

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

APPLEWOOD SANITATION DISTRICT FOR MONTH OF

November 11, 2020

The regular meeting of the Board of Directors was convened on the November 11, 2020 at 7:01 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
Scott Epstein, Director
Thomas Leidich, Director
Briana Gerou, 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: October Meeting Minutes.
 - i. Board Approval: Motion to approve October 14, 2020 meeting minutes.
 1. Motion: Thompson
 2. Second: Epstein
 3. Vote: All in favor

2. Agenda Topic: Attorney's Report

- a. Discussion: Budget Resolution for Board Signature.
 - i. Board Approval: Motion to approve Resolution 2020-08 to Adopt the 2021 Budget
 1. Motion: Epstein
 2. Second: Leidich
 3. Vote: All in favor
 - ii. Board Approval: Motion to approve Resolution 2020-09 to Appropriation of Fund for the Budget, and Resolution 2020-10 to Certify the Mill Levi
 1. Motion: Thompson
 2. Second: Leidich
 3. Vote: All in favor
- b. Discussion: Northwest Lakewood Sanitation District (NWLSD) Billing Agreement. ASD budget committee met, waiting on response from NWLSD on proposed billing.
 - i. Action Item: Scheurer to request invoices for 2019 and 2020 based on the current billing agreement.
- c. Discussion: Accessory Dwelling Units (ADUs). 14154 W 21st Avenue. Metro Wastewater Reclamation are imposing their connection fee with an interest fee.
 - i. Action Item: Landry to discuss waiving interest fee with Metro and to report back to Banks and Epstein to discuss.

3. Agenda Topic: Engineer's Report

- a. Discussion: Engineer's Report. No questions or comments.
- b. Discussion: Non-residential Billing. Landry provided brief summary to review methodologies, time periods, and provide an overall report to the District for review.
- c. Discussion: Accessory Dwelling Units (ADUs). Landry has obtained example language. Landry and Scheurer to review language.
- d. Discussion: 2020 Capital Improvement Project (CIP). Contractor to begin work and finish by December 2020.
- e. Discussion: Clear Creek Crossing Easement and IGA. Landry and Scheurer received easement language with missing exhibit.
- f. Discussion: Development Reviews.
 - Clear Creek Crossing. Phase 2 – 98% Complete. Boring anticipated in December.
 - Multi-Family (Outlook). Requesting rate of occupancy.
 - Hampton Suites. Reviewing 2nd submittal.
 - Clear Creek Retail. Discussing funding agreement for retainage.
 - Schmidt Farms. No change.
 - 2755 Indiana Street. No change.

4. Agenda Topic: Bookkeeper's Report

- a. Discussion: Budget Adoption. Hoopes provided proposed budget for adoption.
- b. Discussion: Delinquent Account Certifications. Eight (8) accounts to be certified.

Jocelyn Hoopes, Jim Landry and Richard Scheurer dismissed at 8:00 PM

5. Agenda Topic: Treasurer's Report

- a. Discussion: Thompson to add Leidich to Colorado Trust Authorization for signature.
- 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 8:02 pm.

Respectfully submitted,



Melissa An
Recording Secretary

Applewood Sanitation District
Transactions by Account
As of November 11, 2020

Date	Num	Name	Memo	Pd Amt	Balance	
Chase Bank						
11/11/2020	<u>3549</u>	RG and Assoc	Engineering	-16,008.00	123,356.72	
11/11/2020	<u>3550</u>	Scheurer & Assoc	Legal	-5,515.33	117,841.39	
11/11/2020	<u>3551</u>	LeRoy Banks	Director Fee	-184.70	117,656.69	
11/11/2020	<u>3552</u>	William Thompson	Director Fee	-92.35	117,564.34	
11/11/2020	<u>3553</u>	Thomas Leidich	Director Fee	-184.70	117,379.64	
11/11/2020	<u>3554</u>	Scott Epstein	Director Fee	-184.70	117,194.94	
11/11/2020	<u>3555</u>	Briana M. Gerou	Director Fee	-184.70	117,010.24	
11/11/2020	<u>3556</u>	Melissa An	Recording Secretary	-300.00	116,710.24	
11/11/2020	<u>3557</u>	UNCC	Sewer Locates	-105.79	116,604.45	
11/11/2020	<u>3558</u>	Metro Wastewater	2020 4th Qtr	-48,968.50	67,635.95	
11/11/2020	<u>3559</u>	Century Link	Telephone	-75.16	67,560.79	
11/11/2020	<u>3560</u>	Jocelyn M. Hoopes	Bookkeeping	-993.00	66,567.79	
Total Chase Bank					-72,796.93	66,567.79
<i>11/10/20</i>					<i>35,000</i>	
<i>Cozo Trust</i>					<i>XFR</i>	

Hi Chuck - you need to transfer some funds. We aren't expecting anything as far as I know.
Also, did you have any luck with CoTrust Bank authorized users updates? and the PO Box?