



MERIDIAN SERVICE METROPOLITAN DISTRICT

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

April 9, 2021

Dear Meridian Ranch Builders,


On April 7, 2021 the Meridian Service Metropolitan District (MSMD) Board of Directors approved Resolution 2021-01. This Resolution states that effective immediately, Tap Fees will no longer be due at the time of the lot closing. Going forward, MSMD has established a new method for the collection of and process for handling all tap and meter set fees. All forms that will need to be completed are available on our website, www.meridianranchmetro.org.

- Tap Fees and Meter Set fees will be paid directly to MSMD. Payments will need to be paid via Wire or ACH Transfer or if arranged in advance, they can be paid in person using certified funds at the local office at 11886 Stapleton Drive, Peyton, CO 80831.
- Please complete the Tap Request Form and email to AR@meridianservice.org at least 2 business days in advance of your need for a Tap Fee Receipt. Please include a copy of the settlement statement for the lot you are planning on purchasing a tap for.
- Upon receipt of Tap Request Form and the settlement statement, the total due & payable to MSMD, along with the Wire/ACH instructions will be sent to the requestor.
 - Please send a verification of funds paid to AR@MeridianService.org.
 - Once the funds are verified as received, MSMD will issue the Tap Fee Receipt.
- Once issued, the Tap Fee Receipt is valid for the specific property address for which the Tap fee was paid. Tap Fees are not transferable and will remain linked to the property address.
 - MSMD will email a copy of the Tap Fee Receipt to the builder and mail the original copy. If prior arrangements are made, the receipt can be picked up at the local office.
 - All Tap Fees paid have an “Activation Period” of 1 year from the date tap is purchased through the meter set day.
- When the property is ready to have the meter set, complete the Request for Meter Set form, and email to AR@meridianservice.org a minimum of 2 business days prior to the desired set date.
 - MSMD will verify that the tap receipt date is still within the “Activation Period”. A meter set work order requests will be submitted, and MSMD staff will contact the builder with an installation appointment time.
 - If the tap fee receipt is outside the 1 year “Activation Period”, the difference between the tap fee originally paid and the tap fee rate on the current MSMD Fee Schedule will be payable to MSMD before the request for meter set will be honored.
 - Once the meter is set, the tap is activated, and services for billing will be established.
- Builders are limited to having 10 taps in the “Activation Period” at any one time.

With these changes, Meridian Service Metro District is able to partner with the Meridian Ranch Builders to work side by side in meeting the needs and challenges of our community together, and to be able to provide your clients, and our future customers, the opportunity to see the full potential of Meridian Ranch come to fruition. We look forward to working together with you in this new endeavor.

Should you have any questions pertaining to this process, please feel free to contact the MSMD office at 719-495-6567.

Sincerely,

A handwritten signature in black ink, appearing to read 'J. Nikkel', written in a cursive style.

Jim Nikkel
General Manager