

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE MERIDIAN SERVICE METROPOLITAN DISTRICT (MSMD)

Held: January 3, 2024, 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
Bill Gessner, Vice President
Mike Fenton, Secretary
Tom Sauer, Treasurer
Wayne Reorda, Asst. Secretary

Also present were:

Jim Nikkel; Meridian Service Metro District
Jennette Coe; Meridian Service Metro District
Beth Aldrich; Meridian Service Metro District
Braden McCrory; Meridian Service Metro District
Russel Mills; Meridian Service Metro District
Ryan Kozlowski; Meridian Service Metro District
Aleks Myszkowski; Meridian Service Metro District
Eileen Krauth; Meridian Service Metro District
Ron Fano; Spencer Fane
Tom Kerby; Tech Builders
Raul Guzman; Tech Builders (via audioconference)

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 10:00 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 amend the agenda to add item 3.B.2. consider accepting \$250,00.00 from MRMD for Rex Road landscaping improvements. The motion was seconded and approved by unanimous vote of Directors present.

Visitor Comments There were none.

Approve Minutes The Board reviewed the December 8, 2023, 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.

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Administrative Items

Consider and Approve Revisions to the MSMD Employee Handbook. Ms. Krauth reviewed the changes in the employee handbook with the Board. A motion was made and seconded to accept the changes. 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 November 2023. 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 2022 Tap Fee Report: Ms. Coe reviewed the December 2023, Tap Fee Report with the Board for information only.

Receive Finance Committee Report: Ms. Coe noted the Finance Committee met on December 20, 2023 and gave a summary of the Finance Committee Report on page 65 of the packet. The December Interim payments were reviewed and signed by Director Gabrielski and Director Sauer.

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

Interim: Payments for ratification totaling \$840,970.92

MSMD: Payments totaling \$520,460.51

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

Operations & Engineering Items

Information Items:

MSMD Operations Reports:

- Mr. Kozlowski presented the Recreation Center Report to the Board, which included information from page 71 of the Board Packet. He also noted that basketball courts will be painted, and floors refinished on basketball courts and studio rooms as well.
- Mr. McCrory presented the water, sewer, and drainage operation reports which included information from pages 68 and 69 of the Board Packet.
- Mr. Myszkowski presented the parks and grounds report which included information from page 70 of the Board Packet.

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Manager's Verbal Report: Mr. Nikkel provided status reports on the following matters:

- There is an action item on the agenda today for LKA Partners to design and construct the MSMD Office building. I am recommending that we go forward with this proposal.
- The Ranch District approved \$250,00.00 to be transferred to the Service District for landscaping improvements. The second action item on the agenda will be concerning this.

Action Items:

1. Consider and Approve Agreement with LKA Partners for Design and Construction Services for MSMD Office Building, \$99,533.00: A motion was made and seconded to accept the agreement with LKA Partners. The motion was approved by unanimous vote of Directors present.
2. Consider and Accept \$250,00.00 from MRMD for Rex Road improvements: Tabled until after executive session.

Developer Items

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

- Construction is complete in Rolling Hills Ranch III. We should get the El Paso County Board of County Commissioners acceptance for warranty next week.
- In Rolling Hills Ranch II, weather has held up the backfill of soil for sidewalks and curbs. As soon as that is completed, we will install the property pins. Weather permitting, we hope to complete that in the next couple of weeks.
- Rex Road is paved to Eastonville but still needs striping and signage.
- Paving is complete in the Sanctuary. Sidewalks and ped ramps will not be completed until weather permits.
- We wanted to say thank you to Braden for all his hard work. He has been a great asset, and we wish him well on his future endeavors.

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 receive legal advice regarding letter of termination of IGA received from MRMD.

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

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Reconvening in open session, a motion was made, seconded, and approved unanimously with Director Reorda abstaining to direct Manager Nikkel to respond to MRMD as directed in executive session.

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(4)(f) regarding personnel issues related to succession planning.

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

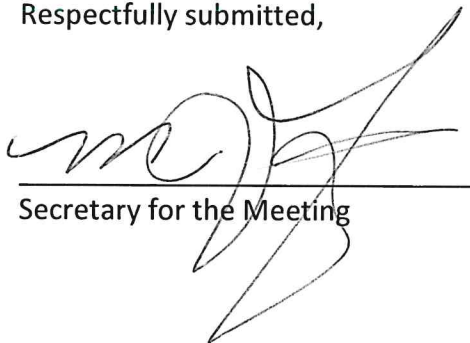
Reconvening in Open Session, a motion was made, seconded and approved unanimously to direct Manager Nikkel to develop a job description for the position of Interim Assistant District Manager for presentation to the Board for potential action at some future date.

Adjournment

There being no further business to come before the Board, the President adjourned the meeting at 12:17 p.m.

The next regular meeting of the Board is scheduled for February 7, 2024 at 10:30 a.m. at the Meridian Ranch Recreation Center, 10301 Angeles Road, Peyton, Colorado 80831.

Respectfully submitted,



Secretary for the Meeting