

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

APPLEWOOD SANITATION DISTRICT FOR MONTH OF

September 12, 2018

The regular meeting of the Board of Directors was convened on the September 12, 2018 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
Thomas Leidich, Director
Claudia Browne, 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: August Meeting Minutes.
 - i. Board Approval: Motion to approve August 8, 2018 meeting minutes.
 1. Motion: Thompson
 2. Second: Leidich
 3. Vote: All in favor

2. Agenda Topic: Attorney's Report

- a. Discussion: Budget Committee. Draft will be presented at the October Board Meeting.
- b. Discussion: Clear Creek Crossing. Discussing the appropriate acreage to use for inclusion fee with Developer.

3. Agenda Topic: Engineer's Report

- a. Discussion: Engineer's Report. No comments.
- b. Discussion: Budget Tracking Spreadsheet. Landry presented updated tracking exhibit.
- c. Discussion: Metro Wastewater Reclamation District 2019 Annual Projection. Landry presented annual projection for budget.
- d. Discussion: 2018 Capital Improvement Projects (CIP). Finalizing minor punchlist items.
- e. Discussion: 2018 Jefferson County Milling and Overlay. On behalf of the District, RGA has a representative following the operations to ensure manholes are accessible and aren't paved over.
- f. Discussion: Clear Creek Crossing. Confirmed receipt of additional funds. Items needed for plan approval provided to Developer.
- g. Discussion: 70 West Business Center. Provided inclusion only agreement.
- h. Discussion: Sanitary Sewer Service Fee. No changes.
 - i. Action Item: Update rate exhibit for 2019.
- i. Discussion: Medical Facility. Landry provided documentation, resources from Metro Waste Water Reclamation District, including checklist.
 - i. Action Item: Landry to research monitoring.

- j. Discussion: Exhibit A, Agreement for Extension of Sanitary Sewer Main. Minor updates and modification to language.
- k. Discussion: Cottages at Rolling Hills. Waiting for response on comment letter.
- l. Discussion: Rolling Hills Country Club (RHCC). Landry explaining private line. Informed Board of grease coming from private line.
 - i. Action Item: Landry to develop letter to RHCC requesting they clean and video the private line.

Jim Landry and Richard Scheurer dismissed at 8:17 PM

4. Agenda Topic: Treasurer's Report

- a. Discussion: Network Solutions. Explanation of renewal bill for website.
- b. Discussion: Bills to be Paid: The following checks are presented for payment:
 - Chk# 3241 Scheurer & Assoc. \$ 2,734.13 – Legal Fees
 - Chk# 3242 RG & Assoc. \$ 24,362.25 – Engineering Fees
 - Chk# 3243 UNCC \$ 92.35 – Director Fee
 - Chk# 3244 Century Link \$ 92.35 – Director Fee
 - Chk# 3245 LeRoy Banks \$ 92.35 – Director Fee
 - Chk# 3246 William Thompson \$ 92.35 – Director Fee
 - Chk# 3247 Scott Epstein \$ 92.35 – Director Fee
 - Chk# 3248 Jocelyn Hoopes \$ 401.75 – Bookkeeper
- i. Board Approval:
 - 1. Motion: Thompson
 - 2. Second: Browne
 - 3. Vote: All in favor

There being no further business to come before the Board, the meeting was adjourned at 8:19 pm.

Respectfully submitted,



Melissa An
Recording Secretary