

BECA Annual meeting 12/4/25

1. Call to Order – 7:05 PM

2. Welcome – BECA is an association totaling of 183 homes; being the combination of 117 homes in Berthoud Estates Homeowners Association & 66 homes in Foothills Estates Subdivision.

Mission: We are charged with maintaining and operating the wastewater treatment facility and the 8” wastewater main (& manholes) draining to the facility.

Introductions of Board

- Melissa Morin president
- Richard Moehling-VP
- Jeff Lorenzen-Treasurer
- Glen Rewerts- Member
- Caitlin Shaw- Member

Introduction of Direct Discharge

- Michele Funk- Sandolin Services LLC -Manager
- Dave Lewis- Treatment Facility Operator in charge

Introduction of attendees

3. Certification of Proxies & Certifying of Quorum: Quorum is 20% out of 183 or 37 households. No Quorum means only the board can vote on matters like adopting the budget. 16 households & 1 Proxy - therefore no quorum.

4. Approval of minutes from 2024 annual meeting

Rick moved to accept minutes as sent and Caitlin 2nd, vote: passed

5. Report from Treatment Plant Operator

Plant has been operating efficiently. In November treated an average of 34,000 Gallons with a max day of 40,000 Gallons. This is within our permit. It is extremely important that if there is a manhole around or on your property that you provide access to it. During the routine manhole inspection and sewer line jetting and tv project this year there were several homeowners who prohibited access.

6. A) Report from President –

- 1) Michele’s departure from Direct Discharge and forming her own consulting company Sandolin Services LLC. We have retained her services for our current management company.
- 2) Foothills Estates (FE) update - FE in the process of rewriting their covenants their legal council determined that out of 66 homes in the development there were 18 that were and 48 that were never annexed into the HOA. At this time 22 additional houses opted in & 5 have been approved to “de-annex” from the original 18 bringing the total to 35, leaving now 31 homes

outside of FE. BECA concern is the collection of the BECA fees from the houses that do not opt in since BECA is not set up to be a fee collection agency. Last year BECA requested that FE coordinate with the 26 lots who have not opted in and create 2 separate agreements one that FE continue to collect BECA fees and any separate documents for their own for Roads & Tract A. FE reported to BECA that they did not create these agreements. Additionally FE reported this fall that they have worked individually with the outstanding lot owners and got all but 2 of them to pay their BECA dues to the FE HOA. FE stated that the 2 homes in arrears have not paid any of their 2025 BECA fee. In turn this fall FE let BECA know that they will now be withholding the portion of the 2 home's dues to BECA as they claim it is not their responsibility to collect. As of today FE has an outstanding balance of \$1452

Moving forward BECA has proceeded with: 1) a title search to make sure we have the correct covenants and bylaws as the legal documents in hand and 2) hired a lawyer to review this situation. Our questions to the lawyer are as follows: Can BECA declare the 2 HOA management companies to collect the sewer assessment and be responsible for notifying and taking action against the owners in arrears for BECA? If not, what would it take to amend the BY-laws to do so? Or if not, can BECA set the assessment fee differently for different customers - for example if you pay the HOA directly you pay a standard fee, but if you pay BECA directly there is an additional processing fee. Without a response from the lawyer yet, BECA's options at this time are as follows: 1) update by-laws, 2) charge different fees 3) hire a new management company that will bill and collect BECA fees individually to all homes (this would be a significant cost implication).

3) The plant:

- a) New (Colorado Department of Public Health and Environment) CDPHE discharge permit began in 2025, which replaced the 2013 permit. We are required to do 3 items to remain in compliance.
 1. The first is to provide additional monthly testing of elements. We were not set up for this requirement so this required the purchase and installation of 2 new autosamplers. This also requires an increase in our testing agency's fees.
 2. Meet more stringent nitrate and total inorganic nitrogen limits by 2029. We hired JVA consulting (who designed the plant) to work with Dave to design a plan to install a carbon additive to the process. This requires permission to go through a testing phase, and documents have been submitted to CDPHE for this request.
 3. A groundwater study of the overflow pond, which JVA completed and submitted paperwork earlier this year.
- b) Plant odor complaints: There have been a few problems by homeowners SBR turns over. Currently the clock is set to 12:00 am and we've moved the clock to 2 am.
- c) Plant items breaking - winch failure in may and effluent pump failure in november.
- d) We purchased and worked with our SCADA consultant to install a new computer for the plant. The old computer was never updated since installation and the windows program on it was no longer supported. We moved to a different operating system that will allow updates.
- e) 2 new cameras were installed

- f) This year we also raised 3 manholes to reduce the stormwater that could get into the lids of the MH.
- g) Last year we did MH lining, so this year we did a section of Jetting and TV-ing of lines in the northern part of Berthoud Estates first filing. Results of the TV was that the lines are still in good shape. We did have some issues of several owners not allowing the company access to their yards to do work or inspect the MHs. I want to reiterate that the lines if they go through your property they are in a dedicated utility easement shown on the Plat and BECA has the right to access the lines and MHs to maintain and repair them. Next year we will do MH lining - selected MHs are TBD.
- h) 811 Requests. Reminder that we are a Tier 2 member of 811. Michele is still our contact for 811 and verifies each dig location and provides maps I premade for the responses. This year 811 transitioned to a new billing rate - based on number of tickets. We are in the 26-100 tickets/ year range, because since we started our maximum tickets was 73. This year we are on track to be around 50 tickets.

B) Report from other officers: none

7. Review of prior year Financials & 8. Review and approval of 2026 budget – Jeff

Budget increase of \$3 to a total of \$69 a month.

Glen moved to accept budget as written and 2nd Caitlin vote: pass

9. Board Member nominations:

We are a volunteer board of 5. We meet at the plant on the second Thursday 6:30 pm 6x a year - every other month Feb/April/June/Aug/Oct/ & annual mtg in Dec.

3 open positions: 2 Members have terms expiring: Melissa & Glen, & Jeff is leaving the board.

Nominations for new board member: Greg Schiller - Foothills. Melissa & Glen were retained

10. Owners and Resident forum:

Discussion on how to handle the 2 non-payees including can we publicly address the names and addresses?

11. Adjournment 8:12 PM