

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

APPLEWOOD SANITATION DISTRICT FOR MONTH OF

August 12, 2020

The regular meeting of the Board of Directors was convened on the August 12, 2020 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
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
Melissa An, Recording Secretary, RG & Associates, LLC
Christine McRight, Development Director, Evergreen
Nick Miller, Maintenance Director, Rolling Hills Country Club
Eric Barns, Auditor, Fiscal Focus Partners

1. Agenda Topic: Meeting Minutes

- a. Discussion: July Meeting Minutes.
 - i. Board Approval: Motion to approve July 8, 2020 meeting minutes.
 1. Motion: Thompson
 2. Second: Leidich
 3. Vote: All in favor

2. Agenda Topic: Auditor's Report

- a. Discussion: Applewood Sanitation District Audit. An audit was completed and performed by Eric Barns and his team. Barns presented a draft report of the audit review process, ASD financials, and recommendations with opinions.

3. Agenda Topic: Rolling Hills Country Club (RHCC) Private Sewer Main

- a. Discussion: Status of Sanitary Sewer Main Concerns. Miller presented most recent videoing and conditions report for the RHCC private sewer main. They are working with R&D Pipeline to propose a fix for the cracked section of main and will coordinate with RGA for the repair.

4. Agenda Topic: Attorney's Report

- a. Discussion: Amendment to 2019 Budget Resolution for Board Signature.
 - i. Board Approval: Motion to approve Resolution 2020-06 to Amend the 2019 Fiscal Year Budget.
 1. Motion: Thompson
 2. Second: Gerou
 3. Vote: All in favor
- b. Discussion: Delinquent Accounts. Certified Letters for Delinquent Accounts will be sent to Treasure's office for collection in November.

- c. Discussion: Northwest Lakewood Sanitation District (NWLSD) Billing Agreement. NWLSD requests another meeting with the ASD Board for review of the billing agreement.
 - i. Action Item: Scheurer to coordinate and schedule meeting.
- d. Discussion: 15200 W 26th Avenue. No changes.

5. Agenda Topic: Engineer's Report

- a. Discussion: Engineer's Report. Landry predicts overall budget will be at or under for the 2020 year.
- b. Discussion: 2020 Capital Improvement Project. Contract documents have been executed and project will be completed by November 2020.
- c. Discussion: 2020 System Status Report. Landry presented the 2020 Applewood Sanitation District System Status Report and provided copies. Landry reviewed deterioration comparisons and provided recommendations and options for future repair.
- d. Discussion: Clear Creek Crossing Development. Approximately 98% complete for connection to main. McRight provided a brief update on the SCL hospital site and easement coordination with Coors.
- e. Discussion: Intergovernmental Agreement (IGA) with Prospect Park. Russell Newton, attorney for Prospect Park, will provide a draft IGA, concerning the access and maintenance of an easement and trail system, for review by Landry and Scheurer.
- f. Discussion: Development Reviews. Landry presented development review exhibit.
 - Hampton Suites. No change.
 - Gas Station (Kum&Go). Approved. Pre-construction meeting has been scheduled.
 - Foothills Credit Union. No change.
 - Schmidt Farms. No change.
 - 2755 Indiana Street. No change.
 - 15200 W 26th Avenue. No change.

Jocelyn Hoopes, Jim Landry and Richard Scheurer dismissed at 8:41 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: Gerou
 - 3. Vote: All in favor

7. Agenda Topic: President's Report

- b. Discussion: Received Metro Wastewater Reclamation District (MWRD) letter pertaining to Applewood Sanitation District's representative, Steve Potts. Letter outlines representative's activities with MWRD.

There being no further business to come before the Board, the meeting was adjourned at 8:44 pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'MA' with a flourish at the end.

Melissa An
Recording Secretary