

RECORD OF PROCEEDINGS

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

Held: Wednesday, November 8, 2023 at 6:00 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
Garrett “Cody” Berg, Treasurer
Kevin Schmidt, Secretary
Barbara Panian, Assistant Secretary

Also present: James Landry, Engineer, RG & Associates, LLC; Joan Fritsche, Esq., Fritsche Law LLC; Michael Bakarich, CPA, Morain Bakarich; and David Holst, resident.

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, October 11, 2023 were reviewed by the Board. Upon a Motion duly made by Director Panian, seconded by Director Schmidt, and unanimously carried, the Minutes of the meeting were approved.

3161 Kendrick Street David Holst, owner of 3161 Kendrick Street, introduced himself to the Board and discussed the history of the property’s sanitary sewer service line, which was capped. Mr. Landry has provided the Board with District records and a report of the service line history. Mr. Holst renewed his request for compensation from the District for the cost of installing a new sanitary sewer service line.

*Mr. Holst left the meeting at this time.

A Board discussion followed.

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Engineer's Report: James Landry, P.E.	Mr. Landry reviewed the Engineer's Report with the Board. Mr. Landry discussed the 2023 System Status Report and the Summer Flow and Loading Report.
Attorney's Report: Joan M. Fritsche, Esq.	<p>Ms. Fritsche updated the Board on the status of the IGA for the proposed Prospect Park Recreation District's regional trail through Clear Creek Crossing, which overlaps the District's main in certain areas and provides access to District manholes and requested Board authorization for President Gerou to execute the final Agreement with exhibits. Upon a Motion duly made by Director Panian, seconded by Director Schmidt, and unanimously carried, the Board authorized President Gerou to execute the IGA, to be ratified by the Board.</p> <p>Ms. Fritsche also updated the Board on the final certification of delinquent accounts to the Jefferson County Treasurer. A total of 11 accounts were certified to the County for collection with property taxes in 2024.</p>
Financial Report: Michael Bakarich, CPA	Mr. Bakarich reviewed the District's Financial Reports for the month of October, 2023. Upon a Motion duly made by Director Panian, seconded by Director Schmidt, and unanimously carried, the Board accepted the Financial Reports and approved the payment of claims in the amount of \$48,214.57.
Resolution to Set 2024 Rates, Fees and Charges Schedule	After discussion, upon a Motion duly made by Director Panian, seconded by Director Schmidt, and unanimously carried, the Board approved a Resolution Setting Fees and Charges for 2024, subject to final revisions to the 2024 Fees and Charges Schedule.
Public Hearing 2024 Budget	Ms. Fritsche reported that the meeting had been published in <i>Jeffco Transcript</i> as the District's public hearing on its 2024 budget. Mr. Bakarich reviewed the current and proposed budget with the Board. Chairman Gerou opened the public hearing. There being no members of the public wishing to comment, Chairman Gerou closed the hearing. Upon motion made by Director Panian, seconded by Director Schmidt, and unanimously carried, the Board adopted the District's 2024 budget, appropriated funds by fund, and certified an operations mill levy for collection in 2024, subject to receipt of the District's final certified value from Jefferson County.
Customer Billing Systems	Discussion of this item was tabled to a later meeting.
Board Vacancy	Discussion of this item was tabled to a later meeting.
District Website	The Board approved a committee of Chairman Gerou, Director Schmidt and Mandi Kirk to review options for a new District website.

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Adjourn

There being no further business to come before the Board, upon motion made by Director Panian, seconded by Director Schmidt, and unanimously carried, the meeting was adjourned at 8:45 PM.


Kevin Schmidt (Jan 18, 2024 05:49 MST)

Board Secretary







2023-11-08 ASD Meeting Minutes

Final Audit Report

2024-01-18

Created:	2024-01-17
By:	Mandi Kirk (mandi@fritschelaw.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAAnFDyIKMNRmbVlbdC7_VSbDga0fT4RHQK

"2023-11-08 ASD Meeting Minutes" History

-  Document created by Mandi Kirk (mandi@fritschelaw.com)
2024-01-17 - 6:18:32 PM GMT
-  Document emailed to kevinschmidt@yahoo.com for signature
2024-01-17 - 6:18:49 PM GMT
-  Email viewed by kevinschmidt@yahoo.com
2024-01-18 - 4:30:39 AM GMT
-  Signer kevinschmidt@yahoo.com entered name at signing as Kevin Schmidt
2024-01-18 - 12:40:19 PM GMT
-  Document e-signed by Kevin Schmidt (kevinschmidt@yahoo.com)
Signature Date: 2024-01-18 - 12:40:21 PM GMT - Time Source: server
-  Agreement completed.
2024-01-18 - 12:40:21 PM GMT