

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

APPLEWOOD SANITATION DISTRICT FOR MONTH OF

January 9, 2019

The regular meeting of the Board of Directors was convened on the January 9, 2019 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
Claudia Browne, Director

Others Present

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

Director Scott Epstein was excused from the meeting.

1. Agenda Topic: Meeting Minutes

- a. Discussion: December Meeting Minutes. Board requested more detailed meeting minutes.
 - i. Board Approval: Motion to approve December 12, 2018 meeting minutes.
 1. Motion: Thompson
 2. Second: Leidich
 3. Vote: All in favor

2. Agenda Topic: Attorney's Report

- a. Discussion: Transparency Notice filed and located on the ASD website.
- b. Discussion: Clear Creek Crossing Lot Developments.
 - i. Board Approval: Motion to approve use of the Funding Agreement for Connection into the Main.
 1. Motion: Browne
 2. Second: Leidich
 3. Vote: Four (4) in Favor
- c. Discussion: Clear Creek Crossing Inclusion Acreage. Developer has scheduled meeting with Scheurer to discuss proposed District easements, plats, and finalization of the inclusion acreage.
 - i. Action Item: Meeting minutes will be presented to the Board following the meeting.

3. Agenda Topic: Engineer's Report

- a. Discussion: Engineer's Report. No questions or comments.
- b. Discussion: Clear Creek Crossing Development. Additional deposit has been received. Phase 1 construction is approximately 50% complete. Phase 2 construction plans are still under review and Metro Wastewater Reclamation District will provide comments by the end of the week.
- c. Discussion: Clear Creek Crossing Lot Developments. RGA will determine adequate deposit amounts per lot site.

- i. Action Item: Landry to prepare informative package for Developers, containing information on District Rules and Regulations, Engineering Standards, Reimbursement Agreements, Connection & Annual Service Fees.
- d. Discussion: Cottages at Rolling Hills. Responded to submittal December 11, 2018. Currently waiting on next submittal.
- e. Discussion: Schmidt Farms. Received referral from Jefferson County. Responded with letter and funding agreement for review.

4. Agenda Topic: Bookkeeper's Report

- f. Discussion: Annual bills and letter inserts to be sent out to customer prior to February Meeting.
 - i. Board Approval: Motion to approve Linda to perform audit exemption.
 - 1. Motion: Leidich
 - 2. Second: Thompson
 - 3. Vote: All in favor

Jocelyn Hoopes, Jim Landry and Richard Scheurer dismissed at 8:10 PM

5. Agenda Topic: Treasurer's Report

- a. Discussion: Bills to be Paid: The following checks are presented for payment:
 - Chk# 3287 Scheurer & Assoc. \$ 2,662.00 – Legal Fees
 - Chk# 3288 RGA \$ 17,898.30 – Engineering Fees
 - Chk# 3289 UNCC \$ 87.00 – Sewer Locates
 - Chk# 3290 Special Dist. Assoc. of Co \$ 607.30 – 2018 Membership Dues
 - Chk# 3291 Century Link \$ 68.05 – Telephone
 - Chk# 3292 LeRoy Banks \$ 92.35 – Director Fee
 - Chk# 3293 William Thompson \$ 92.35 – Director Fee
 - Chk# 3294 Scott Epstein \$ 92.35 – Director Fee
 - Chk# 3295 Claudia Browne \$ 92.35 – Director Fee
 - Chk# 3296 Thomas Leidich \$ 92.35 – Director Fee
 - Chk# 3297 Melissa An \$ 150.00 – Recording Secretary
 - Chk# 3298 Jocelyn Hoopes \$ 1,174.25 – Bookkeeper
- i. Board Approval:
 - 1. Motion: Thompson
 - 2. Second: Browne
 - 3. Vote: All in favor

There being no further business to come before the Board, the meeting was adjourned at 8:13 pm.

Respectfully submitted,



Melissa An
Recording Secretary