

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

APPLEWOOD SANITATION DISTRICT FOR MONTH OF

January 13, 2021

The regular meeting of the Board of Directors was convened on the January 13, 2021 at 7:00 p.m. at 4885 Ward Road, Suite 100, Wheat Ridge, CO 80033. Chairman Banks called the meeting to order. The following were present:

Directors Present

LeRoy Banks, President
Chuck Thompson, Treasurer
Thomas Leidich, Director
Briana Gerou, Director
Scott Epstein, Director

Others Present

Jocelyn Hoopes, Bookkeeper
Richard Scheurer, Attorney, Scheurer and Associates
Jim Landry, Engineer, RG & Associates, LLC (RGA)
Melissa An, Recording Secretary, RG & Associates, LLC
Christine McRight, Development Director, Evergreen

1. Agenda Topic: Meeting Minutes

- a. Discussion: December Meeting Minutes.
 - i. Board Approval: Motion to approve December 9, 2020 meeting minutes.
 1. Motion: Thompson
 2. Second: Leidich
 3. Vote: All in favor

2. Agenda Topic: Attorney's Report

- a. Discussion: Accessory Dwelling Units (ADUs) Language for Rules and Regulations. Scheurer presented preliminary language, suggestions, and an updated Appendix B.
- b. Discussion: Sub-District Option for New Developments. Scheurer reviewing option. Board requested additional information.
 - i. Action Item: Scheurer to present pros and cons of this option.
 - ii. Action Item: Banks to invite Steve Pott to February Board Meeting to discuss.
- c. Discussion: Clear Creek Crossing Easement and IGA. Exhibits received, under review by Scheurer and Landry.
- d. Discussion: Northwest Lakewood Sanitation District (NWLSD) Billing Agreement.

3. Agenda Topic: Engineer's Report

- a. Discussion: Engineer's Report. Thompson requested clarification on locates.
 - i. Action Item: Landry to provide clarification on requested locate dates.
- b. Discussion: Non-residential Billing. Landry and Hoopes met to review billing methodologies and continuing to review.
 - i. Action Item: Landry to provide Hoopes with equation.
- c. Discussion: 13137 W 27th Place. Investigating potential ADU, contacted resident with no response.
- d. Discussion: 14145 W 21st Place. Landry spoke with residents.
- e. Discussion: 3183 Isabell Street. Requested main extension agreement.
- f. Discussion: 2020 Capital Improvement Project (CIP). 99.9% Complete, minor items to address. Pay Application signature received.

- g. Discussion: 14125 Garden Road Scoping. Gerou in contact with residents. Landry requested copy of scoping video.
- h. Discussion: Development Reviews.
 - Clear Creek Crossing. Phase 1, waiting on as-builts. Phase 2, 98.2% complete. Boring has started, inserting sewer pipe.
 - Multi-Family (Outlook). Addressing misc. punch list items.
 - Hampton Suites. Waiting on updated plans.
 - Clear Creek Retail. Funding Agreement received. Signatures required from Banks and Epstein. Comments to developer.
 - SCL Health. No update.
- i. Discussion: 15200 W 26th Avenue. Received a partial petition from contractor. No other updates.
- j. Discussion: Retainage. Hoopes reviewing current development retainages with Landry.
- k. Discussion: 14470 Garden Road. Received Funding Agreement from Developer and deposit for review. Signatures required from Banks and Epstein.

Jocelyn Hoopes, Jim Landry and Richard Scheurer dismissed at 8:32 PM

4. Agenda Topic: Bookkeeper's Report

- a. Discussion: Review of Letter Insert. Hoopes presented letter insert for residents.
- b. Discussion: Online Payment System. Hoopes implementing online payment system to website.
- c. Discussion: Appendix B Review. Hoopes to review and provide additional corrections to Scheurer.

5. Agenda Topic: Treasurer's Report

- a. Discussion: Metro Wastewater Reclamation District Payment for Accessory Dwelling Units (ADUs). Confirmed payment received from resident.
- b. Discussion: Bills to be Paid: The attached list of checks are presented for payment:
 - i. Board Approval:
 - 1. Motion: Thompson
 - 2. Second: Gerou
 - 3. Vote: All in favor

There being no further business to come before the Board, the meeting was adjourned at 8:37 pm.

Respectfully submitted,

Melissa An
Recording Secretary