

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

APPLEWOOD SANITATION DISTRICT FOR MONTH OF

December 8, 2021

The regular meeting of the Board of Directors was convened on the December 8, 2021, at 7:01 p.m. at 4885 Ward Road, Suite 100, Wheat Ridge, CO 80033. President Banks called the meeting to order. The following were present:

Directors Present

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

Others Present

Richard Scheurer, Attorney, Scheurer and Associates
Joan Fritsche, Attorney, Fritsche Law
Jim Landry, Engineer, RG & Associates, LLC (RGA)
Elizabeth Farias, Recording Secretary, RG & Associates, LLC
Christine McRight, Development Director, Evergreen

Director Thomas Leidich was excused from the meeting.

1. Agenda Topic: Meeting Minutes

- a. Discussion: November Meeting Minutes.
 - i. Board Approval: Motion to approve November 10, 2021 meeting minutes.
 1. Motion: Thompson
 2. Second: Gerou
 3. Vote: All in favor

2. Agenda Topic: Attorney's Report

- a. Discussion: Resolution 2021-07: Resolution to Amend the District's Rules and Regulations. Proposed changes to the district's rules and regulations include updates to Appendix B and other minor changes. The required public notification for this resolution is complete. Metro Wastewater Reclamation needs to be updated to Metro Water Recovery. Board members would like to review the changes before approving the resolution.
 - i. Action Item: Scheurer to email summary of proposed changes and proposed updated Rules and Regulations to board.
 - ii. Resolution continued to January meeting for further discussion.
- b. Discussion: Resolution 2021-08: Resolution to Approve the 2022 Budget.
 - i. Board Approval: Board authorized Gerou to sign resolutions in lieu of Epstein.
 1. Motion: Thompson
 2. Second: Banks
 3. Vote: All in favor
 - ii. Hoopes certified the mill levy contained in the resolution approving the budget.
- c. Discussion: Quit Claim Deed. Derek Lis is to retain Martin/Martin to draft legal language for the quit claim deed.
- d. Discussion: Northwest Lakewood Sewer Service Agreement. Language was updated that invoicing will be done annually.
 - i. Action Item: Banks and Gerou signed the Sewer Service Agreement.

- ii. Action Item: Scheurer to return signed Sewer Service Agreement to Tim Flynn with Northwest Lakewood Sanitation District.
- g. Discussion: Potential IGA with City of Wheat Ridge. Derek Lis brought up Prospect Park and Recreation District, which maintains the trails that run over the district's facilities on Block 4 between Clear Creek Crossing development and Applewood Golf Course on the western side between the proposed Hampton Inn & Suites and Lifetime Fitness. Derek Lis indicated this may be coming back as an IGA with the City of Wheat Ridge. There is some concern that this trail will go nowhere if it does not connect on the south end of the development.
 - i. Action Item: Christine McRight discussed her intention to design this trail for the developer.
- h. Discussion: New District Attorney. Scheurer offered his congratulations to Fritsche on her new position as district attorney for Applewood Sanitation District. Discussion of Scheurer's availability and transfer of files to Fritsche was discussed. One of the board members asked whether the district should sign a contract with Fritsche and Fritsche provided a contract she had prepared for the board.
 - i. Action Item: Scheurer to review the contract.

3. Agenda Topic: Engineer's Report

- a. Discussion: Development Reviews.
 - i. Clear Creek Crossing. Initial Acceptance is pending approval of as-built drawings and the lining of one manhole.
 - ii. SCL Health. The sanitary sewer mains are 100% constructed and in paving. Remaining required items include raising manholes and jetting, videoing, and testing the constructed mains. Temporary service permit has been issued and associated fees have been paid.
 - iii. 4051 Clear Creek Drive - Planning Area 9. Development to be 250 units within 9 buildings. The deposit and a main extension agreement have been received. Banks signed the main extension agreement. Board members asked whether the look and feel of these apartments would be similar to the Outlook Apartments. Christine McRight replied that these apartments were following a different but complementary template.
 - iv. 3120 Howell Road. There are currently 2 existing structures on the property: a storage unit and a small house. The storage unit will be demolished, the little house is to become an ADU, and a larger house will become the main connection. The lot cannot be subdivided due to its size. Hoopes indicated the annual fee and connection fee will be charged for the ADU at two thirds the cost of 1 SFE connection. Hoopes wants 2 permits for the 2 connections.
 - v. 2985 Indiana Street (Schmidt Farms). Scheurer indicated the property was publicly noticed for inclusion and that the inclusion petition would be up for board action during the January board meeting.
 - vi. Dutch Bros Coffee. A submittal was received from the developer on November 9, 2021 and review letter #1 was delivered to the developer on November 23, 2021.
 - vii. Pond Property. It appears that this property may be off the market at this time.
 - viii. Hampton Inn & Suites. A submittal was received from the developer on November 19, 2021 and a review letter was delivered to the developer on December 1, 2021.
 - ix. Flow and Loading Reports. The Flow and Loading Report was included in this month's Engineer's report. Future Flow and Loading Reports will be shared on the screen in the meeting room and via Zoom for those joining the meeting remotely.

The flow as of May is currently a little higher than historic flows. A message was left with the Metro Water Recovery contact to get more recent flow and loading reports. Epstein asked whether flow can be calibrated to the number of SFEs in the district. Landry indicated he could look into this. Epstein asked how changes in weather might affect sewer flows.

Jim Landry, Richard Scheurer, Joan Fritsche, and Christine McRight were dismissed at 7:58 PM.

4. Agenda Topic: Increasing Board Member Compensation

The following checks are presented for payment:

- Chk# 3720 RG and Assoc \$ 16,444.56 – Engineering Fees
- Chk# 3721 Scheurer & Assoc. \$ 3,805.00 – Legal Fees
- Chk# 3722 Metro Water Recovery \$ 13,650.00 – Permit 2021-002 TEMP
- Chk# 3723 United States Treasury \$ 290.70 – 2021 4th quarter Form 941
- Chk# 3724 LeRoy Banks \$ 184.70 – Director Fee
- Chk# 3725 William Thompson \$ 184.70 – Director Fee
- Chk# 3726 Thomas Leidich \$ 184.70 – Director Fee
- Chk# 3727 Scott Epstein \$ 184.70 – Director Fee
- Chk# 3728 Briana Gerou \$ 184.70 – Director Fee
- Chk# 3729 Elizabeth Farias \$ 300.00 – Recording Secretary
- Chk# 3730 Insurance of Denver \$ 463.00 – Bond Renewal
- Chk# 3731 Special District Association \$7,012 – Insurance
- Chk# 3732 Century Link \$ 76.02 – Telephone
- Chk# 3733 Jocelyn M Hoopes \$ 708.00 – Bookkeeping
- Chk# 3734 UNCC \$ 68.64 – Sewer Locates

There being no further business to come before the Board, the meeting was adjourned at 8:06 pm.

Respectfully submitted,

Elizabeth Farias
Recording Secretary