

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

APPLEWOOD SANITATION DISTRICT FOR MONTH OF

August 9, 2017

The regular meeting of the Board of Directors was convened on the August 9th, 2017, 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

Roy Banks, Chairman
Chuck Thompson, Treasurer
Thomas Leidich, Director

Others Present

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

Director Browne and Director Epstein were excused from the meeting.

1. Agenda Topic: Meeting Minutes

- a. Discussion: July Meeting Minutes.
 - i. Board Approval: Motion to approve July 12, 2017 meeting minutes.
 1. Motion: Thompson
 2. Second: Leidich
 3. Vote: All in favor

2. Agenda Topic: Attorney's Report:

- a. Discussion: Cabela's Inclusion Agreement.
 - i. Action Item: Scheurer to provide final executed copy.

3. Agenda Topic: Engineer's Report

- a. Discussion: No comments on the supplied meeting documents.
- b. Discussion: District Standards: With several developments coming into the District, Landry recommended that the District should review standards and details and implement updates for developer use. Work will be completed within the approved overall 2017 engineering budget.
- c. Discussion: Rate Analysis: Brief review of scenarios produced by Jocelyn Hoopes (Bookkeeper).
 - i. Action Item: Further review required including entire Board.
- d. Discussion: 3900-4096 Youngfield Street. Liz Foltyn, Property Manager, may add a meter to monitor their irrigation usage and intends to provide the meter readings to ASD for use in billing calculations. Review of Applewood Sanitation District standards of billing for non-residential entities.
 - i. Action Item: Further research and discussion is required to determine effects from the request. Thompson to meet with Liz Foltyn.
- e. Discussion: 2017 Capital Improvement Project (CIP). Project is progressing within schedule and budget. Landry presented pay application to Banks for signature.
- f. Discussion: Clear Creek Crossing. Landry met with developer's engineers. RGA is currently reviewing proposed alignments for the relocation of main lines. The developers are

asking the District to approve sanitary sewer plans before approval of roadway or storm sewer plans. Landry explained to mitigate risk of the District, RGA is requesting the developer sign an indemnification agreement.

- i. Action Item: Continue working with the developer's engineer to ensure there are not negative impacts to the entire system.
- g. Discussion: Immigrants Challenge: Review of inclusion fees of neighboring Districts and if an increase is warranted. Current inclusion fee will not be changed for this development. Future developments will be evaluated on a case by case basis.

4. Agenda Topic: Website

- a. Discussion Topic. No comments on updates.

5. Agenda topic: Metro Wastewater Reclamation District (MWRD)

- a. Discussion Topic: Chairman Banks dispersed 2018 Rate Increases documents from MWRD.
- b. Discussion Topic: Landry met with the new Governmental/Public Utility Programs Administrator, Aleah Menefee.

6. Agenda Topic: Treasurer's Report

- a. Discussion: Bills to be Paid: The following checks are presented for payment:

• Chk# 2568	Scheurer and Assoc.	\$ 1,526.00 – Legal Fees
• Chk# 2569	RG and Assoc.	\$ 14,774.03 – Engineering Fees
• Chk# 2570	UNCC	\$ 85.26 – Sewer Locates
• Chk# 2571	Century Link	\$ 85.26 – Telephone
• Chk# 2572	Melissa An	\$ 150.00 – Secretarial
• Chk# 2573	LeRoy Banks	\$ 92.35 – Director Fee
• Chk# 2574	William Thompson	\$ 92.35 – Director Fee
• Chk# 2575	Scott Epstein	\$ 92.35 – Director Fee
• Chk# 2576	Claudia Browne	\$ 92.35 – Director Fee
• Chk# 2577	Thomas Leidich	\$ 92.35 – Director Fee
• Chk# 2578	Jocelyn Hoopes	\$ 333.00 – Bookkeeping
• Chk# 2579	Insituform Tech	\$ 40,506.10 – 2017 CIP
• Chk# 2580	Denver Metro	\$ 52,671.75 – Quarterly Fee

- i. Board Approval:

1. Motion: Banks
2. Second: Leidich
3. Vote: All in favor

There being no further business to come before the Board, the meeting was adjourned at 8:35 pm.

Respectfully submitted,



Melissa An
Recording Secretary