

RECORD OF PROCEEDINGS

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

Held: Wednesday, April 12, 2025 at Intermountain Health/Lutheran Hospital: 12911 W 40th Avenue, Wheat Ridge, CO 80401 - Rooms 3 and 4 in the Education Center and remotely via Zoom.

Attendance The special 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
Cody Berg, Treasurer
Barbara Panian, Assistant Secretary
Jason Miner, Director
Kevin Schmidt, Secretary

Also present: James Landry, Engineer, RG & Associates, LLC;
Joan Fritsche, Esq., Fritsche Law LLC; Michael Bakarich, CPA,
Morain Bakarich; Jessica Rath, 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 meeting agenda was reviewed by the Board. Upon a motion duly made by Director Panian, seconded by Director Schmidt and unanimously carried; the meeting agenda was approved.

Public Comment Jerry McFarland, Facilities Director for Intermountain Health, described the new hospital facility.

Meeting Minutes The Minutes of the regular meeting of the Board of Directors held on Wednesday, March 12, 2025 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 process for submission and review of
Joan M. Fritsche, Esq. Sewer Easement Vacations for Clear Creek Crossing replats.

Upon a Motion duly made by Director Panian, seconded by Director Miner and unanimously approved, the Easement Vacation – Lot 4, Block 4, Clear Creek Crossing Block 4 Replat C was approved by Quit Claim Deed.

Ms. Fritsche provided an update on the upcoming election. Ballot packets will be mailed to 2,626 registered voters in the Applewood Sanitation District between April 14 and April 21, 2025 at a cost of \$2.75 per ballot packet, plus postage.

On Monday April 14, 2025, a ballot box will be delivered at RG & Associates for drop-off ballots. Dustin Stanton will serve as a Receiving Judge and maintain a logbook for ballots dropped off at RG & Associates between April 14 and May 6, 2025, Election Day. Ballots will be counted at the Fritsche Law office by Election Judges.

Completed candidate questionnaires were posted on the District's website.

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

Mr. Landry briefly reviewed the Annual Engineering Budget Tracking Spreadsheet.

Mr. Landry presented an update to the phone log showing new columns for tracking the stress level of customers calling the Sanitation District. If the caller is stressed, the next level will be a follow-up call from Mr. Landry. If Mr. Landry is unable to resolve the concern, Mr. Landry will extend an invite to the customer for the next Board of Directors meeting.

Mr. Landry provided an update from Xcel contractor Black Eagle regarding structural testing on an Xcel gas pipeline near McIntyre and 32nd between July 1st 2025 and November 1st of 2026. Black Eagle decided to go in a different direction and no longer needs permission to discharge to the ASD sewer.

Mr. Landry provided an update for the 2025 ASD Capital Improvement Project. The point repairs are underway and will continue until June 11, 2025. Director Panian indicated no door hangers were provided on the homes along Gardenia Street. Mr. Landry will follow-up with the contractor to ensure this measure is taken for the remaining repairs.

Mr. Landry is in the process of determining the testing methodology to apply for flow and loading at 40th and Youngfield.

The ASD BOD members toured a water treatment plant hosted by the Consolidated Mutual Water Company March 13, 2025.

Financial Report:
Michael Bakarich, CPA

Mr. Bakarich reviewed the District's Financial Reports for the month of March, 2025. The 2025 Residential balance as of 3/31/2025 is \$7,117.25, with 6% of residential accounts paid in full and 12% of residential accounts delinquent. Late fees for delinquent accounts were assessed April 3, 2025.

Non-Residential balance due as of 3/31/2025 is \$2,363.00. The Multi-Family balance due as of 3/31/25 is \$12,083.33.

Total YTD 2025 Revenues were \$606,104. Expenditures were at \$244,057 and the Net Positive fund balance was \$362,047. Cash and equivalents are at \$4,348,905.49, with interest at 4.398%. \$43,513.89 has been collected in interest to date. Year over year decrease in cash was \$937,627.03. The total fund balance was at \$7,482,919.64.

Customer Sara Brown won the Maverick gift card for the Autopay enrollment prize.

Upon a Motion duly made by Director Panian seconded by Director Schmidt, and unanimously carried, the Board accepted the Financial Reports, as presented, and approved the Payment of Claims in the amount of \$49,870.95.

New Business Items

None

Old Business Items

None.

Metro Water Update

Director Berg has completed his first term as the District's authorized representative on the Metro Water Board and requested reappointment by the Board. Upon a Motion duly made by Director Panian, seconded by Director Schmidt, and unanimously carried, the Board approved Director Berg continuing to serve as the District's authorized representative to Metro Water for an additional term.

Executive Session

Upon a Motion duly made by Director Panian seconded by Director Schmidt, and unanimously carried, the Board entered an Executive Session pursuant to Section 24-6-402(4)(b), C.R.S., to receive legal advice on specific legal questions related to potential litigation at 7:10 p.m.

Upon a Motion duly made by Director Panian seconded by Director Schmidt, and unanimously carried, the Board exited Executive Session at 7:24 p.m.

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 7:29 p.m.



Jessica Rath (Jun 10, 2025 07:12 MDT)

Secretary for the Meeting

2025-4-9 ASD Meeting Minutes

Final Audit Report

2025-06-10

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