

RECORD OF PROCEEDINGS

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

Held: Wednesday, September 11, 2024 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*
Jason Miner, Director

*Left meeting where indicated.

Also present: James Landry, Engineer, RG & Associates, LLC (“RG”); Joan Fritsche, Esq., Fritsche Law LLC; Michael Bakarich, CPA, Morain Bakarich; Jessica Raths, Recording Secretary.

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.

Approve Agenda The September 11, 2024, Agenda was reviewed by the Board. Upon a Motion duly made by Director Panian, seconded by Director Miner and unanimously carried; the September 11 Agenda was approved.

Public Comment None.

Meeting Minutes The Minutes of the regular meeting of the Board of Directors held on Wednesday, August 14, 2024 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.

Attorney’s Report: Ms. Fritsche reviewed the Applewood Sanitation District Amended and Restated Rules and Regulations with the Directors. A Motion duly made by Director Miner, seconded by Director Panian and
Joan M. Fritsche, Esq.

unanimously carried; the Amended and Restated Rules and Regulations were approved. The information will be uploaded onto the District's website.

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

Mr. Landry reviewed the Engineer's Report. President Gerou asked Mr. Landry to add columns with categories to the Phone log. The information will be collected and reported at future meetings.

Mr. Landry also provided an update for the 2024 Capital Improvement Project. Construction continues to be overbudget due to working at night and for additional cave ins along Alkire. The Directors debated the change orders and contractor responsibility based on methods selected for the excavation. At the end of the debate, the Directors agreed to resume the discussion once the second Change order is received. The second Change Order will be reviewed by Mr. Landry and presented to the Board of Directors for consideration at the October Regular Meeting. For future Capital Projects, Mr. Landry will include a contingency.

President Gerou asked Mr. Landry for recommendation to allow the contractor to continue to the next phase of the contract on September 20th, point repairs. Mr. Landry said there have been no issues and recommends continuing the Project.

A Motion made by Director Minor and Seconded by Director Schmidt, and unanimously carried, the Board approved the Pay Application # 2 from Colorado Civil Infrastructure in the amount of \$404,501.44 and Change Order #1 in the amount of \$20,790.99.

Mr. Landry received an email from a District resident and reviewed the information with the Directors. In 2018 Lucky Dog Contracting was contracted by the District to perform capital improvements. As part of that contract, they replaced a manhole which included improvements to 3096 Flora Lanes' sanitary sewer service. The owner has provided a video that shows a connection coupling failed. The original work by Lucky Dog is out of warranty and the estimate for repair is \$10,000 - \$12,000. RG recommend the repair be made immediately before a potential backup occurs. Lucky Dog was contacted and are willing to repair the service line for \$7,000, final numbers are still to be provided. The Board of Directors advised Mr. Landry to proceed with Lucky Dog and the repairs and requested a drainlayer's license in the District, proof of insurance and bond, warranty, and an agreement with the resident to assume responsibility for any future repairs.

*Director Panian left the meeting at 6:57 PM.

Mr. Landry reviewed the District Systems Status Report by presenting an overall map of the District sanitation lines and the investigative research conducted annually to determine the health of the lines and which lines need to be replaced. This information and data from past years was used to determine the annual engineering and maintenance budget for 2025. The Directors asked Mr. Landry to provide a summary of the information for the District website.

Mr. Landry asked the Directors for permission to submit a budget to work on the 2025 Design during the final months of 2024. Having the 2025 Design completed before January 1st will position the District for early bids in 2025. Director Gerou advised Mr. Landry to submit a budget at the next regular meeting and the Board will consider an amendment to approve the budget.

Financial Report:
Michael Bakarich, CPA

Cash and equivalents are at \$5,005,050.62, with interest at 5.402%. \$176,022.84 has been collected in interest to date.

Upon a Motion duly made by Director Schmidt seconded by Director Miner, and unanimously carried, the Board accepted the Financial Reports, as presented, and approved the Payment of Claims in the amount of \$524,257.61.

Metro Water Update

Director Berg reported to the Board regarding Metro Water's independent rate study. No new information to report.

Old Business Items

Nothing to report.

New Business Items
Review September
Communication

The Board reviewed a draft communication to send to Applewood District residents providing updates for 2025 fees and payment schedule.

Future Business

Present 2025 draft District Budget.

Adjourn

There being no further business to come before the Board, upon Motion made by Director Gerou, seconded by Director Panian, and unanimously carried, the meeting was adjourned at 8:28 p.m.



[Kevin Schmidt \(Dec 9, 2024 16:06 MST\)](#)

Secretary for the Meeting






2024-09-11 ASD Meeting Minutes final

Final Audit Report

2024-12-09

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