

**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, May 4, 2022
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: +481330598#

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 April 6, 2022, Combined Regular Board Meeting Minutes (enclosure) ***Page 3***

II. FINANCIAL ITEMS:

- A. Receive from CRS Quarterly MRMD and MRMD 2018 Subdistrict Cash Position Summary and Unaudited financial Statements (enclosure and/or distributed under separate cover) ***Pages 7-13***
- B. Review and Accept MSMD Cash Position Summary and Unaudited Financial Statements (enclosure and/or distributed under separate cover) ***Supplement***
- C. Review Tap Fee Report for Information Only (enclosure and/or distributed under separate cover) ***Pages 14-15***
- D. Review, Ratify and Approve Monthly Payment of Claims (enclosure and/or distributed under separate cover) ***MRMD Page 16, Interim Page 17, MSMD Supplement***
- E. Receive Finance Committee Report ***Page 18***

III. OPERATIONS & ENGINEERING ITEMS:

- A. Information Items (No Action)
 - 1. MSMD Operations Reports – Water, Sewer, Parks and Grounds, Recreation (enclosure and/or handout) ***Pages 19-23***
 - 2. Manager’s Verbal Report

IV. DEVELOPER ITEMS:

- A. Verbal Report from Construction Manager

V. DIRECTOR ITEMS:

- A. Discussion on Election Process

VI. LEGAL ITEMS:

- A. Briefing and discussion regarding Colorado Family Leave Law and possible opt-out process. **Pages 24-31**

VII. ADJOURNMENT:

The next regular meeting of the Boards is scheduled for Wednesday, June 8, 2022, at 10:00 a.m. at the Meridian Ranch Recreation Center, 10301 Angeles Road, Peyton, Colorado 80831.

RECORD OF PROCEEDINGS

**MINUTES OF THE COMBINED REGULAR MEETING
OF THE BOARDS OF DIRECTORS OF THE
MERIDIAN RANCH METROPOLITAN DISTRICT (MRMD)
MERIDIAN SERVICE METROPOLITAN DISTRICT (MSMD)
MERIDIAN RANCH METROPOLITAN DISTRICT 2018 SUBDISTRICT (MRMD 2018 Subdistrict)**

Held: April 6, 2022, 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
Wayne Reorda, Secretary/Treasurer
Bill Gessner, Asst. Secretary/Treasurer
Mike Fenton, Asst. Secretary/Treasurer
Tom Sauer, Asst. Secretary/Treasurer

Also present were:

Jim Nikkel; Meridian Service Metro District
Jennette Coe; Meridian Service Metro District
Beth Aldrich; Meridian Service Metro District
Eileen Krauth; Meridian Service Metro District
Braden McCrory; Meridian Service Metro District
Ryan Kozlowski; Meridian Service Metro District
Aleks Myszkowski; Meridian Service Metro District
Tobi Bagley; Meridian Service Metro District
Carrie Billingsly; Meridian Service Metro District (via videoconference)
Karrie Dean; Meridian Service Metro District (via videoconference)
Ron Fano; Spencer Fane
Tom Kerby; Tech Builders
Raul Guzman; Tech Builders
Robert Guevara; Resident (via videoconference)

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 10:01 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.

RECORD OF PROCEEDINGS

Approve Minutes The Board reviewed the March 2, 2022, 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. Coe reviewed the cash position summary and monthly financial reports for February 2022. A 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 March 2022 Tap Fee Report: Ms. Coe reviewed the March 2022 Tap Fee Report with the Board for information only.

Approval of Payment of Claims: Ms. Coe reviewed the updated claims presented for approval at this meeting represented by check numbers:

MRMD: 02337-02345 totaling \$10,853.10

Interim: Bill.com payments for ratification totaling \$197,188.40

MSMD: Bill.com Payments totaling \$179,310.76

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

A motion was made and seconded to approve the MRMD payment of claims.

The motion was approved by unanimous vote of directors present.

Receive Finance Committee Report: Ms. Coe noted the Finance Committee met on March 23, 2022, and gave a summary of the Finance Committee Report on page 11 of the packet. The March Interim payments were reviewed and signed by Director Gabrielski and Director Reorda (in Director Sauer's absence).

**Operations &
Engineering Items**

Information Items:

MSMD Operations Reports:

- Mr. McCrory presented the water, sewer, parks and grounds, and drainage operation reports which included information from pages 16-24 of the Board Packet.
- Mr. Kozlowski presented the Recreation Center Report to the Board which included information from pages 25-26 of the Board Packet. Mr. Kozlowski also noted:
 - Director Gabrielski wanted to revisit the financing for the replastering of the outdoor pool.
 - A resident, Mr. Guevara, expressed concern about the closing procedures at the Recreation Center.

RECORD OF PROCEEDINGS

- Managers Verbal Report: Mr. Nikkel provided status reports on the following matters:
 - We are very pleased with the two new employees that we have hired, but there are still several positions to fill.
 - Working with Woodmen Hills on more effective communication concerning financial matters.
 - Replacement Plan related to effluent from Cherokee Plant was submitted and recognized.

Action Items:

1. Consider and Approve Agreement for Falcon Freedom Day Firework Show:
A motion was made and seconded to approve the Falcon Freedom Day Firework Show contract. The motion was approved by unanimous vote of directors present.
2. Consider and Approve Revisions to Meridian Service General Construction Notes for Water and Sanitary Sewer construction within Sanctuary at Meridian Ranch: A motion was made and seconded to approve the Meridian Service general construction notes for water and sanitary sewer construction with Sanctuary at Meridian Ranch. The motion was approved by unanimous vote of directors present.
3. Consider and Approve Lease Agreement with GTL for District Office: A motion was made and seconded to approve an extension of the lease agreement for three years. The motion was approved by unanimous vote of directors present.
4. Consider and Approve Renewal of Annual Agreement for Bill.com Services:
A motion was made and seconded to approve the annual renewal for Bill.com Option two. The motion was approved by unanimous vote of directors present.

Developer Items

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

- The county design of the Rex Road and Meridian Road is nearly complete. When the design is approved, GTL will put the project out to bid with anticipated installation in summer 2022.
- The county is coordinating the design and construction of the Eastonville road improvements with the Grandview development. The county will be responsible for the construction from Snaffle Bit Road to Londonderry Drive and the developers of Grandview will be responsible

RECORD OF PROCEEDINGS

for the construction from Londonderry north to Rex Road. There is no anticipated construction date.

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(b) to confer with attorney for the district for the purpose of receiving legal advice regarding letter of intent for sale of wastewater treatment capacity.

A motion was made, seconded and approved by unanimous vote of directors present to close the executive session.

In open session, the following motions were made, seconded and approved by unanimous vote of directors present:

A motion was made, seconded and approved by unanimous vote of directors present to waive conflict of interest with Spencer Fane in regard to the negotiations for a potential sale of wastewater treatment capacity.

A motion was made, seconded and approved by unanimous vote of directors present to grant a sixty-day extension for the payment of outstanding Sterling Ranch Metropolitan District 2021 Tap Fees to May 31, 2022.

Adjournment There being no further business to come before the Board, the President adjourned the meeting at 12:35 p.m.

The next regular meeting of the Boards is scheduled for May 4, 2022, at 10:00 a.m. at the Meridian Ranch Recreation Center, 10301 Angeles Road, Peyton, Colorado 80831.

Respectfully submitted,

Secretary for the Meeting

MERIDIAN RANCH METROPOLITAN DISTRICT
CASH POSITION
Year to Date (YTD) as of March 31, 2022
Adjusted as of April 29, 2022

Account Activity Item Description	CHECKING Wells Fargo	INVESTMENTS				TOTAL ALL ACCOUNTS
		ColoTrust Plus	ColoTrust Edge	PNC Loan Account	PNC Reserve	
Beginning balance per bank	\$ 2,437	\$ -	\$ 854,820	\$ 5,830,193	\$ 1,411,920	\$ 8,099,370
YTD credits - deposits, wires and transfers	2,661,321	1,215,815	80,788	3,657,839	34	7,615,797
YTD debits - vouchers, wires and transfers	(2,651,107)	(972,496)	(92,646)	(548)	(165)	(3,716,962)
Bank balance at end of period	12,651	243,319	842,962	9,487,484	1,411,789	11,998,205
Less: outstanding checks	(1,977)	-	-	-	-	(1,977)
Plus: due from Subdistrict	3,305	-	-	-	-	3,305
Adjusted balance at end of period	13,979	243,319	842,962	9,487,484	1,411,789	11,999,533
Less amount restricted for debt	-	-	-	(9,487,484)	(1,411,789)	(10,899,273)
Less account allocated for capital	-	-	(224,086)	-	-	(224,086)
Unrestricted balance at end of period	13,979	243,319	618,876	-	-	876,174
Current activity:						
Current payables	(12,436)	-	-	-	-	(12,436)
Due from Subdistrict	2,711	-	-	-	-	2,711
Due to MSMD - IGA	-	(200,000)	-	-	-	(200,000)
Deposits	742,000	107,418	-	-	-	849,418
Payments	(9,061)	-	-	-	-	(9,061)
Payroll tax payments	(214)	-	-	-	-	(214)
Transfers	15,000	(15,000)	-	-	-	-
Taxes transferred	-	(85,935)	-	85,935	-	-
Tap fees	(742,000)	-	-	742,000	-	-
Less amount restricted for debt	-	-	-	(827,935)	-	(827,935)
Adjusted current unrestricted balance	\$ 9,979	\$ 49,802	\$ 618,876	\$ -	\$ -	\$ 678,657

**MERIDIAN RANCH METROPOLITAN DISTRICT
FUND ALLOCATION OF AVAILABLE BALANCES
Year to Date (YTD) as of March 31, 2022**

Account Activity Item Description	GENERAL	DEBT	CTF	TOTALS ALL FUNDS
Beginning balance per bank	\$ 856,442	\$ 7,017,793	\$ -	\$ 8,098,321
Allocated for Capital Projects	-	224,086	-	-
Beginning funds available	\$ 856,442	\$ 7,241,879	\$ -	\$ 8,098,321
YTD REVENUES PER FINANCIAL STATEMENTS				
Property taxes	250,342	1,001,278	-	1,251,620
Specific ownership taxes	12,599	50,395	-	62,994
Investment income	765	204	-	969
Facility fees transferred from Meridian Service	-	2,621,000	-	2,621,000
Conservation Trust Entitlements	-	-	15,321	15,321
Total YTD revenues	263,706	3,672,877	15,321	3,951,904
Beginning funds available plus YTD revenues	1,120,148	10,914,756	15,321	12,050,225
Less YTD expenditures per financial statements	(19,639)	(15,732)	(15,321)	(50,692)
YTD ENDING AVAILABLE FUND BALANCES	\$ 1,100,509	\$10,899,024	\$ -	\$11,999,533

Budget vs. Actual Page Reference: Page 3 Page 4 Page 5

MERIDIAN RANCH METROPOLITAN DISTRICT
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE
BUDGET VS. ACTUAL - Cash Basis (Non-GAAP)
GENERAL FUND
For the Three Months Ended March 31, 2022
Unaudited

	<u>Jan-Mar Activity</u>	<u>YTD Actual</u>	<u>2022 Adopted Budget</u>	<u>Variance Over (Under)</u>	<u>Percent of Budget (25% YTD)</u>
REVENUES					
Property taxes	\$ 250,342	\$ 250,342	\$ 538,466	\$ (288,124)	46%
Specific ownership taxes	12,599	12,599	46,378	(33,779)	27%
Investment income	765	765	500	265	153%
Total revenues	<u>263,706</u>	<u>263,706</u>	<u>585,344</u>	<u>(321,638)</u>	<u>45%</u>
EXPENDITURES					
Audit	60	60	10,000	(9,940)	1%
County treasurer fees	3,755	3,755	8,077	(4,322)	46%
Director fees and payroll taxes	1,446	1,446	12,000	(10,554)	12%
District management and accounting	6,510	6,510	30,000	(23,490)	22%
Dues and membership	-	-	1,500	(1,500)	0%
Election	3,915	3,915	20,000	(16,085)	20%
Insurance	-	-	5,000	(5,000)	0%
Legal	58	58	5,000	(4,942)	1%
Miscellaneous	3,742	3,742	1,000	2,742	374%
Payroll taxes	153	153	918	(765)	17%
Transfer to Meridian Service	-	-	350,000	(350,000)	0%
3% Tabor Reserve	-	-	17,600	(17,600)	0%
Total expenditures	<u>19,639</u>	<u>19,639</u>	<u>461,095</u>	<u>(441,456)</u>	<u>4%</u>
NET CHANGE IN FUND BALANCE	<u>\$ 244,067</u>	244,067	<u>\$ 124,249</u>	<u>\$ 119,818</u>	
BEGINNING FUND BALANCE		<u>856,442</u>			
ENDING FUND BALANCE		<u>\$ 1,100,509</u>			

MERIDIAN RANCH METROPOLITAN DISTRICT
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE
BUDGET VS. ACTUAL - Cash Basis (Non-GAAP)
DEBT FUND
For the Three Months Ended March 31, 2022
Unaudited

	<u>Jan-Mar Activity</u>	<u>YTD Actual</u>	<u>2022 Adopted Budget</u>	<u>Variance Over (Under)</u>	<u>Percent of Budget (25% YTD)</u>
REVENUES					
Property taxes	\$ 1,001,278	\$ 1,001,278	\$ 2,153,669	\$(1,152,391)	46%
Specific ownership taxes	50,395	50,395	185,510	(135,115)	27%
Facilities fees transferred from MSMD	2,621,000	2,621,000	4,750,000	(2,129,000)	55%
Investment income	204	204	1,500	(1,296)	14%
Total revenues	<u>3,672,877</u>	<u>3,672,877</u>	<u>7,090,679</u>	<u>(3,417,802)</u>	<u>52%</u>
EXPENDITURES					
County treasurer fees	15,019	15,019	32,305	(17,286)	46%
Bond interest (2008 \$7M)	-	-	350,000	(350,000)	0%
Loan interest (2013 \$33.5M)	-	-	807,036	(807,036)	0%
Loan principal (2013 \$33.5M)	-	-	1,060,000	(1,060,000)	0%
Loan interest (2014 \$3.5M)	-	-	92,243	(92,243)	0%
Loan principal (2014 \$3.5M)	-	-	110,000	(110,000)	0%
Loan interest (2018 \$24M)	-	-	840,281	(840,281)	0%
Loan principal (2018 \$24M)	-	-	350,000	(350,000)	0%
Paying agent and bank fees	713	713	1,000	(287)	71%
Transfer to Meridian Service	-	-	750,000	(750,000)	0%
Miscellaneous	-	-	1,000	(1,000)	0%
Total expenditures	<u>15,732</u>	<u>15,732</u>	<u>4,393,865</u>	<u>(4,378,133)</u>	<u>0%</u>
NET CHANGE IN FUND BALANCE	<u>\$ 3,657,145</u>	3,657,145	<u>\$ 2,696,814</u>	<u>\$ 960,331</u>	
BEGINNING FUND BALANCE		<u>7,241,879</u>			
ENDING FUND BALANCE		<u>\$ 10,899,024</u>			

MERIDIAN RANCH METROPOLITAN DISTRICT
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE
BUDGET VS. ACTUAL - Cash Basis (Non-GAAP)
CONSERVATION TRUST FUND
For the Three Months Ended March 31, 2022
Unaudited

	<u>Jan-Mar Activity</u>	<u>YTD Actual</u>	<u>2022 Adopted Budget</u>	<u>Variance Over (Under)</u>	<u>Percent of Budget (25% YTD)</u>
REVENUES					
Conservation Trust entitlements	\$ 15,321	\$ 15,321	\$ 55,000	\$ (39,679)	28%
Total revenues	<u>15,321</u>	<u>15,321</u>	<u>55,000</u>	<u>(39,679)</u>	<u>28%</u>
EXPENDITURES					
Transfer to Meridian Service	15,321	15,321	55,000	(39,679)	28%
Total expenditures	<u>15,321</u>	<u>15,321</u>	<u>55,000</u>	<u>(39,679)</u>	<u>28%</u>
NET CHANGE IN FUND BALANCE	<u>\$ -</u>	<u>-</u>	<u>\$ -</u>	<u>\$ -</u>	
BEGINNING FUND BALANCE		<u>-</u>			
ENDING FUND BALANCE		<u>\$ -</u>			

MERIDIAN RANCH METROPOLITAN DISTRICT 2018 SUBDISTRICT
CASH POSITION RECONCILED TO GENERAL LEDGER
 Year to Date (YTD) as of March 31, 2022
 Adjusted as of April 29, 2022
 Unaudited

Account Activity Item Description	INVESTMENTS ColoTrust Plus	TOTAL ALL ACCOUNTS
Beginning balance per bank	\$ 81,062	\$ 81,062
YTD credits - Total deposits, wires and transfers	65,777	65,777
YTD debits - Total vouchers, wires and transfers	-	-
Bank balance at end of period	146,839	146,839
Less: Due to MRMD	(6,016)	(6,016)
Current cash balance	\$ 140,823	\$ 140,823

MERIDIAN RANCH METROPOLITAN DISTRICT SUBDISTRICT
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE
BUDGET VS. ACTUAL - Cash Basis (Non-GAAP)
SUBDISTRICT FUND
For the Three Months Ended March 31, 2022
Unaudited

	<u>Jan-Mar Activity</u>	<u>YTD Actual</u>	<u>2022 Adopted Budget</u>	<u>Variance Over (Under)</u>	<u>Percent of Budget (25% YTD)</u>
REVENUES					
Property taxes	\$ 63,834	\$ 63,834	\$ 145,594	\$ (81,760)	44%
Specific ownership taxes	2,859	2,859	5,824	(2,965)	49%
Interest	41	41	50	(9)	82%
Total revenues	<u>66,734</u>	<u>66,734</u>	<u>151,468</u>	<u>(84,734)</u>	<u>44%</u>
EXPENDITURES					
Accounting and management	2,330	2,330	5,000	(2,670)	47%
Audit	524	524	1,000	(476)	52%
Election	1,967	1,967	6,000	(4,033)	33%
Legal	-	-	1,000	(1,000)	0%
County treasurer fees	957	957	2,189	(1,232)	44%
3% TABOR reserve	-	-	4,540	(4,540)	0%
Total expenditures	<u>5,778</u>	<u>5,778</u>	<u>19,729</u>	<u>(13,951)</u>	<u>29%</u>
NET CHANGE IN FUND BALANCE	<u>\$ 60,956</u>	60,956	<u>\$ 131,739</u>	<u>\$ (70,783)</u>	
BEGINNING FUND BALANCE		<u>79,867</u>			
ENDING FUND BALANCE		<u>\$ 140,823</u>			

Meridian Service Metropolitan District
2022 Tap Report

Counts	Date	Tap Receipt No.	Service Address	Filing #	Lot #	Builder	Tap Amt Paid	Meter Amt Paid	Check No.	Monthly Totals
118	4/1/2022	3612	9950 Hidden Ranch Ct	Stonebridge 4	198	Campbell Homes	\$ 19,000.00	\$ 655.00	Epymnt: P22033102 - 8613739	
119	4/1/2022	3613	9732 Marble Canyon Wy	Stonebridge 4	17	Covington Homes	\$ 19,000.00	\$ 655.00	Wire/220401200680	x
120	4/1/2022	3614	9924 Meridian Hills Tr	Stonebridge 4	0	Covington Homes	\$ 19,000.00	\$ 655.00	Wire/220401200680	x
121	4/5/2022	3615	11181 Palmer Peak Pl	Estates @ Rolling Hills Ranch 1	16	Campbell Homes	\$ 19,000.00	\$ 655.00	Epymnt: P22040402 - 8929390	x
122	4/7/2022	3616	10834 Rolling Mesa Dr	Rolling Hills Ranch 1	184	Campbell Homes	\$ 19,000.00	\$ 655.00	Check #25068	x
123	4/6/2022	3617	10960 Rolling Mesa Dr	Rolling Hills Ranch 1	192	ZRH Construction	\$ 19,000.00	\$ 655.00	Epymnt/P22040502 - 9119160	x
124	4/13/2022	3619	9852 Meridian Hills Tr	Stonebridge 4	126	Campbell Homes	\$ 19,000.00	\$ 655.00	Epymnt:P22041202 - 9776022	
125	4/12/2022	3620	9752 Marble Canyon Wy	Stonebridge 4	19	Covington Homes	\$ 19,000.00	\$ 655.00	Wire/220412109713	x
126	4/12/2022	3621	12707 Enclave Scenic Dr	Stonebridge 4	116	Covington Homes	\$ 19,000.00	\$ 655.00	Wire/220412109713	x
127	4/12/2022	3622	9742 Marble Canyon Wy	Stonebridge 4	18	Covington Homes	\$ 19,000.00	\$ 655.00	Wire/220412109713	x
128	4/14/2022	3623	12846 Granite Ridge Dr	Stonebridge 4	146	Campbell Homes	\$ 19,000.00	\$ 655.00	Epymnt:P22041302 - 9950597	
129	4/15/2022	3624	10961 Rolling Mesa Dr	Rolling Hills Ranch 1	205	ZRH Construction	\$ 19,000.00	\$ 655.00	Epymnt/025VKK8HQ75	
130	4/19/2022	3625	9819 Hidden Ranch Ct	Stonebridge 4	161	Century Communities	\$ 19,000.00	\$ 655.00	Check #00527314	
131	4/19/2022	3626	9807 Hidden Ranch Ct	Stonebridge 4	162	Century Communities	\$ 19,000.00	\$ 655.00	Check #00527315	
132	4/19/2022	3627	12734 Ranch Gate Dr	Stonebridge 4	163	Century Communities	\$ 19,000.00	\$ 655.00	Check #00527316	
133	4/19/2022	3628	12938 Ranch Gate Dr	Stonebridge 4	164	Century Communities	\$ 19,000.00	\$ 655.00	Check #00527317	
134	4/19/2022	3629	12952 Ranch Gate Dr	Stonebridge 4	165	Century Communities	\$ 19,000.00	\$ 655.00	Check #00527318	
135	4/19/2022	3630	12966 Ranch Gate Dr	Stonebridge 4	166	Century Communities	\$ 19,000.00	\$ 655.00	Check #00527319	
136	4/19/2022	3631	12965 Ranch Gate Dr	Stonebridge 4	167	Century Communities	\$ 19,000.00	\$ 655.00	Check #00527320	
137	4/19/2022	3632	12951 Ranch Gate Dr	Stonebridge 4	168	Century Communities	\$ 19,000.00	\$ 655.00	Check #00527321	
138	4/19/2022	3633	12937 Ranch Gate Dr	Stonebridge 4	169	Century Communities	\$ 19,000.00	\$ 655.00	Check #00527322	
139	4/19/2022	3634	12923 Ranch Gate Dr	Stonebridge 4	170	Century Communities	\$ 19,000.00	\$ 655.00	Check #00527323	
140	4/19/2022	3635	10467 Rolling Peaks Dr	Rolling Hills Ranch 1	86	Century Communities	\$ 19,000.00	\$ 655.00	Check #00527324	
141	4/19/2022	3636	10459 Rolling Peaks Dr	Rolling Hills Ranch 1	87	Century Communities	\$ 19,000.00	\$ 655.00	Check #00527325	
142	4/19/2022	3637	10451 Rolling Peaks Dr	Rolling Hills Ranch 1	88	Century Communities	\$ 19,000.00	\$ 655.00	Check #00527326	
143	4/19/2022	3638	10443 Rolling Peaks Dr	Rolling Hills Ranch 1	89	Century Communities	\$ 19,000.00	\$ 655.00	Check #00527327	
144	4/19/2022	3639	10435 Rolling Peaks Dr	Rolling Hills Ranch 1	90	Century Communities	\$ 19,000.00	\$ 655.00	Check #00527328	
145	4/19/2022	3640	10427 Rolling Peaks Dr	Rolling Hills Ranch 1	91	Century Communities	\$ 19,000.00	\$ 655.00	Check #00527329	
146	4/19/2022	3641	10419 Rolling Peaks Dr	Rolling Hills Ranch 1	92	Century Communities	\$ 19,000.00	\$ 655.00	Check #00527330	
147	4/19/2022	3642	10411 Rolling Peaks Dr	Rolling Hills Ranch 1	93	Century Communities	\$ 19,000.00	\$ 655.00	Check #00527331	
148	4/19/2022	3643	10838 Rolling Peaks Dr	Rolling Hills Ranch 1	239	Century Communities	\$ 19,000.00	\$ 655.00	Check #00527332	
149	4/19/2022	3644	10846 Rolling Peaks Dr	Rolling Hills Ranch 1	240	Century Communities	\$ 19,000.00	\$ 655.00	Check #00527333	
150	4/19/2022	3645	10854 Rolling Peaks Dr	Rolling Hills Ranch 1	241	Century Communities	\$ 19,000.00	\$ 655.00	Check #00527334	
151	4/19/2022	3646	10862 Rolling Peaks Dr	Rolling Hills Ranch 1	242	Century Communities	\$ 19,000.00	\$ 655.00	Check #00527335	
152	4/19/2022	3647	10870 Rolling Peaks Dr	Rolling Hills Ranch 1	243	Century Communities	\$ 19,000.00	\$ 655.00	Check #00527336	
153	4/19/2022	3648	10878 Rolling Peaks Dr	Rolling Hills Ranch 1	244	Century Communities	\$ 19,000.00	\$ 655.00	Check #00527337	
154	4/22/2022	3649	11210 Palmer Peak Pl	Estates @ Rolling Hills Ranch 1	3	Campbell Homes	\$ 19,000.00	\$ 655.00	Epymnt/P22042102 - 0815360	
155	4/22/2022	3650	9926 Hidden Ranch Ct	Stonebridge 4	200	Campbell Homes	\$ 19,000.00	\$ 655.00	Epymnt/P22042102 - 0815453	

38 thru April 28th

Meridian Service Metropolitan District
2022 Tap and Meter Set Additional Fees Collected

(Initial) Tap Purchase Date	Tap Receipt No.	Service Address	Builder	Meter Set		Additional Tap Fees Due (Per Current Fee Schedule)	Additional Meter Set Fee Due (Per Current Fee Schedule)	Date Paid	Total Additional Amount Collected Prior to Meter Set	
				Tap Fee Paid At Time of Purchase	Meter Set Fee Paid At Time of Purchase					
8/30/2018	2579	12963 Stone Valley Dr	Campbell Homes	\$ 15,000.00	\$ 540.00	\$ 4,000.00	\$ 115.00	1/13/2022	\$ 4,115.00	
6/12/2020	3076	9793 Fairway Glen Dr	Campbell Homes	\$ 17,000.00	\$ 600.00	\$ 2,000.00	\$ 55.00	1/20/2022	\$ 2,055.00	
12/18/2020	3233	12658 Windingwalk Dr	Campbell Homes	\$ 17,000.00	\$ 600.00	\$ 2,000.00	\$ 55.00	1/20/2022	\$ 2,055.00	
11/24/2020	3208	12571 Granite Springs Pl	Century Comm	\$ 17,000.00	\$ 600.00	\$ 2,000.00	\$ 55.00	1/21/2022	\$ 2,055.00	\$ 10,280.00 Jan-22
11/27/2019	2889	13075 Stone Valley Dr	Campbell Homes	\$ 16,000.00	\$ 575.00	\$ 3,000.00	\$ 80.00	2/9/2022	\$ 3,080.00	
2/28/2020	2963	13028 Stone Valley Dr	Campbell Homes	\$ 17,000.00	\$ 600.00	\$ 2,000.00	\$ 55.00	2/9/2022	\$ 2,055.00	
11/24/2020	3205	12571 Stone Valley Dr	Century Comm	\$ 17,000.00	\$ 600.00	\$ 2,000.00	\$ 55.00	2/17/2022	\$ 2,055.00	
11/24/2020	3209	12565 Granite Springs Pl	Century Comm	\$ 17,000.00	\$ 600.00	\$ 2,000.00	\$ 55.00	2/17/2022	\$ 2,055.00	
11/24/2020	3206	12563 Stone Valley Dr	Century Comm	\$ 17,000.00	\$ 600.00	\$ 2,000.00	\$ 55.00	2/24/2022	\$ 2,055.00	
11/24/2020	3210	12559 Granite Springs Pl	Century Comm	\$ 17,000.00	\$ 600.00	\$ 2,000.00	\$ 55.00	2/24/2022	\$ 2,055.00	
11/24/2020	3211	12553 Granite Springs Pl	Century Comm	\$ 17,000.00	\$ 600.00	\$ 2,000.00	\$ 55.00	2/24/2022	\$ 2,055.00	
11/24/2020	3212	12547 Granite Springs Pls	Century Comm	\$ 17,000.00	\$ 600.00	\$ 2,000.00	\$ 55.00	2/24/2022	\$ 2,055.00	
11/29/2018	2669	12956 Stone Valley Dr	Campbell Homes	\$ 15,000.00	\$ 540.00	\$ 4,000.00	\$ 115.00	2/24/2022	\$ 4,115.00	
11/29/2018	2670	12964 Stone Valley Dr	Campbell Homes	\$ 15,000.00	\$ 540.00	\$ 4,000.00	\$ 115.00	2/24/2022	\$ 4,115.00	
5/30/2019	2767	13011 Stone Valley Dr	Campbell Homes	\$ 16,000.00	\$ 575.00	\$ 3,000.00	\$ 80.00	2/24/2022	\$ 3,080.00	
2/18/2021	3273	12818 Windingwalk Dr	Reunion Homes	\$ 18,000.00	\$ 625.00	\$ 1,000.00	\$ 30.00	2/28/2022	\$ 1,030.00	
2/18/2021	3280	12887 Morning Creek Ln	Reunion Homes	\$ 18,000.00	\$ 625.00	\$ 1,000.00	\$ 30.00	2/28/2022	\$ 1,030.00	\$ 30,835.00 Feb-22
12/3/2020	3223	9877 Meridian Hills Tr	Covington Homes	\$ 17,000.00	\$ 600.00	\$ 2,000.00	\$ 55.00	3/8/2022	\$ 2,055.00	
12/3/2020	3224	9885 Meridian Hills Tr	Covington Homes	\$ 17,000.00	\$ 600.00	\$ 2,000.00	\$ 55.00	3/10/2022	\$ 2,055.00	
9/15/2020	3174	12618 Windingwalk Dr	Campbell Homes	\$ 17,000.00	\$ 600.00	\$ 2,000.00	\$ 55.00	3/11/2022	\$ 2,055.00	
2/18/2021	3272	12814 Windingwalk Dr	Reunion Homes	\$ 18,000.00	\$ 625.00	\$ 1,000.00	\$ 30.00	3/15/2022	\$ 1,030.00	
2/18/2021	3279	12895 Morning Creek Ln	Reunion Homes	\$ 18,000.00	\$ 625.00	\$ 1,000.00	\$ 30.00	3/22/2022	\$ 1,030.00	
2/18/2021	3276	9741 Winding Bend Ln	Reunion Homes	\$ 18,000.00	\$ 625.00	\$ 1,000.00	\$ 30.00	3/29/2022	\$ 1,030.00	
2/18/2022	3281	12879 Morning Creek Ln	Reunion Homes	\$ 18,000.00	\$ 625.00	\$ 1,000.00	\$ 30.00	3/29/2022	\$ 1,030.00	
3/13/2020	2984	12638 Windingwalk Dr	Campbell Homes	\$ 17,000.00	\$ 600.00	\$ 2,000.00	\$ 55.00	3/31/2022	\$ 2,055.00	
12/18/2020	3235	12670 Windingwalk Dr	Campbell Homes	\$ 17,000.00	\$ 600.00	\$ 2,000.00	\$ 55.00	3/31/2022	\$ 2,055.00	
6/26/2020	3084	10151 Boulder Creek Wy	Covington Homes	\$ 17,000.00	\$ 600.00	\$ 2,000.00	\$ 55.00	3/31/2022	\$ 2,055.00	\$ 16,450.00 Mar-22
11/29/2018	2674	10170 Boulder Ridge Dr	Campbell Homes	\$ 15,000.00	\$ 540.00	\$ 4,000.00	\$ 115.00	4/5/2022	\$ 4,115.00	
12/18/2020	3234	12662 Windingwalk Dr	Campbell Homes	\$ 17,000.00	\$ 600.00	\$ 2,000.00	\$ 55.00	4/6/2022	\$ 2,055.00	
12/13/2020	3225	9893 Meridian Hills Tr	Covington Homes	\$ 17,000.00	\$ 600.00	\$ 2,000.00	\$ 55.00	4/13/2022	\$ 2,055.00	
3/26/2021	3301	9863 Marble Canyon Way	Covington Homes	\$ 18,000.00	\$ 625.00	\$ 1,000.00	\$ 30.00	4/13/2022	\$ 1,030.00	
4/9/2021	3311	12780 Enclave Scenic Dr	Covington Homes	\$ 18,000.00	\$ 625.00	\$ 1,000.00	\$ 30.00	4/13/2022	\$ 1,030.00	
4/9/2021	3309	12847 Morning Creek Ln	Reunion Homes	\$ 18,000.00	\$ 625.00	\$ 1,000.00	\$ 30.00	4/21/2022	\$ 1,030.00	
2/10/2021	3268	12863 Morning Creek Ln	Reunion Homes	\$ 17,000.00	\$ 600.00	\$ 2,000.00	\$ 55.00	4/25/2022	\$ 2,055.00	
4/1/2021	3306	9522 Fairway Glen Dr	Reunion Homes	\$ 18,000.00	\$ 625.00	\$ 1,000.00	\$ 30.00	4/25/2022	\$ 1,030.00	\$ 14,400.00 thru April 28
2022 Total									\$ 71,965.00	

Meridian Ranch Metropolitan Di
 VENDOR CHECK REGISTER REPORT
 Payables Management

Ranges: From: To:
 Check Number First Last
 Vendor ID First Last
 Vendor Name First Last
 Check Date 5/4/2022
 Checkbook ID First Last

Sorted By: Vendor Name

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
02346	CRS	CRS of Colorado	5/4/2022	WF CHECKING	PMCHK00000275	\$11,524.50
02347	FENTON	Michael J Fenton	5/4/2022	WF CHECKING	PMCHK00000275	\$92.35
02348	GABRIELSKI	MILTON B. GABRIELSKI	5/4/2022	WF CHECKING	PMCHK00000275	\$92.35
02349	RLI SURETY	RLI Surety	5/4/2022	WF CHECKING	PMCHK00000275	\$250.00
02350	SAUER	Thomas G. Sauer	5/4/2022	WF CHECKING	PMCHK00000275	\$92.35
02351	UMB	UMB Bank, N.A.	5/4/2022	WF CHECKING	PMCHK00000275	\$200.00
02352	REORDA	Wayne Reorda	5/4/2022	WF CHECKING	PMCHK00000275	\$92.35
02353	GESSNER	William Gessner	5/4/2022	WF CHECKING	PMCHK00000275	\$92.35

Total Checks: 8
 Total Amount of Checks: \$12,436.25

Meridian Service Metropolitan District
Vendor Payment Register Report - Summary
Finance Committee - Interim Payments
April 21, 2022

<u>Date</u>	<u>Payment Type</u>	<u>Vendor</u>	<u>Amount</u>
04/21/22	ePayment	AAA Steam & Sauna	\$ 940.00
04/21/22	Vendor Direct	ADT SECURITY SERVICES, INC.	\$ 359.89
04/21/22	Check	Amazon Capital Services	\$ 3,161.30
04/21/22	ePayment	American Portable Services Inc.	\$ 294.00
04/21/22	Check	Aqueous Solution Inc.	\$ 2,335.25
04/21/22	Check	Badger Meter	\$ 200.04
04/21/22	ePayment	BailOut Window Cleaning	\$ 30.00
04/21/22	Check	Batteries Plus Bulbs	\$ 956.51
04/21/22	Check	Bill.com	\$ 10,413.40
04/21/22	ePayment	Browns Hill Engineering & Controls, LLC	\$ 3,371.20
04/21/22	Check	Campbell Homes	\$ 106.50
04/21/22	Check	Club Automation, LLC	\$ 1,817.96
04/21/22	Check	Colorado Analytical Lab	\$ 342.40
04/21/22	Check	Colorado State Treasurer	\$ 790.69
04/21/22	Vendor Direct	Comcast - MRRC	\$ 551.54
04/21/22	Vendor Direct	Comcast - Office	\$ 326.66
04/21/22	Vendor Direct	CPS Distributors, Inc	\$ 294.54
04/21/22	Check	E-470 Public Highway Authority	\$ 4.60
04/21/22	Check	El Paso County Public Health Laboratory	\$ 210.00
04/21/22	Check	Fitness Gallery	\$ 23,546.50
04/21/22	Check	Front Range Winwater	\$ 105.00
04/21/22	Check	Grainger	\$ 3,859.02
04/21/22	Check	GTL Development Inc.	\$ 2,407.64
04/21/22	Check	Hepperle Event & Party Services	\$ 200.00
04/21/22	Check	Hobby Lobby	\$ 54.66
04/21/22	Check	Home Depot Credit Services	\$ 523.95
04/21/22	ePayment	Landmark Plumbing	\$ 226.94
04/21/22	Vendor Direct	Mug-A-Bug Pest Control	\$ 62.00
04/21/22	Check	MVEA	\$ 57,056.72
04/21/22	Vendor Direct	O'Reilly Automotive	\$ 32.99
04/21/22	Check	Pioneer	\$ 1,024.99
04/21/22	Check	RLI Surety	\$ 250.00
04/21/22	Check	Shops at Meridian Ranch, LLC	\$ 2,881.00
04/21/22	Check	Thatcher Company, Inc	\$ 12,538.14
04/21/22	Vendor Direct	The Lifeguard Store, Inc	\$ 2,248.50
04/21/22	ePayment	Thomas General Contractors	\$ 27,174.59
04/21/22	Vendor Direct	USA BlueBook	\$ 24.50
04/21/22	Check	Utility Notification Center of Colorado	\$ 826.80
04/21/22	Vendor Direct	Waste Management of Colorado Springs	\$ 724.08
04/21/22	Check	Waxie Sanitary Supply	\$ 3,998.20
04/21/22	Check	WHMD Woodmen Hills Metropolitan District	\$ 14,444.38
Total Payments	42	Total Payments	\$ 180,717.08



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

DATE: April 21, 2022
TO: MSMD Board of Directors
RE: Finance Committee Report

On April 21, 2022 the Board's Finance Committee, Directors Gabrielski and Sauer Jennette Coe, AFS Manager. The following is a summary of the meeting:

- The Finance Committee approved interim MSMD payments in the amount of \$180,717.08 and directed staff to add this to the Board's May 2022 agenda for ratification.
- Staff notified FC that the Audit is scheduled to take place the week of May 9th.
- Staff presented the annual amended Brightview landscaping agreement to the FC. The FC approved the Brightview agreement per legal review and directed staff to add this to the Board's May 2022 agenda for ratification.
- Staff presented the current CSD Pool Safety Grant Allocation balance of \$19,046.81. MSMD receives 50% reimbursement from CSD Pool up to this balance for safety items that we purchase. This is tied to our WC Policy Premium and WC Loss ratio.
- Staff presented bank account details for ColoTrust Edge accounts.
- Staff provided FC with Preliminary March 2022 unaudited Balance Sheet and Statement of Cash Flows for review.

Submitted by:

A handwritten signature in black ink, appearing to read "Milton B. Gabrielski".

Milton B. Gabrielski, Finance Committee Chair

MSMD Operations Report for April 2022

April water demand and production hovering around 350 gallons per minute. Water operations completed the monthly Bac-T sampling. Monthly water meter reading and water usage was performed on 4-25-22. The recent meter change out at the rec center was read and appears to be working properly. LFH#1 was added back into the system on 4-21-22 which also added the Arapaho addition as well. Both wells at site #4 and A-1 at Guthrie have been pulled. Video inspection was conducted on 4-26-22, awaiting results. Guthrie Laramie and Arapaho wells were turned on for a few days to top the tanks off and check operation prior to demand. Well site #5 was also flushed and prepped for upcoming demand. Latigo well site is currently being ran in hand pending final comms. Programming progress continues with filter plant and piping expansion. Two replacement filter vessel flow control valves have arrived, pending install.

Parks and drainage continued weekly pond inspections and removed trash collected in the drainage channels as needed. On 4-7 and 4-8-22, crews removed debris from the sed pond near the High School and Eastonville Road. On 4-27-22 crews had to clean up graffiti under Londonderry bridge near the rec Center on 4-27-22. Staff has been thoroughly inspecting playground equipment, creating a parts list, and inspection form. Longview Park freshen up continues with some recent rock being added to the corner near the basketball courts. Pending irrigation start up, plants will also be added. Tree removal continued weather permitting. An order of fence planks has been ordered and received.

Staff performed weekly infiltration gallery inspections and recorded water level logging data. Monthly flow measurement and calculations taken on 4-28-22. Minimal moisture continues to keep weir water levels down.

The irrigation pond intake has been cleared and filling has begun. Water levels continue to slowly increase while maintaining golf course irrigation water demand. A floating intake has been put on hold due golf course start up.

Wastewater operations staff completed weekly composite sampling and drop off to Cherokee. Wastewater operations staff also assisted locating and raising vaults with water ops and assisted parks & drainage with dead tree and snow removal. Weekly Hydrogen Sulfide (H₂S) and Total Dissolved Solids (TDS) samples were collected during weekly sewer flow meter inspections. Falcon lift station chemical injection was down for a few days waiting on replacement prime pump delivery. Replacement was completed with usage back on track. On 4-15-22 Wastewater Ops lost an employee to a neighboring district.

A special acknowledgment to current staff for coming together and keeping the district running seamlessly with the increased workload and staff shortage. I can't be prouder of the crew, they really stepped up!

Upcoming or continued water tasks:

- Monthly meter reading (completed ~~1-27-22, 2-28, 3-25, 4-25~~, 5-25, 6-25, 7-25, 8-25, 9-25, 10-25)
- Monthly Bac-T sampling (~~Jan, Feb, Mar, Apr~~, May, Jun, Jul, Aug, Sept, Oct, Nov, Dec)
- ~~1st Quarter monitoring and sampling~~
- 2nd Quarter monitoring and sampling
- 3rd Quarter monitoring and sampling
- 4th Quarter monitoring and sampling
- ~~Well step testing (mid-February 2-8, 2-10, 2-18, 2-25-22)~~
- Lead and Copper Sampling (bi-yearly)

Upcoming or continued parks and drainage:

- Continue irrigation repairs/testing (in progress)
- ~~2022 annual backflow testing (completed)~~
- Irrigation spring start up
- Irrigation winterization
- Continue fence repairs (in progress)
- Mulch/rock replacement in planter beds (in progress)
- Dead tree removal (in progress)

Upcoming or continued wastewater tasks:

- Sewer force main air vac maintenance/vault inspections (mid-February)
- Sewer force main flow meter replacement/relocate
- Infiltration pit maintenance (in progress)
- Infiltration pit logger installs (2) (pending weather, in progress)
- Sewer line maintenance (pending)

May 4th, 2022 Recreation Board Report

Usage Numbers April 1-28, 2022

Total Attendance – 11031

Group Ex – 741 participants. Of those we received \$499 from non-members

Childcare attendance – 337

Parties – 5 – All pool parties

Revenue collected - **\$12,579.00**

Pulse Check:

The recreation center remained busy throughout April as numbers stayed very close to March which had D49 spring break. We have no issues or concerns to report.

Staff has settled into the new lobby and operations at the desk have improved with the new design. The elevator repair has been completed and is operating as it should. We have removed the water slide from the pool deck and are speaking to numerous vendors on a replacement. Lead time on a water slide will push us to the end of summer or possible fall. Shade structures have been ordered and we are hoping to have those installed before outdoor pool opening. We purchased three, 16x16 shade structures which will be a desert sand canopy color, with white poles to match the light poles. Basketball pullies are on order and should be here in May. The broken window over the gym has been replaced, but vendors are unable to match the tint due to the fading of the original tint. It is close, but not the same. Lilly pads were received and installed. The amenity pump for the outdoor pool is on order and should be installed prior to opening the outdoor pool. The outdoor garage is in process, and we are receiving concrete bids to have the foundation poured. We have received multiple bids for the outdoor plaster and recommend using Mountain View Pools. Mountain View is not the low bidder, but we feel will be the best for the work. Mountain View staff were involved with the plaster of our indoor pool, do not use sub-contractors, and would be able to complete the work before Memorial Day so we would not have to delay opening. We feel with this work, you get what you pay for, and we feel Mountain View would be best for the future life of the plaster.

New fitness equipment was delivered and installed, and we have had very positive feedback from the members. We will look to complete our fitness equipment replacement in the fall.

We have started indoor soccer and have strong participation in all age groups. Group and private swim lessons are continuing to fill up and we are gearing up for the summer rush. Group exercise classes remain popular, and we are currently looking for 2-3 more instructors to fill in the schedule.

We hosted our Easter Egg Hunt on April 16th at Longview Park and had a great event. There were food trucks, games, the Easter Bunny, and the egg hunt. The eggs were found extremely quickly, and everyone had a great time.

We are teaming up with El Paso County to host a “Kite Festival” at the Falcon Regional Park in June. Our help will include putting a porta potty on site for the event and marketing the event to our community.

The Falcon Freedom Day’s sponsor package is being distributed and many of the vendors have been reserved. We will be providing a fund-raising update at our next board meeting.

Our open gym program geared towards home school students has had over 12 children for each session, and feedback has been great. Below is an email I received from one of the parents.

Okay Collin is awesome. The homeschool gym class is awesome. Everyone loves it. My kid is both exhausted and happy, and I think you will find this will grow if you can keep the price down for non-residents. Well done Ryan!

Eileen Krauth

From: Jim Nikkel
Sent: Friday, April 8, 2022 2:17 PM
To: Ryan Kozlowski; Eileen Krauth
Subject: RE: Thank you

Excellent. Let's make sure that a copy of this gets into your next Board report

Jim Nikkel, P.E.
District Manager
Meridian Service Metro District
719-495-6567 x 115
www.meridianranchmetro.org
11886 Stapleton Drive
Falcon, CO 80831



From: Ryan Kozlowski <ryan.k@meridianservice.org>
Sent: Friday, April 8, 2022 2:16 PM
To: Jim Nikkel <j.nikkel@meridianservice.org>; Eileen Krauth <e.krauth@meridianservice.org>
Subject: FW: Thank you

Nice feedback from our new open gym program.

Ryan Kozlowski
Recreation Operations Manager
Meridian Service Metro District
Meridian Ranch Recreation Center
Ryan.k@meridianservice.org
719.495.7119

From: Valerie Niemerg [REDACTED]
Sent: Friday, April 8, 2022 2:11 PM
To: Ryan Kozlowski <ryan.k@meridianservice.org>
Subject: Thank you

Okay Collin is awesome. The homeschool gym class is awesome. Everyone loves it. My kid is both exhausted and happy, and I think you will find this will grow if you can keep the price down for non-residents. Well done Ryan!

--

Preparing for FAMLI

Local Governments

Unlike businesses, Colorado local governments have options regarding their participation in the paid Family and Medical Leave Insurance (FAMLI) program. Here are the steps local governments should take to prepare for FAMLI:

1 Determine your local government's participation in FAMLI

Local governments have three options regarding participation in the FAMLI program:

- **Participate in FAMLI.** This option means the local government agency agrees to pay the employer share of the premium (0.45% of wages if the local government has 10 or more employees, and 0% of wages if the local government has fewer than 10 employees) and remit employees' share of the premium (0.45% of wages) along with wage data to the FAMLI Division once a quarter.
- **Decline participation in FAMLI.** In order to decline participation in the FAMLI program, the local government's governing body must vote to do so. The local government must then notify the FAMLI Division of their vote to decline participation. The decision to decline is good for eight years from the date of the vote to decline participation. The local government must hold another vote if it wishes to continue opting-out beyond eight years.
- **Decline employer participation in FAMLI.** This option allows a local government agency to decline participation as described above, while allowing the agency to assist employees who want to individually participate in the FAMLI program by facilitating voluntary payroll deductions, with remittance of the employee share of the premium (0.45% of wages) and wage data once a quarter to the FAMLI Division.

When can we vote to opt out of FAMLI?

Anytime during 2022, but local governments are not *required* to give FAMLI notice of their decision to opt out until January 1, 2023.

2 Register with the FAMLI system (Fall 2022)

Every local government employer must register with FAMLI's online system, including those which choose not to participate in FAMLI. Registering with the system and uploading your documents will enable FAMLI to keep track of local government employers' current intentions for participation, the obligation to revisit a declination vote after eight years, and enable local government employers to provide an affordable benefit if they choose to remit premiums and wage data for employees who self-elect coverage.

FAMLI's online employer service system is expected to be available for registration during the Fall of 2022, during which time we will have support staff available to help employers navigate the process.

3 Notify FAMLI of your local government's decision

Local governments which vote to decline participation in the FAMLI program must notify the FAMLI Division of their decision by January 1, 2023.

What does our local government need to send to FAMLI?

After registration, a local government that votes to opt-out of the FAMLI program must notify the FAMLI Division on letterhead and must indicate the date the vote was taken and the result of the vote. If the local government has voted to opt out, but intends to assist its employees who choose to individually participate in the FAMLI program, this information must be included in the notification as well. This notification must be received **by January 1, 2023**.

What happens if we do not take a vote, or send a letter?

Local governments which do not notify the FAMLI Division of a vote to opt-out by January 1, 2023 will be identified as participants in the FAMLI program. The FAMLI Division will expect both wage data and premium payments due on April 1, 2023. You must notify the Division ahead of January 1, 2023 to avoid paying premiums.

What are the timelines in the rules?

The rules have several timelines to be aware of and follow depending on the option selected by the governing body. Below is a list of the timelines. Please see 7 CCR 1107-2 for more information.

- Local governments must notify employees of their decision on FAMLI participation within **30 days after** the deciding vote. This gives local governments time to communicate their decision to their employees.
- If the local government chooses to decline to fully participate in the FAMLI program, the decision must be revisited every **eight years** at a minimum.
- **180 days notice** must be given to employees before any change regarding access to FAMLI benefits is effective. This gives workers time to make arrangements and self-select coverage if they wish to do so. Benefits do not start until 2024.
- Local governments which choose to fully participate in FAMLI after previously voting to decline participation, as well as individuals who self-elect coverage, must remain in the program and agree to pay premiums for a **minimum of three years**. If a local government wishes to withdraw from the program at the end of the three-year period, the Division requires a **minimum of 90 days notice**, so we can change systems to avoid overpayments and miscommunication.



COLORADO

Family and Medical Leave Insurance Program (FAMLI)

Department of Labor and Employment



DEPARTMENT OF LABOR AND EMPLOYMENT

Division of FAML I

REGULATIONS CONCERNING LOCAL GOVERNMENT PARTICIPATION WITH THE PAID FAMILY MEDICAL LEAVE PROGRAM

7 CCR 1107-2

2.1 Authority

This regulation is adopted pursuant to the authority in section 8-13.3-522 C.R.S. and is intended to be consistent with the requirements of the State Administrative Procedures Act, section 24-4-101 et seq. (the "APA"), C.R.S. and the Paid Family and Medical Leave Insurance Act, sections 8-13.3-501 through 524 et seq. (the "Act"), C.R.S.

2.2 Scope and Purpose

- A. This regulation will govern the Family and Medical Leave Insurance program pursuant to 8-13.3-522 C.R.S., concerning the process for local government employers to decline participation in the program.
- B. This regulation will govern the process of a local government electing into the FAML I Program, after initial declination.
- C. This regulation will govern the notification requirements of local government employers to their employees regarding any vote to decline FAML I coverage, the outcome of such a vote, and the ability of local government employees to voluntarily elect coverage as individuals.
- D. This regulation does not apply to any other employer classifications within the State of Colorado, including but not limited to people who are self -employed.

2.3 Applicability

The provisions of this section will be applicable to all local government entities within the State of Colorado.

If any part of these rules is held invalid, the remainder shall remain valid, and if any part is held not wholly invalid, but in need of narrowing, it will be retained in narrowed form.

2.4 Definitions

"FAML I" is defined as the Paid Family and Medical Leave Insurance Act, sections 8-13.3-501 through 524 (the "Act"), C.R.S.

"Fund" has the same meaning as in §8-13.3-503 (12) C.R.S.

“Division” has the same definition as 8-13.3-503 (5) C.R.S.

“Governing Body” has the same meaning as in both §31-1-101(4) C.R.S and §32-1-103(8) C.R.S.

“Local Government” has the same meaning as a county, city and county, city, or town whether home rule or statutory, or any school district or a special district created pursuant to the “Special District Act,” article 1 of title 32, C.R.S. and as outlined in 24-19-102. C.R.S., authority or other political subdivision of the state.

“Premium” is defined as the money payments required pursuant to 8-13.3-507 C.R.S., to finance the payment of family and medical leave insurance benefits and administer the family and medical leave insurance program.

2.5 Local Government Employer Participation

- A. Pursuant to Regulation 2.6, local government employers are required to formally notify the Division in writing and provide both the date of the vote, and the local government’s decision to decline participation in the FAML I program.
1. Local governments which have previously declined participation in the FAML I program pursuant to 8-13.3-522 C.R.S., may subsequently elect coverage by first registering as an employer with the FAML I Division prior to the collection of employer premiums.
 2. Local governments which have previously declined participation in the FAML I program pursuant to 8-13.3-522 C.R.S., may subsequently elect FAML I Program coverage at the beginning of the annual cycle relevant to the local government’s budgeting cycle.
 3. The ability of a local government to either decline participation in the FAML I program or elect coverage following a previous declination is subject to a vote of the governing body of each local government entity pursuant to this Regulation and Regulation 2.6 of 7 CCR 1107-2, A local government may not decline participation in the FAML I program in part. Any such declination of a local government is a full declination of FAML I program participation for that local government employer.
- B. Local government employers which have previously declined coverage and now wish to elect coverage of FAML I benefits for their employees pursuant to §§8-13.3-522 (3)(b) C.R.S., may subsequently elect coverage by an affirmative vote of a majority of a quorum of the local government’s governing body.
- C. A local government which has previously declined coverage must renew the declination through a similar vote process and margin no later than every eight years. In the absence of a vote further declining coverage, the local government will become a

covered employer. The local government must inform the Division of a declination vote in writing which includes the date the vote was taken.

- D. When a local government employer returns to coverage pursuant to Regulation §§ 2.5 (B) or §§ 2.5 (C) of 7 CCR 1107-2, coverage will begin no later than one quarter after the local government has notified the Division of a change of the vote to elect coverage pursuant to 7 CCR 1107-2, §§ 2.5 (B) or its deadline to renew its declination pursuant to 7 CCR 1107-2, §§ 2.5 (C) and have submitted at least one quarter's premium amount on behalf of both the employer and its employees into the fund.
- E. Local government employees who have individually opted into the benefits program pursuant to 8-13.3-514 C.R.S., will not pay a double premium amount, and must be given notice by the local government employer of a date corresponding with the beginning of a calendar quarter at which a premium amount will be submitted to the Division on their behalf.
 - 1. The purpose of the notice by the local government employer of the date at which a premium amount will be submitted to the Division on behalf of an employer is to inform the employee of any potential lapses or changes in benefits eligibility.
 - 2. This notice must be delivered in writing and or through electronic communication to the employee by their local government employer no later than 90 days after the vote.
 - 3. The local government employer must also publicly post notice of the date of the first day the employer will begin paying FAMLII premiums and when coverage is expected to start.
- F. Eligible employees who have not been previously covered as individual participants employed by a newly participating local government will begin full benefit eligibility the first day of the following quarter after the premiums are received by the Division.
 - 1. Local government employers that have previously declined participation and then subsequently elect or return to coverage under the FAMLII program must remain in the program for a minimum of three fiscal years corresponding to the date the local government elected coverage began.
 - a. The three year cycle begins on the first day of employee coverage.
 - b. The notice of the intent to decline future coverage must be delivered in writing to the Division no later than 90 days prior to the end of the three year cycle pursuant to this regulation.
 - 2. Employees must also be notified in writing, both posted and directly notified no later than 180 days of the pending or upcoming return to or withdrawal of coverage pursuant to this regulation.

- a. Local government employers will display a notice containing the information required in this regulation in a conspicuous and accessible place in each establishment where employees are employed; provided, however, in cases where the local government employer does not maintain a physical workplace, or an employee teleworks or performs work through a web-based or app-based platform, notification will be sent via electronic communication or through a conspicuous posting in the web-based or app-based platform.
- b. The written notice and posting will contain an explanation of employee rights under the FAMLI program including but not limited to program requirements, benefits, claims process, payroll deductions and premiums, the right to job protection and benefit continuation under 8-13.3-509 C.R.S., protection against retaliatory personnel actions or other discrimination, relevant contact information for the Division, and other pertinent information.
- c. The notice and poster required by this regulation will be in English and in any language representing the first language spoken by at least five percent of the local governments employer's workplace. The Division will create and make available to local government employers posters and notices containing information required in this regulation, and local government employers may use the posters and notices to comply with the requirements of this section.

2.6 Process and Notification of FAMLI Program Declination

- A. Local government employers are permitted to decline to participate in the FAMLI program after a written notice has been delivered to the FAMLI Division memorializing the decision by an affirmative vote of the local government's governing body to decline participation in the program. Such a vote will follow the local government's or special district's procedures for other formal votes of the governing body.
 1. A declination vote will not take effect with a resulting change in coverage until after 180 days after the vote, to allow individual employees the opportunity to opt into the benefits program pursuant to 8-13.3-514 C.R.S., should individuals choose to elect coverage.

2. Public notice must be given in the same manner as any other business before the governing body, and the local government will take/hear testimony prior to the vote, pursuant to the procedural rules of the governing body. The local government's employees must also be notified in writing prior to the vote and provided both information regarding the vote process and opportunity to submit comments through a public process to the governing body.

3. Within 30 days following a local government declination vote, the local government must provide its local government employees with a written individual notice of the local government's declination vote and the impact toward FAMLI ,or other paid family and leave insurance coverage. The written notice, must at a minimum, explain the differences between benefits offered by the FAMLI program and any private plan offered by the local government. The notice must also state which employees, if any, are eligible for job protection under the federal Family and Medical Leave Act (FMLA) benefits or other local provisions were applicable.

4. Written notices must contain information regarding the right of local government employees to voluntarily opt into FAMLI benefits pursuant to 8-13.3-514 C.R.S., and the contact information for the Division. Local government employers will display a notice containing the information in a conspicuous and accessible place in each establishment where employees are employed; provided, however, in cases where the local government employer does not maintain a physical workplace, or an employee teleworks or performs work through a web-based or app-based platform, notification will be sent via electronic communication or through a conspicuous posting in the web-based or app-based platform. The notice and poster required in this regulation will be in English and in any language representing the first language spoken by at least five percent of the local government employer's workforce. The Division will create and make available to local government employers posters and notices containing the information required in this regulation, and local government employers may use the posters and notice to comply with the requirements of this section.

- (a) It is the responsibility of the local government employers to request printed materials from the Division. Local government employers may be responsible for the printing and mailing costs of such materials.
- (b) It is the responsibility of the local government to provide written notification to the Division of the local government employers interpretation needs of printed notices for languages other than English or Spanish.

B. The declination period is not permanent and participation must be reconsidered, and the Division notified at a minimum of every 8 years. The governing body may reconsider and elect coverage annually pursuant to 7 CCR 1107-2, Regulation 2.5.

2.7 Overpayments

Any overpayment by a local government employee whose employer opts back into the program will be repaid to the employee by the Division. The Division will ensure a continuation of coverage for local government employees who have individually opted into the benefits program pursuant to 8-13.3-514 C.R.S., and ensure no lapse in coverage prior to the local government's reinstatement of coverage.