

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

APPLEWOOD SANITATION DISTRICT FOR MONTH OF

October 9, 2019

The regular meeting of the Board of Directors was convened on the October 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
Scott Epstein, Director

Others Present

Richard Scheurer, Attorney, Scheurer and Associates
Bookkeeper Jocelyn Hoopes
Steve Pott, Metro Wastewater Reclamation District Representative
Jim Landry, RG & Associates, LLC
Melissa An, RG & Associates, LLC, Recording Secretary

Director Claudia Browne was excused from the meeting.

1. Agenda Topic: Meeting Minutes

- a. Discussion: September Meeting Minutes.
 - i. Board Approval: Motion to approve September 11, 2019 meeting minutes.
 1. Motion: Thompson
 2. Second: Leidich
 3. Vote: All in favor

2. Agenda Topic: Attorney's Report

- a. Discussion: Resolution 2019-04 for Delinquent Account Certification.
 - i. Board Approval: Motion to execute process certification.
 1. Motion: Epstein
 2. Second: Thompson
 3. Vote: 4 in favor
- b. Discussion: Budget Public Meeting Publication. Posted publication for budget meeting for public review.
- c. Discussion: Change of Connection Fee Notice: Posted notice for increase of connection fee to match those of the Metro Wastewater Reclamation District.
- d. Discussion: Denver Water License Agreement.
 - ii. Board Approval: Motion to execute agreement with no modifications.
 4. Motion: Thompson
 5. Second: Leidich
 6. Vote: 4 in favor

3. Agenda Topic: Engineer's Report

- a. Discussion: Engineer's Report. No comments.
- b. Discussion: Clear Creek Crossing Development. Phase 1, 100% complete. Phase 2, 40% complete. Currently reviewing video for work completed in Phase 1.

- c. Discussion: Development Reviews.
 - Cottages at Rolling Hills. Requested additional deposit. None received to date.
 - Schmidt Farms. No Change.
 - Multi-Family. No Change.
 - Gas Station. No Change.
 - 2755 Indiana Street. No Change.
- d. Discussion: Engineering Budget. Landry presented proposed engineering budget.
- e. Discussion: Billing for Apartments. Landry presented handout of neighboring district and their billing of multi-units/apartments.
 - i. Action Item: Landry to check with Metro to determine their billing methodology and perform calculations. Information to be presented at the November meeting.

4. Agenda Topic: President's Report

- a. Discussion: Introducing Metro Wastewater Reclamation District Representative, Steve Pott. Pott requested a letter of support for the Optional Erosion Control Treatment plan in Denver.

5. Agenda Topic: Bookkeeper's Report

- a. Discussion: Northwest Lakewood Sanitation District fee review meeting. An agreed upon methodology was accomplished, waiting on draft agreement for review.
- b. Discussion: Budget and Rate Model Review. Hoopes presenting current proposed budget and rate structure for future years. Final budget will be presented at the November meeting.

Jim Landry, Steve Pott, Jocelyn, Hoopes and Richard Scheurer dismissed at 8:36 PM

6. Agenda Topic: Treasurer's Report

- a. Discussion: Bills to be Paid: The attached list of checks are presented for payment:
 - i. Board Approval:
 - 1. Motion: Thompson
 - 2. Second: Leidich
 - 3. Vote: All in favor

There being no further business to come before the Board, the meeting was adjourned at 8:45 PM pm.

Respectfully submitted,

Melissa An
Recording Secretary