

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

APPLEWOOD SANITATION DISTRICT FOR MONTH OF

April 8, 2020

The regular meeting of the Board of Directors was convened on the April 8, 2020 at 7:00 p.m. thru UberConference. 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
Claudia Brown, Director

Others Present

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

1. Agenda Topic: Meeting Minutes

- a. Discussion: March Meeting Minutes. Board requested more detailed meeting minutes.
 - i. Board Approval: Motion to approve March 11, 2020 meeting minutes.
 1. Motion: Thompson
 2. Second: Leidich
 3. Vote: All in favor

2. Agenda Topic: Attorney's Report

- a. Discussion: Scheurer, Leidich and Hoopes explained the Third Restated and Amended Sewer Service Agreement from Northwest Lakewood Sanitation District (NWLSD) regarding the 36 properties.
 - i. Action Item: Scheurer to speak with Tim Flynn and respond the Board declines the revisions of the agreement.
- b. Discussion: Rolling Hills Country Club Non-Compliance Issues.
 - i. Action Item: Scheurer to prepare and send a demand letter in response to previous requests. Will reconvene on the issue at the next Board Meeting.
- c. Discussion: 15200 W 26th Avenue. Scheurer spoke with contractor. Still waiting on inclusion into District for a portion of the property.
- d. Discussion: Oath of Office. Oath of Office will be conducted at the next physical meeting.

3. Agenda Topic: Engineer's Report

- a. Discussion: Engineer's Report. No questions or comments.
- b. Discussion: ASD Website. Website has been updated to stay current.
- c. Discussion: 2020 Capital Improvement Project. Finalizing exhibits and contract documents. Bid opening planned for May.
- d. Discussion: After-hours Contract. Contract has been executed with Dale's Environmental Services (DES).
- e. Discussion: Clear Creek Crossing Development. Received reimbursement and received updated plans for the western sanitary sewer alignment and updated utility study. Phase 1, waiting on paving for initial acceptance. Phase 2, construction 50% completed.

- f. Discussion: Cottages at Rolling Hills. Construction 95% complete. Received payment for stub-ins.
- g. Discussion: Development Reviews. Landry presented development review exhibit.
 - Multi-Family. Received deposit. Actively searching for First Amended IGA.
 - Outlook. 30% constructed.
 - Hampton Suites. New development, waiting on executing agreement.
 - Foothills Credit Union. No change.
 - Schmidt Farms. No change.
 - Gas Station. No change.
 - 2755 Indiana Street. No change.
 - 15200 W 26th Avenue. No change.

4. Agenda Topic: Bookkeeper's Report

- a. Discussion: Late notices sent to 67 residents.

Richard Scheurer, Jim Landry, and Jocelyn Hoopes dismissed at 7:48 PM

5. 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: Epstein
 - 2. Second: Leidich
 - 3. Vote: All in favor
- b. Discussion: Payment of website domain. President approves payment of website domain.

There being no further business to come before the Board, the meeting was adjourned at 7:50 pm.

Respectfully submitted,

Melissa An
Recording Secretary

Applewood Sanitation District
Transactions by Account
As of April 8, 2020

Date	Num	Name	Memo	Pd Amt	Balance
04/08/2020	<u>3462</u>	RG and Assoc	Engineering	-23,801.55	333,952.45
04/08/2020	<u>3463</u>	Scheurer & Assoc	Legal	-3,144.84	310,150.90
04/08/2020	<u>3464</u>	LeRoy Banks	Director Fee	-92.35	307,006.06
04/08/2020	<u>3465</u>	William Thompson	Director Fee	-92.35	306,913.71
04/08/2020	<u>3466</u>	Thomas Leidich	Director Fee	-92.35	306,821.36
04/08/2020	<u>3467</u>	Scott Epstein	Director Fee	-92.35	306,729.01
04/08/2020	<u>3468</u>	Melissa An	Director Fee	-184.70	306,544.31
04/08/2020	<u>3469</u>	United States Treasury	Recording Secretary	-150.00	306,394.31
04/08/2020	<u>3470</u>	UNCC	2020 1ST qtr Form 941	-214.20	306,180.11
04/08/2020	<u>3471</u>	Jocelyn M. Hoopes CPA	Sewer Locates	-178.80	306,001.31
04/08/2020	<u>3472</u>	Century Link	Bookkeeping	-1,295.95	304,705.36
			Telephone	-70.65	304,634.71
TOTAL				-29,317.74	304,634.71
	4/7/20	XFR → Colo TRUST	FEVIN	-190,000	114,634.71