their own; the District should do the same. Along Londonderry there are slopes with wood mulch and she is afraid it will slip over time resulting in mulch on the other streets. Director Gabrielski noted that the Board has used all of the funds budgeted for mulch. She also commented that school has started last week and asked about the status of the cross walks.
- Approve Minutes** The Board reviewed the July 11, 2018 Board Minutes. Director Gessner moved to approve the Minutes as presented. Upon second by Director Sauer, 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 stated to the Board that there are 145 children in child watch for the swim class. Women's weights started the day before and the center added a spinning class and will be adding more classes in the future.
- Recreation Operation's Report: Ryan Kozlowski reported on the recreation operations saying that there was a heating problem in the pool but it has been fixed. The pool needs to be drained and cleaned at the end of the month. Two treadmills and platforms were delivered today. He also commented that the kids are in school so it has been slowing down.
- Water, Sewer Grounds and Drainage and Recreation Operations Report** 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. 2030 - 2037 totaling \$8,865.15 for Meridian Ranch and to approve check nos. 10780 - 10848 totaling \$642,284.90 for Meridian Service. Ms. Blair also requested that the Board ratify Meridian Service claims nos. 10777 - 10779 totaling \$18,479.16. Director Gessner 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 dated June 30, 2018 and financials dated August 3, 2018 for Meridian Service

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Metropolitan District and Meridian Ranch Metropolitan District. Upon a motion by Director Gessner 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 2018 Tap Fee Report with Board.

### Legal Items

Consider Adoption of Meridian Ranch Metropolitan District Resolution 2018 Subdistrict Calling for an Election for Meridian Ranch Metropolitan District 2018 Subdistrict to Incur Debt and Issue Bonds: Matt Dalton spoke and gave an update on what this Resolution covers. It will approve the District to operate within an envelope. This Resolution will be adopted at the September 5, 2018 meeting. Sue Blair will be listed as the DEO. The potential posting locations could be Well # 9 and the construction trailer as well as another location. David Pelsner will confirm the address of these posting locations.

Consider Adoption of Meridian Service Metropolitan District Resolution Adopting the Protections for Consumer Data Privacy Policy: Director Gessner moved that the Board Adopt the Resolution as presented. Upon a second by Director Sauer, a vote was taken and the motion carried unanimously.

Consider Adoption of Meridian Ranch Metropolitan District Resolution Adopting the Protections for Consumer Data Privacy Policy: Director Gessner moved that the Board Adopt the Resolution as presented. Upon a second by Director Sauer, a vote was taken and the motion carried unanimously.

### Items from the Manager

Approve 3rd Addendum to Woodman Hills Metropolitan District IGA to Extend Offloading Through December 31, 2018: David Pelsner spoke about the addendum and what it involves. Raul Guzman commented on why the agreement should be tabled and how it affects both Districts. No action taken and tabled until next meeting.

Approve IGA with Woodman Hills Metropolitan District for Steel Sleeves in County Right of Way at Judge Orr Road Crossing of Bennet Creek: Director Gessner moved that the Board approve the IGA with Woodman Hills Metropolitan District as presented. Upon a second by Director Sauer, a vote was taken and the motion carried unanimously.

Approve Revision to Meridian Ranch Recreation Center Handbook Related to Use of Locker Rooms: David Pelsner spoke about the revisions to the rules. Director Gessner moved that the Board accept the first section of the revision and have the lawyers discuss the second part. Upon a second by Director Sauer, a vote was taken and the motion carried unanimously.

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Ratify the Purchase of the Ford F-150 Pickup Truck, Budgeted Replacement Vehicle in Sewer Fund: Director Gessner moved to ratify the purchase. Upon a second by Director Sauer, a vote was taken and the motion carried unanimously.

## Action Items from the Manager 5-8:

5. Consider and Approve Hiring an Additional Water Operator
6. Consider and Approve the Purchase of a Vehicle for the Additional Water Operator Estimated at \$25,000
7. Consider and Approve the Purchase of a Computer for the Additional Water Operator Estimated at \$600
8. Consider Directing Staff to Return at a Later Date with Proposed Actions to Amend Water Fund Budget to Appropriate Funds for the Additional Water Operator, Vehicle, and Computer

David Pelser spoke about the need for an additional operator. The offer has been extended to a potential employee. David is asking the Board to approve or ratify this decision. Director Gessner asked where this money would come from. Raul Guzman mentioned that the District could easily get this money from the interest earned from Sterling Ranch. Director Gessner asked if this is more deserving of funding than other incomplete projects. David Pelser responded by noting this was a position that is better filled now with an available qualified person. Director Gessner moved that the Board approve this decision. Upon a second by Director Sauer, a vote was taken and the motion carried unanimously.

## Manager's Verbal Informational Report

David Pelser discussed the door to door solicitors and where he is at with that issue. He has reached out to the County and will report back at a later date as to what the District can do.

The rock, seed and mulch contract has been completed. Booster pump station is almost complete. In the next couple weeks, it will be up and running. Also, The District had The Vistas Filing 1 accepted.

## Items from the Construction Manager

### Monthly Report:

Mr. Guzman reported that all the shops are leased out. The tenant at the end of Stapleton Drive will be in and working in the next 2 months. Phase 2 has been submitted to the County. There will be a bid in November and he is hoping to start construction in January. Winding Walk and Stonebridge underground construction is still going on and should be completed around March and the paving company should be out in the next 4 weeks. The striping at Londonderry should be done around that time. At the sewer plant, they needed an easement to get utilities to transformer. Raul Guzman just received the proper information to move forward with this. Director Gessner asked the Board as the District, if they should do some sort of landscaping that will shield the building from the community.

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## **Board Member Items**

Consider Excusing Board Member Absences: The Board excused the Board member's absences.

Both DRC's are doing a cleanup day in September. A roll off dumpster will be going on Rainbow Bridge on September 14 & 15. They are asking non- profits to participate in the litter walkthrough. If they participate, DRC will donate \$250.00 to their organization.

## **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