

**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, February 3, 2021

TIME: 10:00 a.m.

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

NOTE this will be a virtual meeting conducted electronically due to the COVID-19 pandemic. The Public may participate by telephone by calling 1-646-749-3112 and using meeting access code 614-780-837. Please comply with the Governor's Executive Orders and State Public Health Orders.

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 January 6, 2021 Combined Regular Board Meeting Minutes (enclosure) ***Page 3***
- F. Welcome Jim Nikkel, new General Manager; ratify reclassification of David Pelsler from General Manager to Special Consultant to the General Manager effective February 1, 2021 and until Mr. Pelsler's retirement from full-time service

II. FINANCIAL ITEMS:

- A. Receive from CRS Quarterly MRMD Cash Position Summary and Unaudited Financial Statements (enclosure and/or distributed under separate cover) ***Page 9***
- B. Review and Accept Cash Position Summary and Unaudited Financial Statements (enclosure and/or distributed under separate cover) ***Page 16***
- C. Review Tap Fee Report for Information Only (enclosure and/or distributed under separate cover) ***Page 18***
- D. Review, Ratify and Approve Monthly Payment of Claims (enclosure and/or distributed under separate cover) ***Page 19***
- E. Receive Finance Committee Report (enclosure) ***Page 22***

III. OPERATIONS & ENGINEERING ITEMS:

A. Information Items (No Action)

1. MSMD Operations Reports – Water, Sewer, Parks and Grounds, Recreation (enclosure and/or distributed under separate cover) ***Page 23***
2. Manager’s Verbal Report

B. Action Items

1. Ratify MVEA WO 20-2327 for electrical service to Well Site No. 8, \$17,178.00; and Ratify MVEA WO 20-2326 for electrical service to Well Site No. 7, \$16,862.00 (enclosure) ***Page 29, Page 31***
2. Approve purchase of replacement fitness equipment from Fitness Gallery, \$19,812.00 (enclosure) ***Page 33***
3. Approve updated job description for Water Operations Manager (enclosure) ***Page 34***
4. Approve and authorize President to sign Construction Contract Change Order No. 1 with Premier Earthworks & Infrastructure, Inc. (PEI) for rock bedding on the Woodmen Hills Sewer Bypass Phase 1 project, \$128,418.36 (enclosure) ***Page 38***
5. Approve and authorize President to sign Construction Contract Change Order No. 2 with Native Sun Construction to reduce the contract price and extend completion dates for the Well Site No. 6 Site Improvements project, \$11,990.24 credit (enclosure) ***Page 40***
6. Consider 2021 Falcon Freedom Days and City of Colorado Springs inquiry about participation in regional event similar to 2020, provide direction to staff

IV. DEVELOPER ITEMS:

- A. Verbal Report from Construction Manager

V. DIRECTOR ITEMS:

- A.

VI. LEGAL ITEMS:

- A. Enter into Executive Session pursuant to C.R.S. 24-6-402(4)(b): consult with and receive advice from legal counsel regarding legal issues related to arbitration with Cherokee Metropolitan District

VII. ADJOURNMENT:

The next regular meeting of the Boards is scheduled for Wednesday, March 3, 2021 at 10:00 a.m. at the Meridian Ranch Recreation Center, 10301 Angeles Road, Peyton, Colorado 80831. **Note this meeting may be a virtual/electronic meeting.**

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: January 6, 2021, 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 (via teleconference)
Wayne Reorda, Secretary/Treasurer (via teleconference)
Bill Gessner, Asst. Secretary/Treasurer (via teleconference)
Mike Fenton, Asst. Secretary/Treasurer (via teleconference)
Tom Sauer, Asst. Secretary/Treasurer (via teleconference)

Also present were:

David Pelsler; Meridian Service Metro District
Jennette Coe; Meridian Service Metro District (via teleconference)
Deawne Maddox; Meridian Service Metro District
Ryan Kozlowski; Meridian Service Metro District (via teleconference)
Braden McCrory; Meridian Service Metro District (via teleconference)
Ron Fano; Spencer Fane (via teleconference)
Tom Kerby; Tech Builders (via teleconference)
Jim O'Hara; Tech Builders (via teleconference)
Nancy Loew; Homeowner (via teleconference)

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 10:02 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 by correcting item III. B. 5. to Well LFH-9 only and changing from Hydro Resources to Applied Ingenuity for \$87,088.00, continuing item III. B. 6. to 02/03/2021 and deleting item VI. A., the motion was seconded and following a roll call vote was approved by unanimous vote of directors present.

Visitor Comments Ms. Loew shared her 2021 MSMD wish list:

- COVID-19 pandemic under control. Recreation center enforcing mandates, cleaning surfaces frequently and locker rooms made available as soon as COVID regulations allow.

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- Residential sidewalks must be cleared in a timely manner by all residents.
- Plow all Meridian Ranch trails, including trails in green space areas and pocket park areas.
- Lobbying by District to get residential roads plowed by El Paso County.
- Landscaping improvements.
- Make sure irrigation system is functioning correctly.
- Finish utility work at corner of The Lodge parking lot (Rainbow Bridge at Stone Valley) and replace landscaping.
- Link Eastridge Trail with Green Space at Mt. Lincoln and Mt. Columbia.
- Well and water storage projects completed on time, without issues.
- More social activities at the Recreation Center when COVID-19 restrictions have been lifted.
- Outdoor improvements – benches along trails, outdoor basketball court, and tennis/pickleball court.

Approve Minutes

The Board reviewed the December 2, 2020 Board Minutes and a motion was made, and seconded to approve the minutes as presented. Following a roll call vote, the minutes were approved by unanimous vote of directors present.

Financial Items

MSMD Cash Position Summary and Financial Statements: Ms. Coe reviewed the cash position summary and monthly financial reports for November, 2020. A motion was made to accept the cash position summary and financial statements as presented. The motion was seconded and following a roll call vote was approved by unanimous vote of directors present.

Review 2020 Tap Fee Report: Ms. Coe reviewed the 2020 Tap Fee Report with the Board for information only. A total of 203 taps were sold in 2019. A total of 340 taps were sold in 2020.

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

- MSMD Interim checks for ratification: 12902-12922 totaling \$58,411.95
- MSMD: 12923-12990 totaling \$502,064.26
- MRMD: 02236-02241 totaling \$2,119.40

Director Gabrielski inquired about the large December payroll amount of \$225,000 and asked what the bi-weekly payroll amount is. Ms. Coe stated the bi-weekly payroll is \$60,000-\$65,000. Mr. Pelsler stated there were three payroll periods in December with bonuses as well. Director Gabrielski also asked what year Cherokee amounts were allocated to since we pay in arrears.

A motion was made to approve the MSMD payment of claims, the motion was seconded and following a roll call vote was approved by unanimous vote of directors present.

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A motion was made to approve the MRMD payment of claims, the motion was seconded and following a roll call vote was approved by unanimous vote of directors present.

Receive Finance Committee Report: Ms. Coe noted the Finance Committee did not meet in December due to a lack of items to review and discuss. The December interim checks were reviewed and signed by Director Gabrielski and Director Sauer.

Manager Items

Information Items:

MSMD Operations Reports: Mr. McCrory presented the water, sewer, parks and grounds, and drainage operation reports which included information from pages 25-27 of the Board Packet. Director Fenton requested the mid-point building electrical plans be sent to him so he can submit to his electrician for a bid. Director Gabrielski asked about the issue brought up in the report regarding Well Site 8 and Mr. Pelsler explained that he would cover this in his Manager's Verbal Report. Director Gessner brought up concerns of possible irrigation system damages while El Paso County has been installing new sidewalks and curbs. Mr. McCrory and Mr. Myszkowski have this on their radar.

Mr. Kozlowski presented the Recreation Center Report to the Board which included information from page 28 of the Board Packet. The Recreation Center is operating under level orange restrictions now. Mr. Kozlowski also noted the Recreation Center will be losing three employees in the next few weeks: Ms. Orth, Mr. Ynostrosa, and Ms. Esch. He will be recruiting and hiring for a Recreation Center Administrative Manager, Aquatics Lead and Aquatics Manager. Director Gabrielski asked if this would delay the district from taking over the monthly newsletter in March as planned. Mr. Kozlowski reported that Ms. Orth will work on the newsletter remotely 8-10 hours monthly until her replacement feels comfortable in taking it over.

Managers Verbal Report: Mr. Pelsler provided status reports on the following matters:

- Completed and met filing deadlines for 2020 year-end
- 2020 was a year of survival under constantly changing public health orders
- Sewer Bypass Phase 1 project is progressing with work on The State Bank property and is essentially complete in spite of challenges associated with obstructions to access through our easements
- The Eastonville Raw Water Pipeline project construction is under way. The Contractor has mobilized and placed stormwater management BMPS. Excavation of the pipeline is expected to begin any day.

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- Construction of Wells 5,7,8 is progressing nicely. Drilling of LFH-8 reached bottom on Monday; drilling of LFH-5 is expected to reach bottom later this week; development of both wells is expected to begin over the weekend. The large drilling rig will move from LFH-8 to LFH-7 to begin drilling LFH-7. Current project substantial completion is expected as follows:
 - Well 5 by March 31
 - Well 8 by April 11
 - Well 7 by May 5
- Our staff have been working with Frazee and others to accomplish repair of a sagging sewer lateral on Morning Breeze Way. Even though this lateral was constructed over 2 years ago, Frazee is treating it as if it were still under warranty by performing the repairs at no cost to the District or to the property owner.
- 2 walls and doors are being installed in the District office at a cost of approximately \$7,000 to bring us into compliance with various security and privacy regulations concerning the storage of financial and personnel information. The work is being done in cooperation with our landlord.

Action Items:

1. Approve job description for Superintendent of Field Operations, Administrative Analyst/Human Resources Coordinator

Mr. Pelsler reviewed the Superintendent of Field Operations job description. After discussion, Director Gabrielski expressed concerns and noted that he does not agree with the approach to landscape maintenance management contracting. A motion was made, seconded and following a roll call vote was approved by four yes votes from Directors Reorda, Gessner, Fenton, Sauer and one no vote from Director Gabrielski to approve the Superintendent of Field Operations job description with minor modifications. The Administrative Analyst/Human Resources Coordinator job description was tabled until next month.

2. Approve one-year extension to BrightView Landscape Services Agreement for Landscape Maintenance Services and approve and authorize President to sign extra work authorization for maintenance services for additional landscaped areas and deducting irrigation winterization.

Mr. Pelsler presented the additional landscaped areas and the deletion of irrigation winterization and deletion of spring irrigation startup for the amended BrightView Landscape Services Agreement. After board discussion regarding irrigation winterization, a motion was made,

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seconded and following a roll call vote was approved by unanimous vote of directors present to approve and authorize President to sign amended one-year extension to BrightView Landscape Services Agreement for landscape maintenance services subject to attorney approval as to form.

3. Ratify Professional Service Agreement with Vivid Engineering Group, Inc. for materials testing services related to the construction of the Eastonville Raw Water Pipeline project, \$9,642

A motion was made, seconded and following a roll call vote was approved by unanimous vote of directors present to ratify Professional Service Agreement with Vivid Engineering Group, Inc. for \$9,642.00.

4. Approve and authorize President to sign MVEA Work Order 20-2300 for electrical service to Well Site No. 5, \$14,839.00

A motion was made, seconded and following a roll call vote was approved by unanimous vote of directors present to authorize President to sign MVEA Work Order 20-2300 for \$14,839.00.

5. Approve and authorize President to sign construction services agreement with Hydro Resources for Rehabilitation of Well No. A-9 and LFH-9, \$88,000; direct staff to return later in the year with a budget amendment to appropriate funds from the Capital Fund 30 fund balance and transfer funds from the Water Fund 40 fund balance to the Capital Fund 30 as necessary

Mr. Pelser presented corrections to the Board for this item. Hydro Resources was changed to Applied Ingenuity, Well No. A-9 was deleted, and the amount was changed to \$87,088.00. A motion was made, seconded and following a roll call vote was approved by unanimous vote of directors present to authorize President to sign construction services agreement with Applied Ingenuity for rehabilitation of Well LFH-9 for \$87,088.00.

Developer Items

Mr. Guzman was absent, and Mr. O'Hara stated a full report will be given next month. Mr. Pelser noted the Meridian Ranch Overall Lot Layout map requested by Director Gabrielski last month was provided by Mr. Guzman and is in the board packet on page 82 for future reference.

Director Items

Report from General Manager Selection Committee on status of GM Recruitment

Director Gessner reported two additional candidates were interviewed in December for the General Manager position. The selection committee recommended Jim Nikkel to the Board as the top candidate after positive reviews and reference checks. The committee recommended the Board

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present an offer to Mr. Nikkel. Mr. Fano gave legal advice recommending the salary and other details be discussed in executive session.

Legal Items

A motion was made, seconded and following a roll call vote was approved by unanimous vote of directors present to open an executive session pursuant to C.R.S. 24-6-402(4)(b), (e) and (f): to discuss issues related to planning for 2021 General Manager position and role, and to receive legal advice and potentially develop negotiating positions regarding same. A motion was made, seconded and following a roll call vote was approved by unanimous vote of directors present to close the executive session. There was no reportable action.

In open session, a motion was made, seconded and following a roll call vote was approved by unanimous vote of directors present to make an offer of employment as General Manager to Jim Nikkel and to authorize the GM Selection Committee to negotiate and set the terms of employment.

A motion was made, seconded and following a roll call vote was 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 General Manager annual performance review, salary, and benefits. It was noted that Mr. Pelsler waived his right for this matter to be held in open session. A motion was made, seconded and following a roll call vote was approved by unanimous vote of directors present to close the executive session. There was no reportable action.

In open session, a motion was made, seconded and following a roll call vote was approved by unanimous vote of directors present to direct Mr. Fano to transmit to Mr. Pelsler the confidential performance review by the Board and that Mr. Pelsler shall receive a 2020 year-end bonus and a 1.1% cost of living adjustment to his salary effective January 1, 2021.

Adjournment

There being no further business to come before the Board, the President adjourned the meeting at approximately 12:41 p.m.

The next regular meeting of the Boards is scheduled for February 3, 2021 at 10:00 a.m. at the Meridian Ranch Recreation Center, 10301 Angeles Road, Peyton, CO 80831. This will be a virtual meeting conducted electronically due to the COVID-19 pandemic. The public may participate by telephone conference.

Respectfully submitted,

Secretary for the Meeting

**MERIDIAN RANCH METROPOLITAN DISTRICT
CASH POSITION SUMMARY
Year to Date (YTD) as of December 31, 2020
Adjusted as of January 22, 2021**

Account Activity Item Description	CHECKING Wells Fargo	INVESTMENTS			TOTAL ALL ACCOUNTS
		ColoTrust Plus	Compass Loan Account	Compass Reserve	
Beginning balance per bank	\$ 11,179	\$ 508,559	\$ 3,319,980	\$ 1,410,268	\$ 5,249,986
YTD credits - deposits, wires and transfers	10,637,687	2,214,713	7,589,726	1,365	20,443,491
YTD debits - vouchers, wires and transfers	(10,094,058)	(2,039,239)	(7,720,751)	-	(19,854,048)
Bank balance at end of period	554,808	684,033	3,188,955	1,411,633	5,839,429
Less: outstanding checks	(92)	-	-	-	(92)
Plus: due from Subdistrict	-	-	-	-	-
Adjusted balance at end of period	554,716	684,033	3,188,955	1,411,633	5,839,337
Less amount restricted for debt	-	(319,125)	(3,188,955)	(1,411,633)	(4,919,713)
Less amount allocated for capital projects	-	(224,086)	-	-	(224,086)
Unrestricted/unallocated balance at end of period	554,716	140,822	-	-	695,538
Current activity:					
Current payables	(8,286)	-	-	-	(8,286)
Deposits	34,000	17,653	-	-	51,653
Payments	(2,119)	-	-	-	(2,119)
Transfers	10,000	(10,000)	-	-	-
Taxes transferred	-	(14,123)	14,123	-	-
Tap fees	(578,000)	-	578,000	-	-
Adjusted current cash balance	\$ 10,311	\$ 134,352	\$ 592,123	\$ -	\$ 736,786

**MERIDIAN RANCH METROPOLITAN DISTRICT
FUND ALLOCATION OF AVAILABLE BALANCES
Year to Date (YTD) as of December 31,2020**

Account Activity Item Description	GENERAL	DEBT	CTF	TOTALS ALL FUNDS
Beginning funds available	\$ 519,461	\$ 4,730,248	\$ -	\$ 5,249,709
YTD REVENUES PER FINANCIAL STATEMENTS				
Property taxes	402,841	1,611,218	-	2,014,059
Specific ownership taxes	44,475	175,090	-	219,565
Investment income	4,794	10,377	-	15,171
Facility fees transferred from Meridian Service	-	6,362,000	-	6,362,000
Conservation Trust Entitlements	-	-	30,300	30,300
Subdistrict - IGA	11,386	-	-	11,386
Total YTD revenues	463,496	8,158,685	30,300	8,652,481
Beginning funds available plus YTD revenues	982,957	12,888,933	30,300	13,902,190
Less YTD expenditures per financial statements	(287,419)	(7,745,134)	(30,300)	(8,062,853)
YTD ENDING AVAILABLE FUND BALANCES	\$ 695,538	\$ 5,143,799	\$ -	\$ 5,839,337

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 Year Ended December 31, 2020
Unaudited

	<u>Oct - Dec Activity</u>	<u>YTD Actual</u>	<u>Adopted 2020 Budget</u>	<u>Variance Over (Under)</u>	<u>Percent of Budget (100% YTD)</u>
REVENUES					
Property taxes	\$ 2,593	\$ 402,841	\$ 402,893	\$ (52)	100%
Specific ownership taxes	11,647	44,475	32,206	12,269	138%
Investment income	389	4,794	8,500	(3,706)	56%
Certified UB - MSMD	-	-	4,500	(4,500)	0%
Subdistrict - IGA	4,009	11,386	-	11,386	-
Total revenues	<u>18,638</u>	<u>463,496</u>	<u>448,099</u>	<u>15,397</u>	<u>103%</u>
EXPENDITURES					
Audit	-	11,136	10,000	1,136	111%
Certified UB - MSMD	-	-	4,500	(4,500)	0%
County treasurer fees	41	6,045	6,043	2	100%
Director fees and payroll taxes	1,523	7,505	6,400	1,105	117%
District management and accounting	4,640	19,016	30,000	(10,984)	63%
Dues and membership	-	552	1,500	(948)	37%
Election	-	2,239	1,500	739	149%
Insurance	-	4,652	5,000	(348)	93%
Legal	18	5,340	28,000	(22,660)	19%
Miscellaneous	235	1,249	1,000	249	125%
Subdistrict IGA	1,937	9,685	-	9,685	-
Transfer to Meridian Service	-	220,000	220,000	-	100%
3% Tabor Reserve	-	-	13,500	(13,500)	0%
Total expenditures	<u>8,394</u>	<u>287,419</u>	<u>327,443</u>	<u>(40,024)</u>	<u>88%</u>
NET CHANGE IN FUND BALANCE	<u>\$ 10,244</u>	176,077	<u>\$ 120,656</u>	<u>\$ 55,421</u>	
BEGINNING FUND BALANCE - Adjusted		<u>519,461</u>			
ENDING FUND BALANCE		<u>\$ 695,538</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 Year Ended December 31, 2020
Unaudited

	<u>Oct - Dec Activity</u>	<u>YTD Actual</u>	<u>Amended 2020 Budget</u>	<u>Variance Over (Under)</u>	<u>Percent of Budget (100% YTD)</u>
REVENUES					
Property taxes	\$ 10,369	\$ 1,611,218	\$ 1,611,427	\$ (209)	100%
Specific ownership taxes	46,589	175,090	128,824	46,266	136%
Facilities fees transferred from MSMD	1,734,000	6,362,000	3,485,000	2,877,000	183%
Investment income	2,187	10,377	15,000	(4,623)	69%
Total revenues	<u>1,793,145</u>	<u>8,158,685</u>	<u>5,240,251</u>	<u>2,918,434</u>	<u>156%</u>
EXPENDITURES					
County treasurer fees	164	24,181	24,171	10	100%
Bond interest (2008 \$7M)	350,000	350,000	350,000	-	100%
Loan interest (2013 \$33.5M)	434,659	866,942	869,317	(2,375)	100%
Loan principal (2013 \$33.5M)	960,000	960,000	960,000	-	100%
Loan interest (2014 \$3.5M)	49,551	98,831	99,102	(271)	100%
Loan principal (2014 \$3.5M)	100,000	100,000	100,000	-	100%
Loan interest (2018 \$24M)	431,301	860,245	862,601	(2,356)	100%
Loan principal (2018 24M)	300,000	300,000	250,000	50,000	120%
Paying agent and bank fees	216	935	1,000	(65)	94%
Transfer to Meridian Service	4,184,000	4,184,000	4,200,000	(16,000)	100%
Miscellaneous	-	-	1,000	(1,000)	0%
Total expenditures	<u>6,809,891</u>	<u>7,745,134</u>	<u>7,717,191</u>	<u>27,943</u>	<u>100%</u>
NET CHANGE IN FUND BALANCE	<u><u>\$ (5,016,746)</u></u>	413,551	<u><u>\$ (2,476,940)</u></u>	<u><u>\$ 2,890,491</u></u>	
BEGINNING FUND BALANCE - Adjusted		<u>4,730,248</u>			
ENDING FUND BALANCE		<u><u>\$ 5,143,799</u></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 Year Ended December 31, 2020
Unaudited

	<u>Oct - Dec Activity</u>	<u>YTD Actual</u>	<u>Adopted 2020 Budget</u>	<u>Variance Over (Under)</u>	<u>Percent of Budget (100% YTD)</u>
REVENUES					
Conservation Trust Entitlements	\$ 7,874	\$ 30,300	\$ 37,000	\$ (6,700)	82%
Total revenues	<u>7,874</u>	<u>30,300</u>	<u>37,000</u>	<u>(6,700)</u>	<u>82%</u>
EXPENDITURES					
Transfer to Meridian Service	15,840	30,300	37,000	(6,700)	82%
Total expenditures	<u>15,840</u>	<u>30,300</u>	<u>37,000</u>	<u>(6,700)</u>	<u>82%</u>
NET CHANGE IN FUND BALANCE	<u>\$ (7,966)</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 December 31, 2020
 Adjusted as of January 22, 2021
 Unaudited

Account Activity Item Description	INVESTMENTS ColoTrust Plus	TOTAL ALL ACCOUNTS
Beginning balance per bank	\$ 6,078	\$ 6,078
YTD Credits - Total Deposits, Wires, and Transfers	27,682	27,682
YTD Debits - Total Vouchers, Wires and Transfers	(11,385)	(11,385)
Current cash balance	\$ 22,375	\$ 22,375

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 Year Ended December 31, 2020
Unaudited

	<u>Oct - Dec Activity</u>	<u>YTD Actual</u>	<u>Amended 2020 Budget</u>	<u>Variance Over (Under)</u>	<u>Percent of Budget (100% YTD)</u>
REVENUES					
Property taxes	\$ -	\$ 25,360	\$ 25,356	\$ 4	100%
Specific ownership taxes	733	2,600	1,775	825	146%
Interest	9	103	50	53	206%
Total revenues	<u>742</u>	<u>28,063</u>	<u>27,181</u>	<u>882</u>	<u>103%</u>
EXPENDITURES					
Accounting and management	1,937	6,580	7,000	(420)	94%
Audit	-	941	1,000	(59)	-
Election	-	2,164	2,000	164	108%
Legal	-	-	1,000	(1,000)	0%
County treasurer fees	-	381	380	1	100%
3% TABOR reserve	-	-	815	(815)	0%
Total expenditures	<u>1,937</u>	<u>10,066</u>	<u>12,195</u>	<u>(2,129)</u>	<u>83%</u>
NET CHANGE IN FUND BALANCE	<u>\$ (1,195)</u>	17,997	<u>\$ 14,986</u>	<u>\$ 3,011</u>	
BEGINNING FUND BALANCE		<u>4,378</u>			
ENDING FUND BALANCE		<u>\$ 22,375</u>			

**MERIDIAN SERVICE METROPOLITAN DISTRICT
CASH POSITION SUMMARY
For the Period Ended December 31, 2020
Adjusted as of January 31, 2020**

	CHECKING Wells Fargo
Account Activity Item Description	
Cash balance at end of period	\$ 6,280,074
January activity:	
Utility billing from residents	534,988
Recreation Center fees	1,487
Tap fees and meter fees (In)	53,825
Tap fees transferred to MRMD (Out)	(34,000)
El Paso County Collection of Delinquent Accounts	532
Transfer from Meridian Ranch - IGA	-
Transfer from Meridian Ranch - CTF	-
AT&T, Falcon Freedom Days and reimbursements	2,449
Coronavirus Relief Fund Reimbursement	-
Transfer to payroll account	(127,000)
Januay checks and automatic payments	
Operations	(535,911)
Interest, fees and returned checks	(559)
Sub-total	6,175,886
February 3rd checks Estimate	(1,006,000)
Adjusted balance	\$ 5,169,886
Restricted Funds to transfer:	
Rate Stabilization Fund	(700,000)
Conservation Trust Funds	158,221
Emergency Reserve	64,079
Emergency Sewer Reserve	(59,302)
Capital improvements	(3,739,948)
Adjusted Unrestricted Balance	\$ 892,935

**MERIDIAN SERVICE METROPOLITAN DISTRICT
CASH POSITION RECONCILED TO GENERAL LEDGER
CASH POSITION SUMMARY
For the Period Ended December 31, 2020
Adjusted as of January 31, 2020**

Account Activity Item Description	Checking Wells Fargo	Payroll Wells Fargo	Petty Cash	INVESTMENTS ColoTrust Plus					TOTAL ALL ACCOUNTS
				Conservation Trust Funds	5% Reserve	Sewer Reserve (\$2)	Capital Improvements	Project Funds	
Cash balance at end of period	6,280,074.19	72,224	401	158,237	1,596,218	278,572	305,906	3,915,687	12,607,320
January activity:									
Utility billing from residents	534,988	-	-	-	-	-	-	-	534,988
Recreation Center fees	1,487	-	-	-	-	-	-	-	1,487
Tap fees and meter fees (In)	53,825	-	-	-	-	-	-	-	53,825
Tap fees transferred to MRMD (Out)	(34,000)	-	-	-	-	-	-	-	(34,000)
El Paso County Collection of Delinquent Accounts	532	-	-	-	-	-	-	-	532
Transfer from Meridian Ranch - IGA	-	-	-	-	-	-	-	-	-
Transfer from Meridian Ranch - CTF	-	-	-	-	-	-	-	-	-
AT&T, Falcon Freedom Days and reimbursements	2,449	-	-	-	-	-	-	-	2,449
Coronavirus Relief Fund Reimbursement	-	-	-	-	-	-	-	-	-
Transfer to payroll account	(127,000)	127,000	-	-	-	-	-	-	-
Reserve transfers	-	-	-	-	-	-	-	-	-
Januay checks and automatic payments									
Operations	(535,911)	(135,076)	-	-	-	-	-	-	(670,987)
Capital improvements	-	-	-	-	-	-	-	-	-
Interest, fees and returned checks	(559)	-	-	-	-	-	-	-	(559)
Sub-total	6,175,886	64,148	401	158,237	1,596,218	278,572	305,906	3,915,687	12,495,056
February 3rd checks Estimate	(1,006,000)	-	-	-	-	-	-	-	(1,006,000)
Adjusted balance	5,169,886	64,148	401	158,237	1,596,218	278,572	305,906	3,915,687	11,489,056
Less restricted funds as of December 31, 2020:									
Rate Stabilization Fund	(700,000)	-	-	-	-	-	-	-	(700,000)
Wells Fargo Payroll Account	-	(64,148)	-	-	-	-	-	-	(64,148)
Petty Cash	-	-	(401)	-	-	-	-	-	(401)
Conservation Trust Funds	158,221	-	-	(158,237)	-	-	-	-	(16)
5% Reserve Fund	64,079	-	-	-	(1,596,218)	-	-	-	(1,532,139)
Sewer Reserve Fund	(59,302)	-	-	-	-	(278,572)	-	-	(337,874)
Capital improvements	-	-	-	-	-	-	(305,906)	-	(305,906)
Project Funds	(3,739,948)	-	-	-	-	-	-	(3,915,687)	(7,655,635)
Unrestricted cash balance	\$ 892,935	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 892,935

Note: Additional investment accounts can be used for extraordinary expenditures.

Meridian Service Metropolitan District Vendor Check Register Report Interim Checks to Ratify

Accrual Basis

Date	Num	Name	Amount
1000100 · Wells Fargo - Operating			
01/21/2021	12991	ADT SECURITY SERVICES, INC.	-239.07
01/21/2021	12992	American Portable Services Inc.	-294.00
01/21/2021	12993	Applied Ingenuity, LLC	-738.45
01/21/2021	12994	Aqueous Solution Inc.	-614.00
01/21/2021	12995	CenturyLink - FP & LS	-285.63
01/21/2021	12996	Cherokee MD	-2,122.47
01/21/2021	12997	Club Automation, LLC	-1,555.00
01/21/2021	12998	Colorado Rural Water Association	-400.00
01/21/2021	12999	Colorado State Treasurer	-1,319.93
01/21/2021	13000	Comcast	-668.34
01/21/2021	13001	Discount Tire	-865.00
01/21/2021	13002	El Paso County Public Health	-210.00
01/21/2021	13003	Grainger	-871.08
01/21/2021	13004	HelloSpoke	-705.43
01/21/2021	13005	Henley's Key Service, Inc.	-194.75
01/21/2021	13006	Jan-Pro of Southern Colorado	-2,858.00
01/21/2021	13007	JDS-Hydro Consultants, Inc.	-990.00
01/21/2021	13008	Mug-A-Bug Pest Control	-58.00
01/21/2021	13009	MVEA	-34,040.00
01/21/2021	13010	O'Reilly Automotive	-23.94
01/21/2021	13011	Porchlink Media LLC	-5,592.77
01/21/2021	13012	Treatment Technology	-957.00
01/21/2021	13013	Verizon Wireless	-249.72
TOTAL CHECKS	23		<u>-55,852.58</u>

Meridian Service Metropolitan District Vendor Check Register Report

February 3, 2021

Accrual Basis

Date	Num	Name	Amount
1000100 - Wells Fargo - Operating			
02/03/2021	13014	Badger Meter	-7,497.50
02/03/2021	13015	Black Hills Energy	-4,595.58
02/03/2021	13016	BrightView Landscape Services Inc.	-6,999.00
02/03/2021	13017	Browns Hill Engineering & Controls, LLC	-132.00
02/03/2021	13018	Carlson, Hammond & Paddock, LLC	-2,421.50
02/03/2021	13019	CEBT Payments	-11,587.46
02/03/2021	13020	CEM Sales & Service	-2,589.72
02/03/2021	13021	CenturyLink - FP & LS	-252.07
02/03/2021	13022	Chase Cardmember Services	-4,277.67
02/03/2021	13023	Cherokee MD	-20,610.05
02/03/2021	13024	Core & Main LP	-386.00
02/03/2021	13025	CRS Community Resource Services	-11,953.50
02/03/2021	13026	CSU Colorado Springs Utilities	-2,651.40
02/03/2021	13027	Fitness Gallery	0.00
02/03/2021	13028	Grainger	-1,603.18
02/03/2021	13029	Henley's Key Service, Inc.	-77.00
02/03/2021	13030	Hobby Lobby	-296.08
02/03/2021	13031	Home Depot Credit Services	-662.91
02/03/2021	13032	Hydro Resources Rocky Mtn. Inc.	-383,707.85
02/03/2021	13033	JDS-Hydro Consultants, Inc.	-20,162.90
02/03/2021	13034	John Deere Financial	-270.78
02/03/2021	13035	Lytle Water Solutions, LLC	-18,126.84
02/03/2021	13036	Meineke	-95.61
02/03/2021	13037	MVEA	-54,677.14
02/03/2021	13038	Native Sun Construction, Inc.	-10,765.90
02/03/2021	13039	Playpower LT Farmington, Inc.	-125.00
02/03/2021	13040	Premier Earthworks & Infrastructure	-272,070.50
02/03/2021	13041	Rampart Supply Inc.	-343.72
02/03/2021	13042	Shops at Meridian Ranch, LLC	-3,622.94
02/03/2021	13043	Special District Association of Colorado	-225.00
02/03/2021	13044	Spencer Fane LLP	-82,178.53
02/03/2021	13045	Starfish Aquatics Institute	-129.00
02/03/2021	13046	Tech Builders Inc	-3,327.09
02/03/2021	13047	Thatcher Company, Inc	-21,768.00
02/03/2021	13048	TIAA Commercial Finance, Inc	-207.00
02/03/2021	13049	UniFirst First Aid & Safety	-895.27
02/03/2021	13050	USA BlueBook	-159.95
02/03/2021	13051	Vivid Engineering Group	-3,042.50
02/03/2021	13052	Wagner Construction	-23,345.78
02/03/2021	13053	Waste Management of Colorado Springs	-795.04
02/03/2021	13054	White Sands Water Engineers, Inc.	-7,417.50
02/03/2021	13055	Fitness Gallery	-9,906.00
02/03/2021	13056	Fitness Gallery	-9,906.00
TOTAL CHECKS	43		TOTAL AMOUNT OF CHECKS -1,005,864.46

Payroll Transactions:	1/1 - 1/31/2021
BOD Payroll:	\$501.60
Service Charge:	\$32.16
Bi-weekly Payroll:	\$134,793.00
EE Screening & Stratustime:	\$251.09
Total:	\$135,577.85

Ranges:	From:	To:	From:	To:
Check Number	02242	02251	Check Date	First
Vendor ID	First	Last	Checkbook ID	First
Vendor Name	First	Last		Last

Sorted By: Check Number

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
02242	COLOSPECIALDIST	Colorado Special Districts Pro	1/28/2021	WF CHECKING	PMCHK00000244	\$450.00
02243	CRS	CRS of Colorado	1/28/2021	WF CHECKING	PMCHK00000244	\$2,525.00
02244	FENTON	Michael J Fenton	1/28/2021	WF CHECKING	PMCHK00000244	\$92.35
02245	GABRIELSKI	MILTON B. GABRIELSKI	1/28/2021	WF CHECKING	PMCHK00000244	\$92.35
02246	SDA	Special Districts Association	1/28/2021	WF CHECKING	PMCHK00000244	\$597.72
02247	SAUER	Thomas G. Sauer	1/28/2021	WF CHECKING	PMCHK00000244	\$92.35
02248	REORDA	Wayne Reorda	1/28/2021	WF CHECKING	PMCHK00000244	\$92.35
02249	GESSNER	William Gessner	1/28/2021	WF CHECKING	PMCHK00000244	\$92.35
02250	COLOSPECIALDIST	Colorado Special Districts Pro	2/3/2021	WF CHECKING	PMCHK00000245	\$3,757.00
02251	TCHARLESWILSON	T. Charles Wilson Insurance Se	2/3/2021	WF CHECKING	PMCHK00000245	\$495.00

Total Checks:	10				Total Amount of Checks:	\$8,286.47
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MERIDIAN SERVICE METROPOLITAN DISTRICT

Water, Wastewater, Parks and Recreation

11886 Stapleton Dr, Falcon, CO 80831

719-495-6567, Fax 719-495-3349

DATE: January 21, 2021
TO: MSMD Board of Directors
RE: Finance Committee Report

On January 21, 2021 the Board's Finance Committee (Directors Gabrielski and Sauer) met with David Pelsler, General Manager, and Jennette Coe, AFS Manager. Following is a summary of the meeting:

- Staff reviewed the latest CVRF Reimbursement Request (COVID-19 Expenses eligible for grant reimbursement) which was subsequently signed by the Chair and submitted to DOLA for reimbursement prior to the 1/31/21 deadline.
- Staff reviewed the following changes made to the CVRF reimbursement funds:
 - DOLA extended the time to use funds for an additional year from 12/31/20 to 12/31/21.
 - DOLA requested that Districts de-obligate funds that will not be used so that other Districts in need can utilize the funds. Notification was submitted to DOLA that we will de-obligate approx. \$214k, keeping \$20k of the funds to be used in 2021.
- Staff presented a verbal report on staffing needs in the Administration & Financial Services (AFS) Division including recent changes in staff status.
- Staff reviewed the CTF, Reserves, Rate Stabilization and Capital accounts held at COLO Trust including the required transfers from/to Wells Fargo Operating Checking to reconcile the contributions and expenses to the GL accounts ending 12.31.20.
- Staff reviewed billing corrections that took place in late 2020 and for January 2021 per the Board adopted Fee Schedules for each year.
- The Finance Committee approved interim MSMD checks nos. 12991 -13013 and directed staff to put these on the Board's February agenda for ratification.

Submitted by:

Milton B. Gabrielski, Finance Committee Chair

Meridian Service Metropolitan District
Water System Monthly Status Report

Month : December

Year : 2020

Tank Farm	
Max Height	34.6
Avg Height	32.6
Min Height	29.3

Water Treatment Plant	
Gallons Treated	CL 2 used
18,264,000 gallons	-92 gallons

Booster Pump Station
4,361,000 Gallons

Meridian Water Usage
16,546,000 Gallons

SCADA System	
Well Sites	ok
Tank Farm	ok
Inter-connect	ok

Well Sites	Gallons Pumped	Comments
A-1	877,000	
LFH-1	2,036,000	
A-2	641,000	
LFH-2	3,081,000	
D-3	505,000	
LFH-3	1,638,000	
A-4	1,743,000	
LFH-4	3,583,000	
A-6	696,000	
LFH-6	1,348,000	
A-9	333,000	
LFH-9	0	
LATIGO	3,304,000	
GUTHRIE	0	
Meridian Well Subtotal =	19,785,000	

MRB INTER-CONNECT		
Meter	Month	YTD
To MSMD	83,000	32,672,000
From MSMD	-1,730,000	-31,878,000
BALANCE	-1,647,000	794,000

WATER BALANCE				
Well Production	Water Treatment	Ratio	Water Consumption	Balance
19,785,000	18,264,000	1.08	16,546,000	71,000
				Prod. + MRB - Consump

Aquifer Balance	BASIN	Approp.	Status	YTD Pumped	Remaining Approp.	
		Ac-ft		Ac-ft	Ac-ft	Percent Remaining
	Arapahoe	942.0	OK	130.6	811.4	86.1%
LFH	755.0	OK	372.9	382.1	50.6%	
Dawson	1171.0	OK	18.3	1,152.7	98.4%	
Latigo	453.0	OK	108.4	344.6	76.1%	
			630.2			

Guthrie Water System		YTD Pumped		Remaining Approp.	Remaining Percent	Comments
Well Sites	Status	By Meridian	By Meridian			
A - 1	481.1 ok	40.5	27.9	440.6	91.6%	
A - 2	ok					
LFH - 1	579.6 ok	144.3	99.4	435.3	75.1%	
LFH - 2	ok					
Alluvial 1	246.0 ok	241.4	166.2	4.6	1.9%	
Alluvial 2	43.0 ok	42.5	29.3	0.5	1.1%	
Total Guthrie Water Pumped		468.7	322.8	881.0		

Mid - Point PS	
Operational status	Gallons Pumped
ok	0

Meter Readings	
Read by Staff	3041

New Home Water Service Installation Inspections	
	8

Meter Installs / Repairs		
New Installs	Repairs	Total
34	0	34

Distribution System	
Valves	exercised 8 valves
Fire Hydrants	flushed 10 hydrants
PRV's	good

MSMD Operations Report for January 2021

During the month of January, water operations department completed the monthly Bac-T sampling per CDPHE monitoring requirements. Monthly water meter reads were collected on January 27th. Drilling continues at the different well sites with well site #5 scheduled to start pump testing tentatively on January 27th or 28th. Well site #8 has completed drilling and is waiting for the pump test rig. Well site #7 was at an approximate depth of 2,100 feet as of January 25th. The Eastonville raw water line construction has pipe installed and backfilled from well site #7 heading north towards well site #8 and stopping near the turn to start heading west at the location of the air-vac manhole. The contractor (Wagner) performing the pipeline install is doing a good job. I have been told by a couple different people that they turn out quality work and do not mess around getting the pipe in the ground. Water operations staff flushed, sampled, and is ready to tie in the existing raw water line stub to the new raw water line very soon. Department staff have also been busy installing new residential water meters and spending several hours completing water and sewer locates and entering the required response. Well step down testing ran into some equipment limitations with existing pump control equipment during the first attempt. If the equipment can be temporarily modified for the step-down test, similar changes will be made to the other wells.

Parks and drainage worked through a couple of minor storms. Weekly pond inspections were completed only requiring trash collection and minor drain clearing. A damaged swing chain was replaced at Greens Park. Parks and Drainage staff continue monitoring sidewalk improvements that may impact landscape irrigation lines. Irrigation system maintenance continues as the weather allows. An air compressor is being used to identify line breaks or missing sprinkler heads without turning on water. Initial attempts yielded minimal results, but one more attempt will be made. Staff continue troubleshooting controllers, testing station communications, and making sure irrigation zones are labeled correctly in the main irrigation computer. Recruitment for the two additional parks and drainage personnel whose positions were approved by the Board of Directors in the 2021 budget will begin in the upcoming days.

Staff performed weekly infiltration gallery inspections and recorded water level logging data. On January 19th, staff removed silted up rock and filter fabric from drainage area #6 infiltration pit. New rock and filter fabric were installed and staff will monitor water level closely. Over the next couple of weeks, weather permitting, drainage area #3 (collects filing 2 area), #5 (collects filing 3 area), and #8 (collects Winding Walk area) infiltration pits will require maintenance due to fine mud clogging the rock and filter fabric. New material will be added at these locations. Two additional loggers will be added to drainage area #7 (Vistas area) and #8 (Winding Walk).

The wastewater operations department completed weekly composite sampling and drop off to Cherokee for testing. Weekly Hydrogen Sulfide (H₂S) and Total Dissolved Solids (TDS) samples were collected and recorded. Three combination eyewash/shower stations were installed at the lift station. Hot water piping was also added downstairs to help hose and remove grease buildup. The influent meter was installed, but during setup an unforeseen hydraulic issue was discovered resulting in a temporary halt to meter replacement. Due to the irregular shape of the influent channel, cost effective replacement options are limited. The sewer bypass line through the State Bank property and along highway 24 is in the final stages of

installation. The remaining items include jet cleaning and video inspection, pressure testing piping, vacuum testing manholes, and surface repair. The contractor (PEI) installing the sewer bypass line has produced a high-quality product. MSMD personnel inspecting the sewer line continually say what a top-notch contractor they are and what a high-quality product they have built for us.

Upcoming or continued water tasks:

- Well step testing with Bruce Lytle
- Well #5, #7, and #8 construction
- LFH-9 well repairs
- Eastonville raw water line construction and tie into existing line
- Monthly water sampling per state regulations
- Monthly meter reading

Upcoming or continued parks and drainage:

- Begin Irrigation Tech recruitment
- Continue irrigation repairs/testing through winter
- Annual backflow testing in March
- Continue fence repairs
- Mulch/rock replacement in planter beds

Upcoming or continued wastewater tasks:

- Sewer force main air vac maintenance/vault inspections
- Sewer force main flow meter replacement
- Lift station influent meter replacement
- Infiltration pit maintenance
- Infiltration pit logger installs (2)

Feb 3, 2021 Recreation Board Report

Usage Numbers 1/1/21-1/35/21

Total Attendance – 7,007 (See breakdown below)

Revenue collected - **\$1,832.00**

Pulse Check:

We began 2021 under the same restrictions we were under in December of 2020. In the middle of January, we were able to increase our capacity to 50 persons per room, and with the increased capacity we removed the reservation system. The reported numbers include both reservations, and general check ins since removing the reservation system. Removing the reservation system had a very positive impact on members allowed them flexibility with their routine.

We are still unable to conduct organized sports but can host private swim lessons and have been doing so with 2 instructors. We are ready to launch a youth basketball league as soon as state restrictions ease. We hosted a fitness expo on January 23rd on our basketball court with roughly 29 vendors. We maintained all social distancing requirements and provided the community with great information for achieving their fitness and health goals in 2021.

Andrea has moved to Kansas and we have been accepting applications for her position and have received many qualified applications. Andrea has been reclassified as an admin assistant and is prepared to create our first newsletter. Andrea has also been very helpful in helping the operations manager remotely with clubautomation items and staff schedule.

We have begun the process of remodeling the lobby and have enlisted Swagata's services in the process. We met with Swagata to go over previous remodel plans and provide our input on what we would like to see. Swagata is preparing plans (~2-3 weeks) and will assist us in the bidding process. I expect we will have a bid project to propose to the board at the April 2021 meeting. We will provide an update on the process at the March meeting.

We are not seeing the usual January rush due to COVID-19 restrictions, but we are ready to launch programming and full attendance when the pandemic restrictions allow.

MRRC Attendance

Date: Jan 1, 2021 - Jan 26, 2021

Activity	Max Attendance	Total Attendance	% Filled
Gym Access 2-3pm	75	41	55%
Gym Access 5 - 6 PM	425	324	76%
Gym Access 5:30-7 AM	375	331	88%
Gym Access 7-8 AM	375	249	66%
Gym Access 6 - 7 PM	350	234	67%
Gym Access 7 - 8:30 PM	350	252	72%
Gym Access 3-5 PM	75	55	73%
Gym Access 1-3 PM	425	347	82%
Gym Access 8-9 AM	450	286	64%
Gym Access 12 - 1 PM	150	66	44%
Gym Access 10-11 AM	525	324	62%
Gym Access 11 AM - 12 PM	150	97	65%
Gym Access 9-10 AM	525	383	73%
Gym Access 4-5 PM	425	330	78%
Gym Access 3-4 PM	425	272	64%
Gym Access 1-2 PM	75	27	36%
Gym Access 11 AM - 1 PM	375	287	77%
Total		3905	

Since Removing Reservations 1218

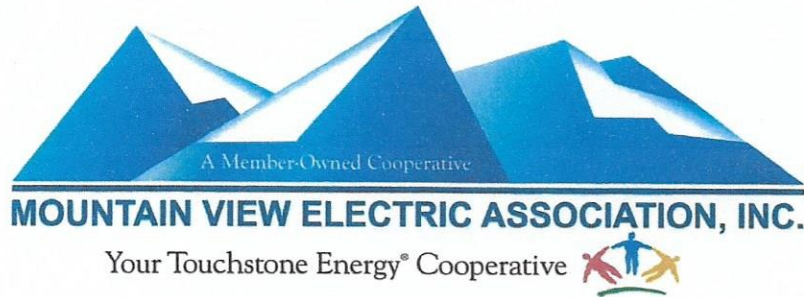
Date: Jan 1, 2021 - Jan 26, 2021

Activity	Max Attendance	Total Attendance	% Filled
Swim Access 9-10 AM	250	46	18%
Swim Access 7-8 PM	350	103	29%
Swim Access 11-1p	25	17	68%
Swim Access 1-3p	25	15	60%
Swim Access 3-4:30p	25	24	96%
Swim Access 2-4p	25	22	88%
Swim Access 10-12	25	17	68%
Swim Access 12-2p	25	22	88%
Swim Access 4-5:30p	25	17	68%
Swim Access 8-10a	25	7	28%
Swim Access 6-7 PM	50	22	44%
Swim Access 7-8 AM	350	52	15%

Swim Access 11-1	350	104	30%
Swim Access 1-3	350	130	37%
Swim Access 4-5:30	50	32	64%
Swim Access 5:30-7 AM	350	107	31%
Swim Access 5-6 PM	350	228	65%
Swim Access 4-5	350	202	58%
Swim Access 3-4:30	50	30	60%
Swim Access 2-3	100	66	66%
Swim Access 8-9 AM	400	64	16%
Swim Access 12-1	100	40	40%
Swim Access 3-4	400	149	37%
Swim Access 10-11 AM	450	112	25%
Swim Access 1-2	100	36	36%
Swim Access 11-12	100	37	37%
Swim Access 9-11a	25	12	48%
Total		1713	

Date: Jan 1, 2021 - Jan 26, 2021

Activity	Max Attendance	Total Attendance	% Filled
Child Care Access 10-11 AM	200	37	19%
Child Care Access 9-10 AM	200	56	28%
Child Care Access 11 - 12	200	15	8%
Child Care Access 12-1 PM	170	4	2%
Child Care Access 8-9 AM	140	25	18%
Child Care Access 6 - 7 PM	140	7	5%
Child Care Access 5 - 6 PM	140	12	9%
Child Care Access 4-5 PM	140	15	11%
Total		171	



January 11, 2021

Meridian Service Metro District
Attn: Accounts Payable
11886 Stapleton Dr.
Falcon CO 80831

SUBJECT: 11496 Eastonville Road Well Site #8
Mountain View Electric Association, Inc. (The Association)
Work Order Number: 20-2327

As requested, and based on the preliminary information provided, The Association has completed the initial design for distribution of power to serve 11496 Eastonville Road Well Site #8.

The cost of the distribution system is computed to be \$17,428.00. This cost is contingent upon receipt of properly executed Grants of Right-of-Way from El Paso County. We have received your engineering fee of \$250.00 leaving a balance due of **\$17,178.00**. This estimate is good for ninety (90) days and is based on the current policies of the Association. These policies may be revised, amended, supplemented, or otherwise changed from time to time in accordance with decisions made by Association's Board of Directors.

A copy of the current the Association Extension Policy is available upon your request. A few of the rules and regulations from the policy are:

- A. All costs must be paid prior to the Association scheduling construction of the extension. The costs paid will not bear interest.
- B. If at any time it is determined that the estimated cost is inadequate to complete the construction, additional payment will be required before construction of the line extension proceeds.
- C. You will be eligible for Shared Cost Refunds if, after the costs are paid and before the expiration of the six-year period, other applicants desire service from this extension, the portions of the extension used in common shall be recomputed, prorating the cost of the shared units. The new applicant will pay its prorated share of which a corresponding amount of any of the original deposit still eligible for refund shall be returned to you, provided that you do not receive refunds that reduce the total original costs below \$10,000.00. If the property is sold no further refunds are available to the original applicant.
- D. If the Applicant fails to complete the extension within 18 months from the date of the Association's Cost Letter, the Applicant will forfeit the engineering fee and the Application for the Line Extension will be cancelled.

You will be responsible for the following:

All secondary conduits (Note: The Association is to install two (2) 4" PVC sweeps out of the transformer pad for the consumer secondary conduits to tie onto.), conductors, disconnects, breakers and all other secondary equipment from the secondary spades of the transformer

This Association is an equal opportunity provider and employer.



shall be provided, installed, maintained and will remain the responsibility of the owner/owners. The area of the trenching route must be at final grade prior to the installation of the underground system.

The Association or the Association's contractors will be responsible for the following:
Preparation and installation of a concrete transformer pad and the 3-phase transformer, the primary conductors to be pulled through the Association's installed PVC and the termination of the primary conductors.

It is reasonable for the Association to expect the pre-construction requirements to be completed in a timely manner. If not completed within 90 days from receipt of payment, it will be necessary, at the Association's sole discretion, to either extend the estimate or make a new estimate incorporating the then current terms of the Extension Policy and construction costs.

Information about the subsurface soil conditions along proposed Association routes within this area are unknown. The indicated cost for this electric system is based on a perception that the Association or the Association contractors will not encounter subsurface groundwater, rock, or other unforeseen encumbrances during construction. In the event these conditions are encountered, you will be charged for any added costs.

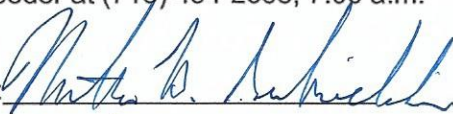
It is the responsibility of the applicant to meet all the requirements of the Inspection Authority, including proper construction of electric lines on the applicant's side of the service delivery point. The Association is permitted to install a meter for a new service only after approval by the proper inspection authority.

Please sign to verify that you understand the contents of this letter. A signed copy must be returned with full payment before it will be processed. An addressed envelope is enclosed for your convenience.

Full payment must be made, and all required easements and permits received, six (6) weeks in advance of any construction. Upon receipt of the signed copy of this letter, \$17,178.00 for construction costs, all required easements and permits, and when all pre-construction requirements are completed to the Association's satisfaction; the Association will add this project to a construction schedule.

Once released, your job will be constructed as quickly as project backlog and working conditions allow. However, any project may experience delays due to the availability of material.

If you have any questions regarding this project, please feel free to call me at (719) 494-2659. For scheduling information please contact the Operations Department at operations@mvea.coop or call Dan Schroeder at (719) 494-2668, 7:00 a.m. – 5:30 p.m. Monday through Thursday.

Signature: 

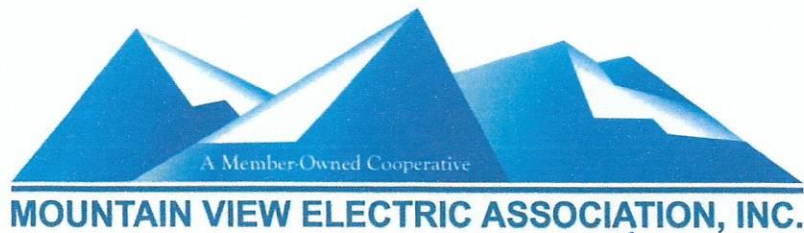
Printed Name: Milton B. Gabrielski

Date: 01/12/2021

Title: President
(if applicable)

Sincerely,

Clint Gross
Designer and Project Management



Your Touchstone Energy® Cooperative 

January 12, 2021

Meridian Service Metro District
Attn: Accounts Payable
11886 Stapleton Dr.
Falcon CO 80831

SUBJECT: 10810 Eastonville Road Well Site #7
Mountain View Electric Association, Inc. (The Association)
Work Order Number: 20-2326

As requested, and based on the preliminary information provided, The Association has completed the initial design for distribution of power to serve 10810 Eastonville Road Well Site #7.

The cost of the distribution system is computed to be \$17,112.00. This cost is contingent upon receipt of properly executed Grants of Right-of-Way from El Paso County. We have received your engineering fee of \$250.00 leaving a balance due of **\$16,862.00**. This estimate is good for ninety (90) days and is based on the current policies of the Association. These policies may be revised, amended, supplemented, or otherwise changed from time to time in accordance with decisions made by Association's Board of Directors.

A copy of the current the Association Extension Policy is available upon your request. A few of the rules and regulations from the policy are:

- A. All costs must be paid prior to the Association scheduling construction of the extension. The costs paid will not bear interest.
- B. If at any time it is determined that the estimated cost is inadequate to complete the construction, additional payment will be required before construction of the line extension proceeds.
- C. You will be eligible for Shared Cost Refunds if, after the costs are paid and before the expiration of the six-year period, other applicants desire service from this extension, the portions of the extension used in common shall be recomputed, prorating the cost of the shared units. The new applicant will pay its prorated share of which a corresponding amount of any of the original deposit still eligible for refund shall be returned to you, provided that you do not receive refunds that reduce the total original costs below \$10,000.00. If the property is sold no further refunds are available to the original applicant.
- D. If the Applicant fails to complete the extension within 18 months from the date of the Association's Cost Letter, the Applicant will forfeit the engineering fee and the Application for the Line Extension will be cancelled.

You will be responsible for the following:

All secondary conduits (Note: The Association is to install two (2) 4" PVC sweeps out of the transformer pad for the consumer secondary conduits to tie onto.), conductors, disconnects, breakers and all other secondary equipment from the secondary spades of the transformer

This Association is an equal opportunity provider and employer.



shall be provided, installed, maintained and will remain the responsibility of the owner/owners. The area of the trenching route must be at final grade prior to the installation of the underground system.

The Association or the Association's contractors will be responsible for the following:
Preparation and installation of a concrete transformer pad and the 3-phase transformer, the primary conductors to be pulled through the Association's installed PVC and the termination of the primary conductors.

It is reasonable for the Association to expect the pre-construction requirements to be completed in a timely manner. If not completed within 90 days from receipt of payment, it will be necessary, at the Association's sole discretion, to either extend the estimate or make a new estimate incorporating the then current terms of the Extension Policy and construction costs.

Information about the subsurface soil conditions along proposed Association routes within this area are unknown. The indicated cost for this electric system is based on a perception that the Association or the Association contractors will not encounter subsurface groundwater, rock, or other unforeseen encumbrances during construction. In the event these conditions are encountered, you will be charged for any added costs.

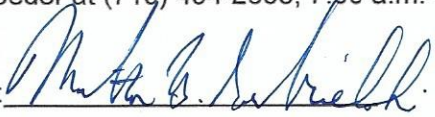
It is the responsibility of the applicant to meet all the requirements of the Inspection Authority, including proper construction of electric lines on the applicant's side of the service delivery point. The Association is permitted to install a meter for a new service only after approval by the proper inspection authority.

Please sign to verify that you understand the contents of this letter. A signed copy must be returned with full payment before it will be processed. An addressed envelope is enclosed for your convenience.

Full payment must be made, and all required easements and permits received, six (6) weeks in advance of any construction. Upon receipt of the signed copy of this letter, **\$16,862.00** for construction costs, all required easements and permits, and when all pre-construction requirements are completed to the Association's satisfaction; the Association will add this project to a construction schedule.

Once released, your job will be constructed as quickly as project backlog and working conditions allow. However, any project may experience delays due to the availability of material.

If you have any questions regarding this project, please feel free to call me at (719) 494-2659. For scheduling information please contact the Operations Department at operations@mvea.coop or call Dan Schroeder at (719) 494-2668, 7:00 a.m. – 5:30 p.m. Monday through Thursday.

Signature: 

Printed Name: _____
Milton B. Gabrielski

Date: 01/13/2021

Title: _____
President (applicable)

Sincerely,

Clint Gross
Designer and Project Management



Ryan Kozlowski
 ryan.k@meridianservice.org
 7194597119
 10301 Angeles Falcon, CO
 80831

INVOICE

Date: 01/01/21, 02:39
Invoice #: 95708
2595 S. Colorado Blvd.
Denver, CO 80222
303-399-1000

Description	Quantity	Unit Price	Cost
TuffStuff Leg Press/Hack Squat (PPD-830)	1	\$ 5899.00	\$ 5899.00
	1	\$ -600.00	\$ -\$600.00
TuffStuff Assisted Chin/Dip Machine (PPS-215)	1	\$ 4199.00	\$ 4199.00
	1	\$ -490.00	\$ -\$490.00
TuffStuff Prone Leg Curl (PPS-233)	1	\$ 3599.00	\$ 3599.00
	1	\$ -484.00	\$ -\$484.00
TuffStuff Seated Row (PPS-207)	1	\$ 3899.00	\$ 3899.00
	1	\$ -500.00	\$ -\$500.00
Cascade Airbike Unlimited	2	\$ 1895.00	\$ 3790.00
	2	\$ -300.00	\$ -\$600.00
Freight	1	\$ 1100.00	\$ 1100.00
	1	\$ -550.00	\$ -\$550.00
Delivery and Install	1	\$ 1100.00	\$ 1100.00
	1	\$ -550.00	\$ -\$550.00
		Subtotal	\$ 19812.00
		Tax 0%	\$ 0.00
		Discount	\$ 3774.00
		Total	\$ 19812.00

Thank you for your business! We look forward to helping you reach your fitness goals. In good health, Chase Rohlfs

1 year exchange for all home gyms & cardio pieces. 1 year additional labor on all True products when installed by our certified technicians. Delivery & installation fees are non-refundable. Home gyms are subject to restocking fees.

www.FitnessGallery.com

Meridian Service Metropolitan District Job Description

Job Title: Water Operations Manager

Reports To: Superintendent of Field Operations

FLSA Status: Exempt

Summary: Responsible for overseeing the water division including administration, water treatment, and water collection facilities by performing the following duties.

Duties and Responsibilities include the following. Other duties may be assigned.

1. Serves as certified operator in responsible charge (ORC) of water supply, treatment, and distribution operations; in accordance with the State of Colorado Department of Public Health and Environment Regulations. *
2. Oversees the operation of the water treatment facility, to include chemical dosing, well water testing, and well level adjustment for start and stop operation. *
3. Purchases chemicals for the treatment process as well as any needed chemicals used in testing of the water whether automatic testing or daily manual tests.*
4. Samples water as required by Colorado Department of Health and Environment.*
5. Tracks pumping rates, volumes and water quality of water wells.*
6. Maintains monthly and annual water volume and usage logs.*
7. Installs and reads water meters as needed.*
8. Reviews and provides input regarding construction plans and observes construction of water facilities. *
9. Prepares and manages water preliminary budgets.*
10. Inspects and maintains storage reservoirs and tanks.*
11. Inspects and maintains system wide valves.*
12. Inspects and maintains fire hydrants including flushing of lines to prevent stagnant water.*
13. Inspects new home water and sewer systems installation.*
14. Inspects residential water and sewer lines as requested.*
15. Operates and maintains pump station.*
16. Operates and maintains system wide PTV control vaults.*
17. Operates and maintains water infiltration systems, including monthly monitoring and seasonal influx with increased monitoring.

18. Approves and assigns account codes to monthly invoices. *

19. Performs other related duties as assigned.

Supervisory Responsibilities:

Manages employees in the water division. Is responsible for the overall direction, coordination, and evaluation of these units. Carries out supervisory responsibilities in accordance with the organization's policies and applicable laws. Responsibilities include interviewing, hiring, and training employees; planning, assigning, and directing work; appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems.

Qualifications:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Language Ability:

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of organization.

Math Ability:

Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area, circumference, and volume. Ability to apply concepts of basic algebra and geometry.

Reasoning Ability:

Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

Computer Skills:

To perform this job successfully, an individual should have knowledge of Microsoft Word, Microsoft Excel, Microsoft Outlook, and SCADA Systems.

Education/Experience:

High school diploma or general education degree (GED); and four to six years related experience and/or training; or equivalent combination of education and experience.

Certificates and Licenses:

- Class C Water Treatment Certificate Required – State of Colorado*
- Class 2 Water Distribution Certificate Required – State of Colorado*
- Class 2 Wastewater Collection Certificate Desirable – State of Colorado
- Or as otherwise required to maintain status as Operator in Responsible Charge of water system operations in compliance with State of Colorado regulations

Equipment:

- Water treatment equipment and controls
- Pumps
- Electrical motors
- Light equipment like back hoes and skip loaders and medium duty utility tractor
- Water wells
- Water meters
- SCADA
- Sewage lift station and related appurtenances
- Commercial service trucks including sewer vacuum trucks and utility trucks with lift cranes

Knowledge, Skills and Other Abilities:

- Proficient ability in reading SCADA data
- Ability to analyze and process the SCADA data for management of quantity as well as quality of the water
- Significant working knowledge of water and wastewater facilities and operations
- Understands Colorado water and waste water laws
- Demonstrates skill in successful multi-disciplinary project management
- Understands a wide variety of environmental issues, programs and regulations
- Innovative and diplomatic managerial approach to problem-solving and team-building
- Oral, written, and interpersonal communication skills
- Ability to communicate in a positive and friendly manner with coworkers and general public
- Understanding and commitment to ensuring regulatory compliance of all district facilities
- Organizational skills
- Planning skills
- Ability to be professional
- Time management skills
- Budget analysis skills
- Business analysis skills
- Market analysis skills
- Risk analysis skills
- Computer literacy
- Keyboard skills

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand, walk, sit, use hands, reach with hands or arms, talk or hear and taste or smell. The employee is occasionally required to climb or balance and stoop kneel crouch or crawl. The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include the ability to see color.

Work Environment:

The work environment characteristics described here are representative of those an employee

encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently exposed to wet or humid conditions, work near moving or mechanical parts, fumes or airborne particles, toxic or caustic chemicals, and outdoor weather conditions. The employee is occasionally exposed to work in high pre carious places and risk of electrical shock.

The noise level in the work environment is usually loud.

Driver's License

Possess, or obtain upon hire, and maintain a valid Colorado Class B commercial driver's license with appropriate endorsements to operate District utility maintenance trucks. *

SECTION 00680

CHANGE ORDER

Project: Meridian Service Metropolitan District
Phase I Sewer Bypass

Date of Issuance: December 15, 2020

Owner: Meridian Service Metro District
Address: 11886 Stapleton Drive
Peyton, CO 80831

Change Order No.: 1

Contractor: Premier Earthworks & Infrastructure, Inc.

Engineer: JDS-Hydro Consultants, Inc.

You are directed to make the following changes in the Contract Documents:

Description:

Addition of rock bedding below 12-inch and 15-inch gravity sewer pipe.

Purpose of Change Order:

It was the desire of the District to add rock bedding (that wasn't originally designed) below the 12-inch and 15-inch gravity sewer lines due to flatter slopes in the line.

Attachments (List Documents Supporting Change): none

CHANGE IN CONTRACT PRICE: \$ 128,418.36
CHANGE IN CONTRACT TIME: 0 (days or date)

Original Contract Price: \$ 679,309.00
Original Contract Time: 12/18/20 (SC), 5/28/21 (FC) (days or date)

Previous Change Orders:
No. N/A to No. N/A

Net Change from Previous Change Orders:
\$ 0.00
0 (days or date)

Contract Price Prior to this Change Order:
\$ 679,309.00
Contract Time Prior to this Change Order:
12/18/20 (SC), 5/28/21 (FC) (days or date)

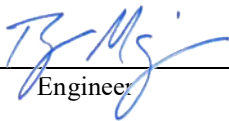
Net Increase of this Change Order:
\$ 128,418.36
Net Increase of the Change Order:
0 (days)

Net Decrease of this Change Order:
\$ 0.00
Net Decrease of the Change Order:
0 (days)

Net Change of this Change Order:
\$ 128,418.36
Net Change of this Change Order:
0 (days)

Contract Price with all approved Change Orders:
\$ 807,727.36
Contract Time with all approved Change Orders:
12/18/20 (SC), 5/28/21 (FC) (days or date)

RECOMMENDED:

By: 
Engineer

APPROVED:

By: _____
Owner

APPROVED:

By: _____
Contractor

END OF SECTION

SECTION 00680

CHANGE ORDER

Project: Meridian Service Metropolitan District

Date of Issuance: 1/21/2021

Well Site #6 Site Improvements

Owner: 11886 Stapleton Drive
Address: Peyton, CO 80831

Change Order No.: 02

Contractor: Native Sun Construction

Engineer: JDS-Hydro Consultants, Inc.

You are directed to make the following changes in the Contract Documents:

Description:

This Change Order is a reduction in the contract price and extension of completion dates.

Purpose of Change Order:

This Change Order serves to balance the contract amount by a reduction in contract price and extension of completion dates.

Attachments (List Documents Supporting Change): N/A

CHANGE IN CONTRACT PRICE: \$ -11,990.24
CHANGE IN CONTRACT TIME: 0 (days or date)

Original Contract Price: \$ 207,164.87
Original Contract Time: Substantial Completion: July 26, 2020 (60 days from NTP) (days or date)
Final Completion: August 16, 2020 (81 days from NTP) (days or date)

Previous Change Orders:
No. 1 to No. 1

Net Change from Previous Change Orders:
\$ -1,148.38
2 (days or date)

Contract Price Prior to this Change Order:
\$206,016.49

Contract Time Prior to this Change Order:
Substantial Completion: July 28, 2020 (62 days from NTP) (days or date)
Final Completion: August 18, 2020 (83 days from NTP) (days or date)

Net Increase of this Change Order:

\$ 0

Net Increase of the Change Order:

Substantial Completion: August 12, 2020 (77 days from NTP) (days or date)

Final Completion: November 9, 2020 (166 days from NTP) (days or date)

Net Decrease of this Change Order:

\$ 11,990.24

Net Decrease of the Change Order:

0 (days)

Net Change of this Change Order:

\$ -11,990.24

Net Change of this Change Order:

0 (days)

Contract Price with all approved Change Orders:

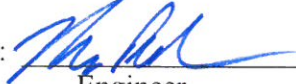
\$ 194,026.25

Contract Time with all approved Change Orders:

Substantial Completion: August 12, 2020 (77 days from NTP) (days or date)

Final Completion: November 9, 2020 (166 days from NTP) (days or date)

RECOMMENDED:

by: 
Engineer

APPROVED:

by: _____
Owner

APPROVED:

by: 
Contractor

END OF SECTION