

# RECORD OF PROCEEDINGS

---

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

**Held:** October 8, 2025, 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  
Tom Sauer, Treasurer  
Wayne Reorda, Asst. Secretary

Also present were:

Jennette Coe; Meridian Service Metro District  
Carrie Billingsly; Meridian Service Metro District  
Roberta Bolton; Meridian Service Metro District (via audio conference)  
Beth Aldrich; Meridian Service Metro District  
Amy Emerson; Meridian Service Metro District  
Clayton Peterson; Meridian Service Metro District  
Ryan Kozlowski; Meridian Service Metro District  
Aleks Myszkowski; Meridian Service Metro District  
Ron Fano; Spencer Fane  
Raul Guzman; Tech Builders (via audio conference)  
Cal Graham; Tech Builders (via audio conference)  
Alison Sands; Resident  
Janet McMonigal; MRMD Director  
Erik Dominguez; DRC 1  
Paul Broussard; Resident

**Call to Order** A quorum of the Board was present, and the Directors confirmed their qualifications to serve. The meeting was called to order at 10:00 a.m.

**Disclosure Matter** Mr. Fano noted that written disclosures of the interest 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 move item V.A. to follow approval of Agenda. The motion was seconded and approved by unanimous vote of Directors present.

**Director Item** Introductory Conversation with Potentially Interested Parties to Fill Board Vacancy: Alison Sands and Paul Broussard introduced themselves and provided an overview of their backgrounds, work experience, and qualifications to serve on the Meridian Service Board. They also responded to questions posed by the Directors.

# RECORD OF PROCEEDINGS

---

**Visitor Comments** Ms. McMonigal informed the Board that Director Paul from the Ranch Board has resigned and that the Ranch Board is awaiting an official written resignation. She also provided an update on a two-page informational handout outlining “Who Does What” in the community, which she has been developing in collaboration with Warren Management and MSMD staff. Additionally, she discussed plans to reinstate bimonthly community meetings that would include representatives from the MRMD Board, MSMD Board, MSMD staff, DRC 1 and 2, the HOA and Warren Management, and requested that one of the Directors participate. After discussion, the Board agreed that Director Reorda would serve as the participant. Ms. McMonigal also requested that Parks and Grounds address the flower beds at Rex and San Luis Peak Way.

**Approve Minutes** The Board reviewed the September 3, 2025, Board Minutes and a motion was made, and seconded to approve the minutes. The motion was approved by unanimous vote of Directors present.

The Board reviewed the September 25, 2025, Board Minutes and a motion was made, and seconded to approve the minutes. The motion was approved by unanimous vote of Directors present.

**Financial Items** Cash Position Summary and Financial Statements: Ms. Billingsly reviewed the cash position summary and monthly financial reports for August 2025. 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 2025 Tap Fee Report: Ms. Billingsly reviewed the September 2025 Tap Fee Report with the Board for information only.

Receive Finance Committee Report: Ms. Billingsly noted that the Finance Committee met on September 19, 2025, and gave a summary of the Finance Committee Report on page 9 of the packet. The September interim payments were reviewed and approved for payment by Director Gabrielski and Director Sauer.

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

Ratify: Interim Payments totaling \$397,520.00

Approval: Current Payments totaling \$1,281,959.77

A motion was made and seconded to ratify and 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. Peterson presented the water, sewer, and drainage operation reports which included information from page 12 of the Board Packet.

## RECORD OF PROCEEDINGS

---

- Mr. Myszkowski presented the parks and grounds report which included information from Page 13 of the Board Packet.
- Mr. Kozlowski presented the Recreation Center Report to the Board which included information from pages 14 and 15 of the Board Packet.

MSMD Capital Project Reports – Fieldhouse: Mr. Kozlowski presented the Fieldhouse update which included information on page 16 of the Board Packet.

MSMD Construction Committee Report: Mr. Kozlowski presented the Construction Committee report, referencing information on page 17 of the Board Packet. He also provided the Board with a current layout of the Site Development Plan (SDP). After a brief discussion, the Board agreed that everything on the SDP appeared satisfactory.

Managers Verbal Report: Ms. Coe provided a status report on the following matters:

- We have been talking with Moore Engineering to determine what service they can provide to get a Capital project Plan in place.
- Hoping to have a draft agreement for the Guthrie Water Rights Purchase soon and get that to GTL for review and approval. The goal is to have this completed by the end of 2025.
- Working with Cherokee Metro District on the Replacement Plan. We have received a final term sheet and will be sending it to Cherokee for them to review and start negotiations on the details of the new IGA.
- The county is planning to expand Eastonville and is looking to purchase land at the corner of Eastonville and Stapleton to install a roundabout. We have given them permission to stake the area and do an appraisal. We will also be seeking our own appraisal for which the cost will be refunded to us by the county.
- The company picnic was held on September 6th. Attendance was lower than expected, but increased participation is anticipated next year. Plans are being considered to host the event at Stonebridge Lodge next year.
- The office staff will be attending a self-defense class on Friday the 10<sup>th</sup>.
- An offer for the Water and Wastewater Superintendent position has been extended and accepted. The new Superintendent will begin on the 20th of this month. Mr. Peterson was commended for his outstanding performance while serving in the role on an interim basis.
- The Ranch Board requested that one or two representatives attend the November 3rd Ranch meeting to hear a presentation from Zach Bishop and his team at Piper Sandler regarding options and rates for refinancing the MRMD debt. The Directors confirmed that a representative will be in attendance. The Board also consulted with counsel to confirm that attendance by more than three Board members would be permissible. Counsel assured the Board that it would be acceptable as long as no more than 2 directors engage in discussion of MSMD business.

## RECORD OF PROCEEDINGS

---

Discussion and Approval of Plans for the 20<sup>th</sup> Annual Meridian Ranch Fireworks: After discussion, the Board agreed to move forward with plans to hold the event on July 4th. Mr. Kozlowski will contact the company previously used to confirm availability and obtain updated pricing. The developer offered to cover any additional costs for the fireworks incurred due to the increased expense of holding the event on the 4th. The location for vendor setup is yet to be determined.

Ratify Agreement for Construction Services with Frazee for Site Improvement Work at Latigo 2 for \$50,838.: A motion was made and seconded to approve the agreement. The motion was approved by unanimous vote of Directors present.

Ratify Agreement for Construction Services with Frazee for Site Improvement Work at Latigo 3 for \$13,978.: A motion was made and seconded to approve the agreement. The motion was approved by unanimous vote of Directors present.

Approve Renewal for 2026 Employee Insurance Plans with CEBT and Authorize GM to Sign Online Approval Documents by October 10, 2025: A motion was made and seconded to approve the renewal and authorization. The motion was approved by unanimous vote of Directors present.

Consider and Approve to Request a Proposal from LKA for Design Services for the Maintenance Shop and Covered Parking: The Board President explained that, in order to be conscientious of residents, it was in the District's best interest to seek competitive bids. Staff and the District Engineer discussed the timing and the need for parallel progress between the Site Development Plan (SDP) and design work, noting that this item pertains to design only, not construction. The Board President was asked to clarify whether a design/build approach was being considered, and he confirmed it was not. Following discussion, the Board directed the General Manager to issue an RFP to obtain additional proposals for the design of the Maintenance Shop and covered parking.

### Developer Items

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

- In the Sanctuary the landscape contractor is working to complete the District and Developer punch list to turn over the landscaping to the district. Builders are still getting their model and sales teams up and running. We are working with two other builders to possibly build homes on the east side of the Sanctuary.
- In Rolling Hills Ranch North filing 1 the underground is complete. The eastern half of the filing will be paved and sidewalk pedestrian ramps installed this year. We have shut down the western half. We do not think we can pave this year and do not want to have the CTS exposed all winter.
- In Rolling Hill Ranch North filing 2 Frazee will continue installing water, sewer, and storm infrastructure.

## RECORD OF PROCEEDINGS

---

- Approval from the Meridian Service District was received to upgrade and improve the entry signage on both sides of Rex at Meridian. We are working with Elite Deck and Fence on the project.
- Plans are being reviewed by Pikes Peak Regional Building for the Circle K at the Shops. Hoping for construction to begin this year.

### Legal Items

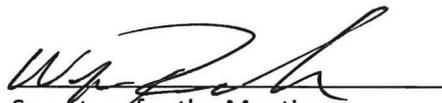
Executive Session Pursuant to C.R.S. 24-6-402-4(b) to Received Legal Advice Regarding Potential Merger/Consolidation of MSMD/MRMD: Director Gabrielski queried his fellow Board members and Mr. Fano about the need for the posted executive session to confer with the District's attorney regarding specific advice on specific legal questions relating to the Ranch's relationship to the Service District and possible severance therefrom. No Board members nor their attorney indicated a need to enter into executive session. There was no motion to do so.

### Adjournment

There being no further business to come before the Board, the President adjourned the meeting at 12:28 p.m.

The next regular meeting of the Board is scheduled for November 5, 2025, at 10:00 a.m. at the Meridian Ranch Recreation Center, 10301 Angeles Road, Peyton, Colorado 80831.

Respectfully submitted,

  
Secretary for the Meeting