

NOTICE OF BOARD MEETING

ASPEN VILLAGE METRO DISTRICT

The Aspen Village Metro District Board of Directors will be
holding a meeting on

Tuesday, February 17, 2025, at 6:00 PM

**Meeting will be held at 313 Deer Ridge Road, Aspen, CO 81611
(Aspen Village Clubhouse)**

And by

Via Microsoft TEAMS

Or you can call in to the meeting:

1-213-279-1007

Phone id: 753 398 370#

The Aspen Village Metro District Board will be holding a regular meeting of the Board for the purpose of discussing any and all business that may come before the Board.

Any questions regarding this meeting may be directed to the district in care of Jerome Simecek, District Manager, at 970-273-3100.

° Valerie Carlin, President ° John Carlin, Treasurer ° Erik Sweet, Director

° Michael Masciocchi, Director ° Suzanne Roth, Director

**Aspen Village Metro District Board of Directors Meeting
Tuesday, February 17, 2026, at 6:00 PM Mountain Time**

**Board of Director's Meeting will be held in the Clubhouse at 313
Deer Ridge Road and via Microsoft Teams.**

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 282 259 865 439

Passcode: iV3sYz

Or Call In

[+1 213-279-1007](#)

Phone Conference ID: 753 398 370#

AGENDA

1. Call to Order
2. Approval of Agenda
3. Approval of Meeting Minutes from December 9, 2025
4. Owner Comment
5. Board Comment
6. Financials
 - a. Review 2025 Yr-End Financials
 - b. Resolution for Exemption from Audit
7. Old Business/ Manager's Report
 - a. Water Diligence
 - b. Wastewater Treatment Plant Update
 - i. Funding Process
 - ii. Board Construction Sub-Committee

Aspen Village Metropolitan District
c/o The Romero Group, LLC
Ph. (970) 273 – 3100
350 Market Street, Suite 304, PO Box 4100
Basalt, CO 81621-4100

° Valerie Carlin, President ° John Carlin, Treasurer ° Erik Sweet, Director

° Michael Masciocchi, Director ° Suzanne Roth, Director

iii. The Romero Group Role

iv. Construction Update

1. Schedule

2. Permit Process/Board Approvals

a. Statement of Authority

b. Owner Acknowledgment Affidavit

3. Change Order

a. Approval of Change Order 001

b. Building Location Modification

8. New Business

a. Annual Administrative Matters Board Resolution

b. Election of Officers

c. CSD Pool Representative Designation

9. Executive Session (if needed)

10. Schedule Next Meeting – Tuesday, April 21, 2026 (unless meeting required prior)

11. Adjournment

° Valerie Carlin, President - 2029 ° John Carlin, Treasurer — 2029 ° Erik Sweet, Director - 2027

° Michael Masiocchi, Director — 2029 ° Suzanne Roth, Director — 2027

RECORD OF PROCEEDINGS

A Meeting of the Board of Directors of the Aspen Village Metropolitan District was held Tuesday, December 9, 2025, at 6:00PM, Mountain Time via Microsoft Teams.

ITEM NO. 1: Call to order – Ms. Carlin calls the meeting to order at 6:07PM, Mountain Time and establishes a quorum is present.

Directors Present included: Valerie Carlin, President, John Carlin, Treasurer, Eric Sweet, Director, Michael Masiocchi, Director and Suzanne Roth, Director.

Others Present: Steve Wright (Lot 103) Roger Baillargeon (Lot 2), Besty Simms (Lot 74), Mike Hahn (Lot 126) and Kate Spencer (Lot 110), Jim Anderson (Lot 135) and Jerome Simecek, Sarah Anne Ryman and Val Loughman of The Romero Group.

ITEM NO. 2: Approval of Agenda –

*Mr. Carlin motions to approve the agenda: seconded by Mr. Sweet.
The Motion passes unanimously.*

ITEM NO. 3: Approval of Meeting Minutes from November 18, 2025

*Mr. Carlin made a motion to approve the minutes from November 18, 2025, as presented; by Mr. Masciocchi.
The motion passes unanimously.*

ITEM NO. 4: Owner Comment – Mr. Baillargeon mentioned TRG needs to closed the door to the maintenance shop when taking out the AVMD truck for plowing.

ITEM NO. 5: Board Comment – Concerns were raised about plowing practices. The board discussed reducing parking enforcement to once a week and it was mentioned that a snowmobile was riding in the community. Mr. Simecek clarifies that snowmobiles and non-licensed vehicles are not allowed on the District roadways. It was mentioned that electric bicycles should not be allowed, and Mr. Simecek noted they are allowed if they have pedals and are not internal combustion engines. Mr. Carlin made a comment regarding accounting and the interest account. Ms. Ryman explained she could run a report any time period requested. It was mentioned that the District member accounting signer needs to be updated. Ms. Ryman will be sending updated documents to Mr. Carlin for signature. Ms. Carlin mentioned a homeowner has a client that would donate pool furniture, for free. The board looked at photos of the furniture, and all agreed it was nice and approved accepting the donation.

Item NO. 6: Financials – Proposed 2026 Annual Budget – Mr. Carlin brought up some concerns after reviewing the 2026 proposed budget, he mentioned the expenses for the website. Mr. Simecek explained Streamline website currently used and the fees they charge for adding documents. TRG is looking at other options, for ADA compliant website. Mr. Carlin mentioned

he would like to bring up for discussion at future meetings, using the funds budgeted for newsletters to the community providing information. Mr. Simecek, noted, communications are sent, but more on individual issues or matters of concern for the community.

- **Board Discussion** – Ms. Ryman discussed the proposed 2026 budget, explaining edits were made based feedback from the last board meeting. There were no changes to the mill levy amounts, which are very similar to the current year. She noted that a community center rental fee was added of \$100 per rental, creating a minor way for the District to have a little bit of income, opposed to deposits collected and refunded. She mentioned a cost saving for solid waste in the amount of approximately \$14,000 for reducing the number of containers billed monthly, per home after switching to grant funded Kodiak containers. Also, discussed was the reduction of parking patrols from 2x per week to 1x per week. And the reduction of community center supplies and reduction of labor for housekeeping, plus reduction of pool labor, by closing the pool on Labor Day. Landscaping was also reduced for outside services. Ms. Ryman explained the capital expenses and WWTP projects. Mr. Carlin questioned the mill levy amount, Mr. Simecek, explained the District can only take in 5.5% more revenue dollars over the previous year. Based on the projection, budgeted is projected assessed valuations from the county the District is anticipated to hit the cap amount and then able to collect anything above the cap. There was discussion on the reduction of parking patrol. It was determined to reduce patrols to 1x per week. Ms. Carlin asked the board on what amount of tax mill levy they would like to budget in 2026. It was determined to budget the maximum mill levy in 2026 at 86.834.
- **Open Public Hearing-Open to all Aspen Village Homeowners** – Ms. Carlin opened the Public Hearing at 7:07PM. – One homeowner commented on the parking patrol topic. No other comments.
- **Close Public Hearing** – Ms. Carlin closed at 7:10PM
- **Motion to Adopt 2026 Budget as Presented or Amended** – Ms. Carlin asked for a motion to adopt the 2026 Budget as amended using the maximum mill levy and keeping the parking as budgeted. Mr. Masiocchi motioned as stated; seconded by Ms. Roth.
- **Motion to Certify the Mill Levy as Presented or Amended** – Ms. Carlin asked for a motion to certify the mill levy as presented using the maximum tax. Ms. Roth made the motion; seconded by Mr. Carlin.
- **Motion to Appropriate Funds for 2026 Fiscal Year** – Ms. Carlin asked for a motioned to appropriate the funds for the 2026 fiscal year. Mr. Carlin made a motion to appropriate the funds for 2026 fiscal year; seconded by Mr. Sweet.
- **Execution of Certified Copy of Resolution Adopting 2026 Budget** – Ms. Carlin executed the Resolution Adopting the 2026 Budget.

Item NO. 7: Old Business / Manager's Report

- **Wastewater Treatment Plant & Funding** – Mr. Simecek provided an update on the status of the USDA funds, confirming the District received the request for allegation of funds for the extra 6 million. However, it is not confirmed the funds

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are fully obligated by the USDA website. Legal council is still wanting evidence of obligation before committing to the contract. CO Bank has confirmed they will proceed with the letter of conditions as proof of obligation. CO Bank is the lender for interim financing and is finalizing credit approval. Ms. Ryman provided information regarding the obligations of funds based on her history with grant funds in the past. There was additional discussion on timing of the project in regards to the additional funding.

- **GSE Contract** – Mr. Simecek mentioned that John Sittler, legal counsel, has reviewed the GSE Construction contract and has signed off that the contract meets the terms and the District is appropriately covered. The contract is with the USDA for review and approval.
- **Water Diligence** – Mr. Simecek explained the water diligence agreement has been entered with Trout Rawly and management is working with attorney Michael Kopp on the process. A prepared draft application for finding a reasonable diligence for maintaining the water rights and challenges of using all the available water. Mr. Kopp will be contacting Roaring River Ranch (RRR) attorneys.
- **Clubhouse Roof** - It was mentioned the Clubhouse Roof, including snow stops and vent boots, was completed by Alexander Roofing.

Item NO. 8 – New Business

- **Clubhouse User Fee Discussion** – There was discussion on charging a \$100, non-refundable fee to use the clubhouse. It was agreed upon to leave the clubhouse policy as is, by requesting a \$200 refundable deposit, after inspection and no damage occurred during use.

NO. 9 – Executive Session – *No executive meeting needed.*

Item NO. 10: Next Meeting – Tuesday, February 17, 2026, in person and via Microsoft Teams at 6:00PM.

Item NO. 11: Adjournment - The meeting adjourned at 7:48PM

The foregoing minutes constitute a true and correct copy of the minutes of the above-referred meeting and were approved by the Board of Directors of the Aspen Village Metropolitan District.

Date of Approval

District Manager
Jerome Simecek

RESOLUTION FOR EXEMPTION FROM AUDIT
(Pursuant to Section 29-1-604, C.R.S.)

A RESOLUTION APPROVING AN EXEMPTION FROM AUDIT FOR YEAR **2025** FOR THE **ASPEN VILLAGE METROPOLITAN DISTRICT, STATE OF COLORADO.**

WHEREAS, the **Board of Directors of Aspen Village Metropolitan District** wishes to claim exemption from the audit requirements of Section 29-1-603, C.R.S.; and

WHEREAS, Section 29-1-604, C.R.S., states that any local government where neither revenues nor expenditures exceed one million dollars may, with the approval of the State Auditor, be exempt from the provision of Section 29-1-603, C.R.S.; and

WHEREAS, neither revenues nor expenditures for **Aspen Village Metropolitan District** exceeded \$1,000,000 for Fiscal Year 2025; and

WHEREAS, an application for exemption from audit for **Aspen Village Metropolitan District** has been prepared by **McMahan and Associates**, an independent accountant with knowledge of governmental accounting; and

WHEREAS, said application for exemption from audit has been completed in accordance with regulations, issued by the State Auditor.

NOW THEREFORE, be it resolved/ordained by the **Board of Directors** of the **Aspen Village Metropolitan District** that the application for exemption from audit for **Aspen Village Metropolitan District** for the year ended December 31, 2025, has been personally reviewed and is hereby approved by a majority of the **Board of Directors** of the **Aspen Village Metropolitan District**; that those members of the **Board of Directors** have signified their approval by signing below; and that this resolution shall be attached to, and shall become a part of, the application for exemption from audit of the **Aspen Village Metropolitan District** for the year ended December 31, 2025.

ADOPTED THIS 17th day of February, A.D. 2026.

Valerie Carlin, President

ATTEST:

John Carlin, Treasurer

SECTION 00 94 10 CHANGE ORDER NO.: 001

Owner:	Aspen Village Metro District (AVMD)	Owner's Project No.:
Engineer:	Merrick & Company (Merrick)	Engineer's Project No.: 654-20-714
Contractor:	GSE Construction Company, Inc.	Contractor's Project No.:
Project:	AVMD Wastewater Treatment Plant	
Contract Name:	Joeseeph Henry	
Date Issued:	01/29/2026	Effective Date of Change Order: 02/06/2026

The Contract is modified as follows upon execution of this Change Order 001.

Description: Current projected work will exceed the Engineer Presented Schedule by 14-days for Substantial Completion and 34 days for Final Completion. This is based on current understanding, workflow and anticipated permits.

Attachments: Baseline Schedule

Change in Contract Price	Change in Contract Times
Original Contract Price: \$ 12,980,600.00	Original Contract Times: Substantial Completion: August 7 th , 2027 Ready for final payment: September 6 th , 2027
No Change from previously approved Change Orders No. 1 to No1 \$	No Change from previously approved Change Orders No.1 to No.1 Substantial Completion: _____ Ready for final payment: _____
Contract Price prior to this Change Order: \$ 12,980,600.00	Contract Times prior to this Change Order: Substantial Completion: 0 days Ready for final payment: 0 days
No Change this Change Order: \$ 0.00	Increase this Change Order: Substantial Completion: 10 days Ready for final payment: 34 days
Contract Price incorporating this Change Order: \$ 12,980,600.00	Contract Times with all approved Change Orders: Substantial Completion: August 20 th , 2027 Ready for final payment: October 26 th , 2027

Recommended by Engineer (if required)

Authorized by Owner

By: _____	_____
Title: Project Manager	_____
Date: 01/29/2026	_____
Authorized by Owner	Concurrence by Funding Agency (if applicable)
By: _____	_____
Title: _____	_____
Date: _____	_____

Aspen Village Metro District			All Activities							08-Jan-26 11:36																																	
Activity ID	Activity Name	Original Duration	Actual Duration	Remaining Duration	Activity % Complete	Start	Finish	Total Float	Free Float	D	J	F	M	A	M	J	J	A	S	O	N	D	J	J	F	M	A	M	J	J	A	S	O	N	D	J	J	F	M	A	M	J	J
Aspen WWTF Improvements		542	0	542		27-Aug-25	26-Oct-27	-36	0	26-Oct-27, Aspen WWTF Improvements																																	
Milestones & Completion Dates		542	0	542		27-Aug-25	26-Oct-27	-36	0	26-Oct-27, Milestones & Completion Dates																																	
MS1000	Notice of Intent to Award	0	0	0	0%	27-Aug-25*		0	0	Intent to Award																																	
MS1010	Contract Executed	0	0	0	0%	12-Dec-25*		-17	0	Contract Executed																																	
MS1020	Contractual Time Commences (30 days from Execution of Contract = January 12, 2026)	0	0	0	0%	12-Jan-26*		0	0	Contractual Time Commences (30 days from Execution of Contract = January 12, 2026)																																	
MS1050	Winter Weather Construction Start Hold	58	0	58	0%	12-Jan-26	03-Apr-26	-36	0	Winter Weather Construction Start Hold																																	
MS1030	Substantial Completion = 570 Days Calendar Days (August 05, 2027)	0	0	0	0%		27-Sep-27*	-36	21	Substantial Completion = 570 Days Calendar Days (August 05, 2027)																																	
MS1040	Final Completion = 600 Calendar Days (September 04, 2027)	0	0	0	0%		26-Oct-27*	-36	0	Final Completion = 600 Calendar Days (September 04, 2027)																																	
Preconstruction		197	0	197		12-Dec-25	24-Sep-26	95	0	24-Sep-26, Preconstruction																																	
PC1000	Execute Purchase Orders & Subcontracts	15	0	15	0%	12-Dec-25	07-Jan-26	-17	0	Execute Purchase Orders & Subcontracts																																	
PC1010	Preconstruction Meeting (January 8, 2026)	1	0	1	0%	08-Jan-26	08-Jan-26	-17	0	Preconstruction Meeting (January 8, 2026)																																	
PC1020	Procure Building Permit	40	0	40	0%	12-Jan-26	10-Mar-26	-18	18	Procure Building Permit																																	
PC1030	Coordinate New Overhead Transformer Bank Install	180	0	180	0%	12-Jan-26	24-Sep-26	95	0	Coordinate New Overhead Transformer Bank Install with Utility																																	
Submittals		80	0	80		09-Jan-26	04-May-26	260	0	04-May-26, Submittals																																	
SB1010	Submit: 03 33 00 - Cast-in-Place Concrete	20	0	20	0%	09-Jan-26	06-Feb-26	21	0	Submit: 03 33 00 - Cast-in-Place Concrete																																	
SB1000	Submit: 03 20 00 - Reinforcing Steel	20	0	20	0%	09-Jan-26	06-Feb-26	6	0	Submit: 03 20 00 - Reinforcing Steel																																	
SB1020	Submit: 05 12 00 - Structural Steel Framing	40	0	40	0%	09-Jan-26	09-Mar-26	113	0	Submit: 05 12 00 - Structural Steel Framing																																	
SB1030	Submit: Div 08 - Openings	40	0	40	0%	09-Jan-26	09-Mar-26	300	0	Submit: Div 08 - Openings																																	
SB1040	Submit: Div 09 - Finishes	50	0	50	0%	09-Jan-26	23-Mar-26	51	0	Submit: Div 09 - Finishes																																	
SB1050	Submit: Div 23 - Heating and Ventilation	40	0	40	0%	09-Jan-26	09-Mar-26	245	0	Submit: Div 23 - Heating and Ventilation																																	
SB1060	Submit: 26 20 00 - Electrical Systems	30	0	30	0%	09-Jan-26	23-Feb-26	276	0	Submit: 26 20 00 - Electrical Systems																																	
SB1070	Submit: 26 22 00 - Low-Voltage Transformers	40	0	40	0%	09-Jan-26	09-Mar-26	166	0	Submit: 26 22 00 - Low-Voltage Transformers																																	
SB1080	Submit: 26 29 23 - Adjustable Frequency Drives	60	0	60	0%	09-Jan-26	06-Apr-26	81	0	Submit: 26 29 23 - Adjustable Frequency Drives																																	
SB1090	Submit: 26 32 13 - Standby Power Systems Generator Set	80	0	80	0%	09-Jan-26	04-May-26	71	0	Submit: 26 32 13 - Standby Power Systems Generator Set																																	
SB1100	Submit: 26 36 23 - Automatic Transfer Switches	80	0	80	0%	09-Jan-26	04-May-26	131	0	Submit: 26 36 23 - Automatic Transfer Switches																																	
SB1120	Submit: 40 05 05 - Exposed Piping	40	0	40	0%	09-Jan-26	09-Mar-26	251	0	Submit: 40 05 05 - Exposed Piping																																	
SB1130	Submit: 40 05 57 - Automated Valve Actuators	60	0	60	0%	09-Jan-26	06-Apr-26	151	0	Submit: 40 05 57 - Automated Valve Actuators																																	
SB1140	Submit: 43 12 19 - Blowers	60	0	60	0%	09-Jan-26	06-Apr-26	137	0	Submit: 43 12 19 - Blowers																																	
SB1150	Submit: 43 25 13 - Submersible Pumps	40	0	40	0%	09-Jan-26	09-Mar-26	169	0	Submit: 43 25 13 - Submersible Pumps																																	
SB1160	Submit: 46 33 40 - Liquid Chemical Feed Equipment	60	0	60	0%	09-Jan-26	06-Apr-26	199	0	Submit: 46 33 40 - Liquid Chemical Feed Equipment																																	
SB1170	Submit: 46 41 00 - Submerged Turbine Mixers	60	0	60	0%	09-Jan-26	06-Apr-26	116	0	Submit: 46 41 00 - Submerged Turbine Mixers																																	
SB1180	Submit: 46 53 53 - Sequencing Batch Reactor Equipment	60	0	60	0%	09-Jan-26	06-Apr-26	132	0	Submit: 46 53 53 - Sequencing Batch Reactor Equipment																																	
SB1110	Submit: 33 05 60 - Concrete Sanitary Utility Holes	20	0	20	0%	09-Jan-26	06-Feb-26	136	0	Submit: 33 05 60 - Concrete Sanitary Utility Holes																																	
Submittals Review		80	0	80		09-Feb-26	02-Jun-26	260	0	02-Jun-26, Submittals Review																																	
RE1010	Review: 03 33 00 - Cast-in-Place Concrete	20	0	20	0%	09-Feb-26	09-Mar-26	21	0	Review: 03 33 00 - Cast-in-Place Concrete																																	
RE1000	Review: 03 20 00 - Reinforcing Steel	20	0	20	0%	09-Feb-26	09-Mar-26	6	0	Review: 03 20 00 - Reinforcing Steel																																	
RE1110	Review: 33 05 60 - Concrete Sanitary Utility Holes	20	0	20	0%	09-Feb-26	09-Mar-26	136	0	Review: 33 05 60 - Concrete Sanitary Utility Holes																																	
RE1060	Review: 26 20 00 - Electrical Systems	20	0	20	0%	24-Feb-26	23-Mar-26	276	0	Review: 26 20 00 - Electrical Systems																																	
RE1020	Review: 05 12 00 - Structural Steel Framing	20	0	20	0%	10-Mar-26	06-Apr-26	113	0	Review: 05 12 00 - Structural Steel Framing																																	
RE1030	Review: Div 08 - Openings	20	0	20	0%	10-Mar-26	06-Apr-26	300	0	Review: Div 08 - Openings																																	
Project Baseline Bar			Critical Remaining Work			Aspen Village Metro District Wastewater Treatment Facility Construction Schedule Job #944 - Baseline Schedule Status Date: 29-December-25										TASK filter: All Activities										© Oracle Corporation																	
Actual Work			Milestone			Page 1 of 4																																					
Remaining Work			Summary																																								

[illegible]

[illegible]

Aspen Village Metro District						Critical Path										08-Jan-26 11:37																																					
Activity ID	Activity Name	Original Duration	Actual Duration	Remaining Duration	Activity % Complete	Start	Finish	Total Float	Free Float	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J
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