

# RECORD OF PROCEEDINGS

---

## MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE APPLEWOOD SANITATION DISTRICT

Held: Wednesday, September 14, 2022 at 7:00 p.m. at 4885 Ward Road, Suite 100, Wheat Ridge, Colorado, 80033 and remotely via Zoom.

**Attendance**                      The regular meeting of the Board of Directors of the Applewood Sanitation District was called and held as shown above and in accordance with the statutes of the State of Colorado. The following Directors were in attendance:

Briana Gerou, President  
Chuck Thompson, Treasurer  
Scott Epstein, Secretary  
Barbara Panian, Director

Absence Excused: Kevin Schmidt, Director

Also present: James Landry, Engineer, RG & Associates, LLC; Joan Fritsche, Esq., Fritsche Law LLC; Michael Bakarich, CPA, Morain Bakarich; Griffin McRight, Recording Secretary; and Christine McRight, Evergreen Development.

**Call to Order**                      Chairman Gerou noted that a quorum of the Board was present, verified that notice of the meeting was posted on the District's website and that the Directors had confirmed their qualification to serve, and therefore called the meeting of the Board of Directors of the Applewood Sanitation District to order.

**Public Comment**                      None.

**Meeting Minutes**                      The Minutes of the regular meeting of the Board of Directors held on Wednesday, August 10, 2022 were reviewed by the Board. Upon a Motion duly made by Chairman Gerou, seconded by Director Thompson, and unanimously carried, the Minutes of the meeting were approved.

**Attorney's Report:**  
Joan M. Fritsche, Esq.                      Ms. Fritsche reviewed the Attorney's Report with the Board including a review of the 2023 budget process. A public hearing on the proposed budget will be held on November 9, 2022, and the 2023 budget and mill levy certification must be approved before December 15, 2022. The final budget must be filed with the state by January 31, 2023. Ms. Fritsche addressed the status of delinquent accounts, property liens and tax liens. Mr. Bakarich noted two

accounts paid after the stated cut off date. The Board determined not to waive the property lien fees. The statutory public hearing on delinquent accounts prior to certification to the Jefferson County Treasurer will be held at the October Board meeting. Ms. Fritsche reviewed the legislative update included in the Board packet.

Engineer's Report:  
James Landry, P.E.

Mr. Landry reviewed the Engineer's Report and presented his initial 2023 engineering budget to the Board for discussion.

A discussion followed concerning engineering consulting services being provided to Rolling Hills Golf Club. The Board directed Ms. Fritsche to provide RG & Associates with a consulting contract for use with Rolling Hills going forward.

Financial Report:  
Michael Bakarich, CPA

Mr. Bakarich reviewed the District's Financial Reports for the month of August, 2022, including a Financial Summary Memorandum, Income Expense Summary/Budget Report, YTD Budget vs. Actual Report, Summary of Funds, Balance Sheet, and Bank Account Balance Report. Mr. Bakarich requested feedback from the Board regarding the Financial Reports presented.

Upon a Motion duly made by Chairman Gerou, seconded by Director Thompson, and unanimously carried, the Board accepted the Financial Reports for the month of August, 2022.

Recording Secretary

Upon a Motion duly made by Director Epstein, seconded by Chairman Gerou, and unanimously carried, the Board approved engaging Griffin McRight as Recording Secretary for the District.

New Business:

The process of reviewing and approving the 2023 Rates, Fees and Charges Schedule was discussed. Ms. Fritsche's office will prepare the statutory notice for posting on the District's website more than 30 days prior to the November Board meeting.

Treasurer's Report

Director Thompson presented the Treasurer's Report. The Check Register for the month of August, 2022 was reviewed and presented for approval in the amount of \$125,262,91. Upon a Motion duly made by Chairman Gerou, seconded by Director Epstein, and unanimously carried, the Check Register was approved.

Adjourn

There being no further business to come before the Board, the meeting was adjourned at 9:00 PM.

*Griffin A McRight*  
Griffin A McRight (Oct 20, 2022 17:57 MDT)

---

Secretary for the Meeting







# 2022-09 ASD Meeting Minutes

Final Audit Report

2022-10-20

Created:	2022-10-20
By:	Mandi Kirk (mandi@fritschelaw.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAA32PbYKvj19XBHHxTguxYUWR0yb-izEQ6

## "2022-09 ASD Meeting Minutes" History

-  Document created by Mandi Kirk (mandi@fritschelaw.com)  
2022-10-20 - 6:47:52 PM GMT
-  Document emailed to griffin.mcright@gmail.com for signature  
2022-10-20 - 6:48:16 PM GMT
-  Email viewed by griffin.mcright@gmail.com  
2022-10-20 - 11:07:07 PM GMT
-  Signer griffin.mcright@gmail.com entered name at signing as Griffin A McRight  
2022-10-20 - 11:07:26 PM GMT
-  Document e-signed by Griffin A McRight (griffin.mcright@gmail.com)  
Signature Date: 2022-10-20 - 11:07:28 PM GMT - Time Source: server
-  Agreement completed.  
2022-10-20 - 11:07:28 PM GMT