

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

APPLEWOOD SANITATION DISTRICT FOR MONTH OF

May 8, 2019

The regular meeting of the Board of Directors was convened on the May 8, 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
Claudia Browne, Director
Thomas Leidich, Director

Others Present

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

Director Scott Epstein and Bookkeeper Jocelyn Hoopes are excused from the meeting.

1. Agenda Topic: Meeting Minutes

- a. Discussion: April Meeting Minutes.
 - i. Board Approval: Motion to approve April 24, 2019 meeting minutes.
 1. Motion: Thompson
 2. Second: Leidich
 3. Vote: All in favor

2. Agenda Topic: Attorney's Report

- a. Discussion: Pending Agreement/Applications.
 - i. Board Approval: Motion to approve President Banks to execute the Funding Agreement for the Schmidt Farms Development (2985 Indiana Street) and Application and Agreement for Extension of Sanitary Sewer Mains for the Multi-Family Development.
 1. Motion: Leidich
 2. Second: Thompson
 3. Vote: All in favor
 - ii. Resolution to nominate Thomas Leidich to act as Secretary Protem.
 1. Motion: Browne
 2. Second: Thompson
 3. Vote: All in favor
- b. Discussion: Intergovernmental Agreement (IGA) with Longs Peak Metropolitan District. Amendments to the IGA concern their trail and impacts to ASD main, including minor modifications for items that will be addressed and items that have already been addressed, such as easements.
- c. Discussion: Accessory Dwelling Units (ADUs). Jefferson County and many municipalities adopted a land use code permitting a "mother-in-law" style living unit. Each ADU is required to obtain approval for water and sewer services. Scheurer proposes updates to policies regarding ADUs.

- i. Board Approval: 14154 W 21st Place has requested an ADU tap into their existing sanitary service line. Landry requesting how to proceed. Board elects to allow resident to tie into their existing service line with no further requirements from the District and authorizing Landry to approve this property owner's request. The Board will update policies to address ADUs.
 1. Motion: Leidich
 2. Second: Thompson
 3. Vote: All in favor

3. Agenda Topic: Engineer's Report

- a. Discussion: Engineer's Report. No comments.
- b. Discussion: 2019 Capital Improvement Project. Landry reiterated results from the bid opening in April. After discussions with contractors, Landry recommends option to determine 2020 improvements and package with 2019 improvements to advertise, bid, and award at the end of 2019 for construction in 2020.
- c. Discussion: Clear Creek Crossing Development. Phase 1 construction is approximately 75% complete and currently on hold. Phase 2 partial approved construction began at 40th and Youngfield. Revised plans have been received for review.
- d. Discussion: Development Reviews.
 - Cottages at Rolling Hills. 4/23/19, Approved plans with instruction of owner to contact District for pre-construction requirements.
 - Schmidt Farms. 4/27/19, Executed agreement, funding received, waiting on plans for review.
 - Multi-Family. 5/3/19, Funding sent to ASD; Agreement executed at this meeting, 5/8/19, Comments sent to review.
 - Gas Station. 5/3/19, requested agreement with no response.
- e. Discussion: 811. Carla Sanchez attended and presented at a Special District Meeting. Three major points:
 - Positive Response Requirement
 - District Boundary – informed that boundary can be reduced to a 30' boundary around the main line location versus boundary line. ASD map was updated with 811 on 5/3/2019.
 - New Types of Tickets

4. Agenda Topic: Bookkeeper's Report Presented by President Banks

- a. Discussion: Reporting 11 delinquent accounts.

Jocelyn Hoopes, Jim Landry and Richard Scheurer dismissed 7:58 PM

5. Agenda Topic: President's Report

- a. Discussion: Tom Colchin will be retiring as the Metropolitan Reclamation District representative. The Board will need to appoint a new representative at the June meeting.
- b. Discussion: Jefferson County, appointing Director Leidich and Director Browne as representative contacts for Jefferson County.

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 8:10 pm.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read 'MA', is written in black ink.

Melissa An
Recording Secretary