

MERIDIAN RANCH METROPOLITAN DISTRICT (MRMD)

MERIDIAN SERVICE METROPOLITAN DISTRICT (MSMD)

MERIDIAN RANCH METROPOLITAN DISTRICT 2018
SUBDISTRICT (MRMD 2018 Subdistrict)

November 2021
Board Packet Supplement

**MERIDIAN RANCH METROPOLITAN DISTRICT (MRMD)
MERIDIAN SERVICE METROPOLITAN DISTRICT (MSMD)
MERIDIAN RANCH METROPOLITAN DISTRICT 2018 SUBDISTRICT (MRMD 2018 Subdistrict)
REGULAR MEETING AGENDA**

<u>Board of Directors</u>	<u>Office</u>	<u>Term Expiration</u>
Butch Gabrielski	President	May 2023
Wayne Reorda	Secretary/Treasurer	May 2022
Bill Gessner	Asst. Secretary/Treasurer	May 2023
Mike Fenton	Asst. Secretary/Treasurer	May 2023
Tom Sauer	Asst. Secretary/Treasurer	May 2022

DATE: Wednesday, November 3, 2021

TIME: 10:00 a.m.

PLACE: Meridian Ranch Recreation Center
10301 Angeles Road
Peyton, CO 80831

The Public may participate in person or by following this link [Click here to join the meeting](#) or by telephone by calling +1 872-242-8662 and using Phone Conference ID: 409 414 161#

I. ADMINISTRATIVE ITEMS:

- A. Call to Order
- B. Conflicts of Interest
- C. Approve Agenda
- D. Visitor Comments (Limited to 3 minutes per resident or household)
- E. Review and Approve October 8, 2021, Combined Regular Board Meeting Minutes (enclosure)

II. FINANCIAL ITEMS:

- A. Receive from CRS the Quarterly MRMD Cash Position Summary and Unaudited Financial Statements (enclosure)
- B. Review and Accept MSMD Cash Position Summary and Unaudited Financial Statements (enclosure and/or distributed under separate cover)
- C. Review Tap Fee Report for Information Only (enclosure and/or distributed under separate cover)
- D. Review, Ratify and Approve Monthly Payment of Claims (enclosure and/or distributed under separate cover)
- E. Receive Finance Committee Report
- F. Conduct Public Hearing to Certify Delinquent Accounts
- G. Adopt Resolution MSMD 21-05 Certifying Delinquent Accounts (enclosure)
- H. Receive Staff Report and Provide Direction to Staff on Proposed 2021 Budgets and Fees, and November Budget Workshop (enclosure and/or handout)

III. OPERATIONS & ENGINEERING ITEMS:

A. Information Items (No Action)

1. MSMD Operations Reports – Water, Sewer, Parks and Grounds, Recreation (enclosure and/or handout)
2. Manager’s Verbal Report
3. Presentation of Comments Received Regarding Proposed Changes to the Meridian Service District Employee Handbook

B. Action Items

1. Approve and authorize President to sign Construction Services Contract with Thomas General Contractors for Remodel of Recreation Center Lobby, \$120,602.88
2. Approve and authorize President to sign Professional Services Agreement with JDS Hydro for Water Filter Plant Design and Permitting, \$129,800.00
3. Approve and authorize President to sign Professional Services Agreement with JDS Hydro for Filter Plant Expansion Pipeline Bidding and Construction Administration, \$27,097.00

IV. DEVELOPER ITEMS:

- A. Verbal Report from Construction Manager

V. DIRECTOR ITEMS:

VI. LEGAL ITEMS:

- A. Enter into Executive Session pursuant to C.R.S. 24-6-402(4)(e) Determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators regarding Grandview Metropolitan District.
- B. Enter into Executive Session pursuant to C.R.S. 24-6-402(4)(f) regarding personnel issues related to General Manager annual performance review, salary, and benefits.

VII. ADJOURNMENT:

The next meeting of the Boards is scheduled for Wednesday, November 17, 2021, at 6:00 p.m. at the Meridian Ranch Recreation Center, 10301 Angeles Road, Peyton, Colorado 80831 for a Budget Workshop.

The Board will hold a virtual Special Meeting on Wednesday December 1, at 9:00 a.m. to consider approval of loan documents for partial financing of the Cherokee Metropolitan District TDS Removal Project.

The next regular meeting of the Boards is scheduled for Wednesday, December 8, 2021, at 10:00 a.m. at the Meridian Ranch Recreation Center, 10301 Angeles Road, Peyton, Colorado 80831.

**Meridian Service Metropolitan District
Vendor Payment Register Report - Summary
Board Meeting - Payments to Approve
November 3, 2021**

Date	Payment Type	Vendor	Amount
11/03/21	Vendor Direct	ADT SECURITY SERVICES, INC.	\$ 116.25
11/03/21	ePayment	All Rental Center Inc	\$ 5,612.80
11/03/21	ePayment	American Portable Services Inc.	\$ 372.00
11/03/21	ePayment	Applied Ingenuity, LLC	\$ 68,053.00
11/03/21	Check	Aqueous Solution Inc.	\$ 1,277.50
11/03/21	Check	Bill's Equipment & Supply, Inc.	\$ 747.40
11/03/21	Check	Black Hills Energy	\$ 4,172.15
11/03/21	Check	Braden McCrory	\$ 1,984.23
11/03/21	Vendor Direct	BrightView Landscape Services Inc.	\$ 31,295.85
11/03/21	ePayment	Browns Hill Engineering & Controls, LLC	\$ 32,801.00
11/03/21	ePayment	Carlson, Hammond & Paddock, LLC	\$ 1,838.85
11/03/21	Check	CEBT Payments	\$ 14,002.02
11/03/21	Check	CenturyLink - FP & LS	\$ 451.08
11/03/21	Check	Chase Cardmember Services	\$ 15,690.72
11/03/21	Check	Colorado Analytical Lab	\$ 342.40
11/03/21	ePayment	Core & Main LP	\$ 765.96
11/03/21	Check	Councilman-Hunsaker	\$ 1,445.40
11/03/21	Check	CRS Community Resource Services	\$ 12,906.17
11/03/21	Check	CSU Colorado Springs Utilities	\$ 109.30
11/03/21	ePayment	DBC Irrigation Supply	\$ 129.53
11/03/21	Check	Engineered Air	\$ 571.68
11/03/21	Check	Grainger	\$ 1,447.79
11/03/21	Check	Henley's Key Service, Inc.	\$ 106.85
11/03/21	Check	Home Depot Credit Services	\$ 1,464.79
11/03/21	ePayment	Jan-Pro of Southern Colorado	\$ 3,113.00
11/03/21	ePayment	JDS-Hydro Consultants, Inc.	\$ 12,418.75
11/03/21	Check	John Deere Financial	\$ 243.41
11/03/21	Check	Kings III Emergency Communications	\$ 100.98
11/03/21	Check	Lytle Water Solutions, LLC	\$ 5,500.00
11/03/21	Check	Northern Tool & Equipment	\$ 99.96
11/03/21	Vendor Direct	O'Reilly Automotive	\$ 13.88
11/03/21	Vendor Direct	Safeway	\$ 2,569.27
11/03/21	Vendor Direct	Spencer Fane LLP	\$ 8,992.74
11/03/21	ePayment	Starfish Aquatics Institute	\$ 129.00
11/03/21	ePayment	TIAA Commercial Finance, Inc	\$ 187.00
11/03/21	Vendor Direct	UniFirst First Aid & Safety	\$ 2,028.32
11/03/21	Vendor Direct	USA BlueBook	\$ 199.09
11/03/21	Vendor Direct	Verizon	\$ 309.78
11/03/21	Check	VertiCloud Networks LLC	\$ 3,856.00
11/03/21	Check	WHMD Woodmen Hills Metropolitan District	\$ 17,739.00
Bill.com Grand Total			\$ 255,204.90
11/03/21	CK# 13300	Jeffrey & Jennifer Aldridge	\$ 171.37
11/03/21	CK# 13301	Timberline	\$ 1,000.00
11/03/21	CK# 13302	Void	
11/03/21	CK# 13303	American Civil Const	\$ 868.45
Total Payments	44	Total Payments	\$ 257,244.72

Payroll Transactions	10/1-10/31/2021
BOD Payroll:	\$ 430.60
Bi-weekly Payroll:	\$ 142,615.35
Payroll & HR Services:	\$ 452.60
Total:	\$ 143,498.55

Meridian Service Metropolitan District
Reconciliation Detail
3070100 · Chase Credit Card, Period Ending 10/21/2021

Type	Date	Name	Memo	Clr	Amount	Balance
Beginning Balance						-22.13
Cleared Transactions						
Charges and Cash Advances - 46 items						
Credit Card Charge	09/21/2021	Front Range Landsc...	Blue Spruce for MRRC	X	-1,957.50	-1,957.50
Credit Card Charge	09/21/2021	Zumba Fitness	Instructor Membership for September 2021	X	-44.90	-2,002.40
Credit Card Charge	09/21/2021	Amazon	Dry Erase Markers-CB	X	-8.98	-2,011.38
Credit Card Charge	09/22/2021	YMCA of PPR	CPO Certified for Four Staff at MRRC	X	-1,000.00	-3,011.38
Credit Card Charge	09/22/2021	Amazon	Sports Supplies-Volley-Lite x10	X	-294.90	-3,306.28
Credit Card Charge	09/22/2021	Amazon	Dry Erase White Board-CB	X	-57.09	-3,363.37
Credit Card Charge	09/23/2021	Sams Club	Supplies for Daddy Daughter Dance	X	-96.93	-3,460.30
Credit Card Charge	09/24/2021	Zanypaint	Face Painting for Daddy Daughter Dance-MRRC	X	-420.00	-3,880.30
Credit Card Charge	09/24/2021	Vistaprint	Business Cards for PE	X	-33.98	-3,914.28
Credit Card Charge	09/24/2021	E470 Express Tolls	Travel Tolls for Water Testing	X	-8.95	-3,923.23
Credit Card Charge	09/25/2021	Foley Services	Cost of DOT Compliance Program for 2022	X	-500.00	-4,423.23
Credit Card Charge	09/27/2021	Amazon	5 Ream Case of Copy Paper x2	X	-99.64	-4,522.87
Credit Card Charge	09/28/2021	Amazon	Brother Printer Drum-Black	X	-88.48	-4,611.35
Credit Card Charge	09/28/2021	Walmart	Swim Team Prep Party Supplies	X	-71.84	-4,683.19
Credit Card Charge	09/29/2021	Fitness Plus Equipm...	Assembly Cable	X	-206.48	-4,889.67
Credit Card Charge	09/29/2021	Amazon	Hanging Folders and File Folders	X	-40.69	-4,930.36
Credit Card Charge	09/29/2021	Walmart	Wasp Spray	X	-29.82	-4,960.18
Credit Card Charge	09/29/2021	Amazon	2-Ply Paper Towels	X	-27.99	-4,988.17
Credit Card Charge	09/30/2021	Big Air Jumpers, Inc.	MRMD Harvest Run Activities	X	-597.00	-5,585.17
Credit Card Charge	09/30/2021	Amazon	50ft Length Workout Rope	X	-54.67	-5,639.84
Credit Card Charge	09/30/2021	Amazon	Samsung Galaxy Tab Case w/ Screen Protector	X	-18.69	-5,658.53
Credit Card Charge	10/01/2021	Tayco Screen Printing	5k race shirts for Harvest Run on 10/3/2021	X	-1,107.90	-6,766.43
Credit Card Charge	10/01/2021	Amazon	Exercise Supplies-Kettlebell Weight Sets x6	X	-146.94	-6,913.37
Credit Card Charge	10/01/2021	Home Depot	Flag Football Field Paint	X	-28.05	-6,941.42
Credit Card Charge	10/02/2021	Safeway	Ice for Cooler-Flag Football	X	-2.59	-6,944.01
Credit Card Charge	10/04/2021	T.S. Industrial Supply	Manhole Hook	X	-174.80	-7,118.81
Credit Card Charge	10/05/2021	Big Air Jumpers, Inc.	Tip for Big Air Worker-Harvest Run Activities	X	-20.00	-7,138.81
Credit Card Charge	10/06/2021	Amazon	Exercise Supplies: 12 and 18 pound Kettlebells	X	-43.98	-7,182.79
Credit Card Charge	10/07/2021	Sams Club	Filter Plant Supplies-Towels, etc.	X	-74.48	-7,257.27
Credit Card Charge	10/08/2021	Amazon	Private Property Signs	X	-99.90	-7,357.17
Credit Card Charge	10/09/2021	LinkedIn	Monthly Premium Subscription 10/9/21-11/9/21	X	-29.99	-7,387.16
Credit Card Charge	10/12/2021	1000Bulbs.com	LED Bulbs for Filter Plant	X	-1,148.33	-8,535.49
Credit Card Charge	10/12/2021	Amazon	Exercise Supplies- Kettlebells x3	X	-29.99	-8,565.48
Credit Card Charge	10/13/2021	Amazon	New Dell Laptop for BA	X	-1,495.00	-10,060.48
Credit Card Charge	10/13/2021	White Cap	Misc Supplies-Marking Paint	X	-816.75	-10,877.23
Credit Card Charge	10/13/2021	Amazon	Docking station for BA's Laptop Replacement	X	-127.36	-11,004.59
Credit Card Charge	10/14/2021	American Red Cross	CPR Instructor Kit- towards Safety Grant	X	-1,833.44	-12,838.03
Credit Card Charge	10/14/2021	Amazon	Hammermill Copy Paper x2 Reams	X	-36.30	-12,874.33
Credit Card Charge	10/14/2021	Amazon	Spigen for iPhone Mini Case	X	-7.99	-12,882.32
Credit Card Charge	10/15/2021	Blue Ribbon Trophies	Medals for Flag Football	X	-68.75	-12,951.07
Credit Card Charge	10/15/2021	Omelets Etc	Breakfast x3 during Power Outage	X	-41.50	-12,992.57
Credit Card Charge	10/19/2021	Amazon	Bulk Halloween Candy and Party Favors	X	-49.50	-13,042.07
Credit Card Charge	10/19/2021	Amazon	Frito Lay Variety Pack	X	-17.98	-13,060.05
Credit Card Charge	10/19/2021	Amazon	Coffee Stirrers	X	-11.95	-13,072.00

Meridian Service Metropolitan District
Reconciliation Detail
3070100 · Chase Credit Card, Period Ending 10/21/2021

Type	Date	Name	Memo	Clr	Amount	Balance
Credit Card Charge	10/20/2021	CO Dept of Public S...	Awaiting more info from EK	X	-5.88	-13,077.88
Deposit	10/27/2021	Chase Cardmember...	Refund Credit (On Account)	X	-7,788.47	-20,866.35
Total Charges and Cash Advances					-20,866.35	-20,866.35
Payments and Credits - 5 items						
Bill	08/21/2021	Chase Cardmember...	Credit Card Purchases07/22/21-08/21/21	X	9,110.79	9,110.79
Credit Card Credit	09/21/2021	Amazon	Refund for Order #113-2267818-4066648 Printer Paper	X	22.98	9,133.77
Bill	09/21/2021	Chase Cardmember...	Credit Card Purchases8/22/2021-9/21/2021	X	5,867.08	15,000.85
Credit Card Credit	10/01/2021	LinkedIn	Refund on tax charged for five months	X	7.70	15,008.55
Credit Card Credit	10/07/2021	Costco	Refund for Chair Mats x5	X	144.95	15,153.50
Total Cleared Transactions					-5,712.85	-5,712.85
Cleared Balance					5,712.85	5,690.72
Register Balance as of 10/21/2021					5,712.85	5,690.72
New Transactions						
Charges and Cash Advances - 2 items						
Credit Card Charge	10/22/2021	Honey Baked Ham	Meal-Get Well Gift for Employee Family		-101.98	-101.98
Credit Card Charge	10/22/2021	Honey Baked Ham	Additional charge from Vendor		-0.01	-101.99
Total Charges and Cash Advances					-101.99	-101.99
Total New Transactions					-101.99	-101.99
Ending Balance					5,814.84	5,792.71



MERIDIAN SERVICE METROPOLITAN DISTRICT
Water, Wastewater, Parks and Recreation
11886 Stapleton Dr, Falcon, CO 80831
719-495-6567, Fax 719-495-3349

DATE: October 20, 2021
TO: MSMD Board of Directors
RE: Finance Committee Report

On October 20, 2021 the Board's Finance Committee (Directors Gabrielski and Sauer) met with Jim Nikkel, General Manager and Carrie Billingsly, Supervising Accounting Technician. The following is a summary of the meeting:

- The Finance Committee approved interim MSMD payments in the amount of \$573,463.65 and directed staff to put these on the Board's November agenda for ratification.

Submitted by:

Milton B. Gabrielski, Finance Committee Chair