

# RECORD OF PROCEEDINGS

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

**Held:** January 4, 2023, 10:30 a.m., or as soon thereafter as possible upon adjournment of the MSMD meeting 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  
Mike Fenton, Asst. Secretary/Treasurer  
Tom Sauer, Asst. Secretary/Treasurer

The following Directors were absent and excused:

Bill Gessner, Secretary/Treasurer

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  
Ryan Kozlowski; Meridian Service Metro District  
Aleks Myszkowski; Meridian Service Metro District  
Ron Fano; Spencer Fane  
Tom Kerby; Tech Builders  
Henry Taylor; Resident  
Judy Taylor; Resident

**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 10:30 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.

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**Approve Minutes** The Board reviewed the December 7, 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 November 30, 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 2022 Tap Fee Report: Ms. Coe reviewed the December Tap Fee Report with the Board for information only.

Receive Finance Committee Report: Ms. Coe noted the Finance Committee met on December 20, 2022 and gave a summary of the Finance Committee Report on page 23 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 represented by check numbers:

Interim: Payments for ratification totaling \$739,217.01

MSMD: Payments totaling \$169,457.76

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

Discussion on Amending 2022 Budget: Ms. Coe reviewed the 2022 amended budget to be presented at the February 8, 2023 board meeting.

## **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 29 and 30 of the Board Packet. Mr. McCrory also noted:
  - One new water and sewer inspection was completed.
  - Working to resolve leaking curb stops.
  - There were some replumbing issues while I was on vacation, but staff resolved the matter with no problems.
- Mr. Kozlowski presented the Recreation Center Report to the Board which included information from page 31 of the Board Packet. Mr. Kozlowski also noted:

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- Working with Art C. Klein Construction on the locker room remodel.
- The gym will be closed for four or five days while we refinish the floors.
- We will need to patch a tear in the pool cover that was caused due to the large snowfall. We are choosing to patch it because to replace it would be too expensive.

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

- We've had our first progress meeting on the Filter Plant project.
- The construction schedule is under review and when it is finalized it will be given to the Board.
- The relining of the water tank is slow moving due to labor shortages and the recent weather.
- JDS is working on the design of the sewer bypass project. This project will go out to bid in the spring.

### Action Items:

1. Consider and Approve Agreement with Brightview for Landscape Maintenance: A motion was made and seconded to approve the agreement with Brightview for landscape maintenance. The motion was approved by unanimous vote of Directors present.

### **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(4)(f) regarding personnel issues related to General Manager annual performance review, salary, and benefits. The General Manager was advised that he had the right to have the discussion take place in open session. Such right was waived by the General Manager.

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

In open session, the following motion was made, seconded, and approved by unanimous vote of the directors present to:

Award District General Manager Nikkel a 5 percent cost of living and merit salary increase for 2023 and an \$8,000 bonus based on performance in 2022.

### **Adjournment**

There being no further business to come before the Board, the President adjourned the meeting at 11:41 a.m.

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The next regular meeting of the Board is scheduled for February 8, 2023 at 10:30 a.m. or as soon thereafter as possible upon adjournment of the MRMD meeting, at the Meridian Ranch Recreation Center, 10301 Angeles Road, Peyton, Colorado 80831.

Respectfully submitted,

  
Secretary for the Meeting