

# NORTHWEST LAKEWOOD SANITATION DISTRICT

141 Union Boulevard, Suite 150  
Lakewood, Colorado 80228-1898  
Tel: 303-987-0835 • 800-741-3254  
Fax: 303-987-2032

## NOTICE OF REGULAR MEETING AND AGENDA OF THE BOARD OF DIRECTORS OF THE DISTRICT AND OF THE WASTE WATER UTILITY ENTERPRISE

<u>Board of Directors:</u>	<u>Office:</u>	<u>Term/Expiration:</u>
Gregory A. “Greg” Fabisiak	President	2023/May 2023
Catherine “CiCi” Kesler	Vice President/Treasurer	2023/May 2023
James D. “Jim” Zimmerman	Secretary	2025/May 2025
Anthony M. Dursey	Assistant Secretary	2025/May 2025
George C. Davenport	Assistant Secretary	2025/May 2025

**DATE:** November 23, 2022  
**TIME:** 12:00 P.M.  
**PLACE:** Martin/Martin  
12499 W Colfax Avenue  
Lakewood, Colorado

**and virtually via Teams:**  
Meeting ID: 265 833 423 306  
Passcode: 9Rjev3  
Or by dialing 303-731-8587  
ID: 9358034#

### I. ADMINISTRATIVE MATTERS

- A. Review and approve Minutes of the October 26, 2022 regular meeting (to be distributed).
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- B. Consider regular meeting dates for 2023. Proposed meeting dates are on the 4<sup>th</sup> Wednesday of every month at 4:00 p.m. via Zoom.
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- C. Discuss §32-1-809, C.R.S. reporting requirements and mode of eligible elector notification for 2023 (2022 was posted on the SDA Website and District Website).
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### II. PUBLIC COMMENT

- A. \_\_\_\_\_

III. FINANCIAL MATTERS

- A. Review and approve the payment of claims through the period ending November 14, 2022 as follows (enclosure):

General Fund	\$ 27,887.00
Enterprise Fund	\$ <u>33,773.77</u>
<b>Total:</b>	<b>\$ <u>61,660.77</u></b>

and accept the schedule of cash position as of October 31, 2022 (to be distributed); and the unaudited financial statements for the period ending October 31, 2022; and a report on collections for the facilities renovation fees, grease trap inspection fee collections, commercial billing and any other fees imposed and collected by the District (to be distributed).

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- B. Consider engagement of Schilling & Company, Inc. to perform the 2022 Audit for an amount not to exceed \$\_\_\_\_\_.
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- C. Conduct Public Hearing to consider Amendment to 2022 Budget and if necessary, consider adoption of Resolution to Amend the 2022 Budget and Appropriate Expenditures.
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- D. Conduct Public Hearing on the proposed 2023 Budget and consider adoption of Resolutions to Adopt the 2023 Budget, Appropriate Sums of Money and Set Mill Levies (for General Fund \_\_\_\_, Debt Service Fund \_\_\_\_ and Other Fund(s) \_\_\_\_\_) (enclosures – preliminary assessed valuation and resolutions (to be distributed - draft 2023 Budget).
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- E. Consider authorizing the District Accountant to prepare and sign the DLG-70 Mill Levy Certification form for certification to the Board of County Commissioners and other interested parties.
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IV. LEGAL MATTERS

- A. Discuss status of November 2022 Election.
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- B. Status of Reciprocal Agreement with Westridge Sanitation.
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- C. Update on 11324 West 38<sup>th</sup> Avenue – Amy Osborne.
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- D. Discuss May 2, 2023 Regular Directors’ election regarding new legislative requirements and related expenses for same. Consider adoption of Resolution No. 2022-11-\_\_\_\_; Resolution Calling a Regular Election for Directors on May 2, 2023, appointing the Designated Election Official (“DEO”), and authorizing the DEO to perform all tasks required for the conduct of mail ballot election (enclosure). Self-Nomination forms are due by February 24, 2023. Discuss the need for ballot issues and/or questions.
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V. OPERATIONS MATTERS

- A. Operations Monthly Report (enclosure).

1. \_\_\_\_\_

- B. Engineer’s Report (enclosure).

1. Status of 2023 Capital Improvements.

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VI. OTHER BUSINESS

- A. Metro Water Recovery Update.
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- B. Website update.
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- C. Discuss cancelling December 28, 2022 meeting.
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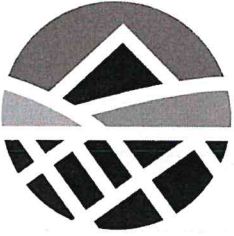
VII. ADJOURNMENT **THE NEXT REGULAR MEETING IS SCHEDULED FOR DECEMBER 28, 2022.**

Check No and Date	Payee	Invoice No	GL Account Title	GL Acct	Amount	Total
2635						
11/14/2022	Andrew Karaffa	11092022	Transfer Service Fee	4-570	700.00	700.00
Total 2635:						700.00
2636						
11/14/2022	Anna Marie Francis	11092022	Transfer Service Fee	4-570	100.00	100.00
Total 2636:						100.00
2637						
11/14/2022	Apro, LLC dba United Pacific #00	11092022	Transfer Service Fee	4-570	1,108.27	1,108.27
Total 2637:						1,108.27
2638						
11/14/2022	Brittany Rothe	11092022	Transfer Service Fee	4-570	100.00	100.00
Total 2638:						100.00
2639						
11/14/2022	Collins Cole Flynn Winn & Ulmer,	2721	Legal	1-675	2,837.00	2,837.00
Total 2639:						2,837.00
2640						
11/14/2022	Consolidated Mutual Water Co	3174-01 11/2022	Utilities	4-765	23.40	23.40
11/14/2022	Consolidated Mutual Water Co	7313	Repairs & Maintenance-L	4-740	280.00	280.00
Total 2640:						303.40
2641						
11/14/2022	CRL Associates	33240	Consultant	1-619	10,000.00	10,000.00
Total 2641:						10,000.00
2642						
11/14/2022	Edward Espinosa	11092022	Transfer Service Fee	4-570	50.00	50.00
Total 2642:						50.00
2643						
11/14/2022	Frankland, Walter	NOV. 2022	Website	1-677	100.00	100.00
Total 2643:						100.00
2644						
11/14/2022	Jack Rudney	11092022	Transfer Service Fee	4-570	150.00	150.00
Total 2644:						150.00
2645						
11/14/2022	Jennifer Dellaport	11092022	Transfer Service Fee	4-570	50.00	50.00
Total 2645:						50.00
2646						
11/14/2022	Karen Steggs	REFUND-11/2022	Miscellaneous Expenses	4-685	57.00	57.00

Check No and Date	Payee	Invoice No	GL Account Title	GL Acct	Amount	Total
<b>Total 2646:</b>						<b>57.00</b>
<b>2647</b>						
11/14/2022	Marcia & Robert Wooley	11092022	Transfer Service Fee	4-570	100.00	100.00
<b>Total 2647:</b>						<b>100.00</b>
<b>2648</b>						
11/14/2022	Martin/Martin	17.0638-00228	Sewer Lines/Eng./Observ.	4-810	1,037.69	1,037.69
11/14/2022	Martin/Martin	17.0638-00229	2022 CIP	4-884	2,232.50	2,232.50
11/14/2022	Martin/Martin	17.0638-00230	Sewer Lines/Eng./Observ.	4-810	8,883.75	8,883.75
11/14/2022	Martin/Martin	17.0638-00231	2021 CIP	4-883	235.00	235.00
<b>Total 2648:</b>						<b>12,388.94</b>
<b>2649</b>						
11/14/2022	Mary Elizabeth Walker	11092022	Transfer Service Fee	4-570	50.00	50.00
<b>Total 2649:</b>						<b>50.00</b>
<b>2650</b>						
11/14/2022	Ramey Enviromental Compliance	24737	COS-Locates	4-742	4,051.50	4,051.50
11/14/2022	Ramey Enviromental Compliance	24737	COS-Collection System	4-746	6,557.73	6,557.73
11/14/2022	Ramey Enviromental Compliance	24737	COS-Emergency Service	4-748	383.55	383.55
11/14/2022	Ramey Enviromental Compliance	24737	COS-Maintenance	4-749	7,231.58	7,231.58
<b>Total 2650:</b>						<b>18,224.36</b>
<b>2651</b>						
11/14/2022	Special Dist Management Serv	10/2022	Office Supplies	1-690	1,033.60	1,033.60
11/14/2022	Special Dist Management Serv	10/2022	Election and Publication	1-635	1,509.60	1,509.60
11/14/2022	Special Dist Management Serv	10/2022	Accounting	1-612	1,628.00	1,628.00
11/14/2022	Special Dist Management Serv	10/2022	Billing	1-616	5,880.00	5,880.00
11/14/2022	Special Dist Management Serv	10/2022	Administration	1-614	4,898.80	4,898.80
<b>Total 2651:</b>						<b>14,950.00</b>
<b>2652</b>						
11/14/2022	Thomas Schoenborn	11092022	Transfer Service Fee	4-570	150.00	150.00
<b>Total 2652:</b>						<b>150.00</b>
<b>2653</b>						
11/14/2022	UNCC	222101010	Repairs & Maintenance-L	4-740	241.80	241.80
<b>Total 2653:</b>						<b>241.80</b>
<b>Grand Totals:</b>						<b>61,660.77</b>

**Northwest Lakewood Sanitation District**  
**November-22**

	<b>General</b>	<b>Enterprise</b>	<b>Totals</b>
<b>Disbursements</b>	<b>\$ 27,887.00</b>	<b>\$ 33,773.77</b>	<b>\$ 61,660.77</b>
<b>Payroll</b>			\$ -
			\$ -
<b>Payroll Taxes (Quarterly)</b>	<b>\$ -</b>		<b>\$ -</b>
<b>Direct Pay -- Consolidated Mutual Water</b>	<b>\$ -</b>		<b>\$ -</b>
<b>Total Disbursements from Checking Account</b>	<b>\$ 27,887.00</b>	<b>\$ 33,773.77</b>	<b>\$ 61,660.77</b>



**SCOT KERSGAARD**

Assessor

OFFICE OF THE ASSESSOR  
100 Jefferson County Parkway  
Golden, CO 80419-2500  
Phone: 303-271-8600  
Fax: 303-271-8616

Website: <http://assessor.jeffco.us>  
E-mail Address: [assessor@jeffco.us](mailto:assessor@jeffco.us)

August 25, 2022

N W LAKEWOOD SAN DIST  
JAMES STEVEN BECK  
141 UNION BLVD 150  
LAKEWOOD CO 80228

Code # 4720

### CERTIFICATION OF VALUATION

The Jefferson County Assessor reports a taxable assessed valuation for your taxing entity for 2022 of:

**\$267,436,706**

The breakdown of the taxable valuation of your property is enclosed.

As further required by CRS 39-5-128(1), you are hereby notified to officially certify your levy to the Board of County Commissioners no later than December 15.

CRS 39-1-111(5) requires that this office transmit a notification by December 10 of any changes to valuation made after the original certification.

**SCOT KERSGAARD**  
Jefferson County Assessor

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## CERTIFICATION OF VALUATION BY JEFFERSON COUNTY ASSESSOR

New Tax Entity  YES  NO

Date: August 25, 2022

**NAME OF TAX ENTITY:** N W LAKEWOOD SAN DIST

**USE FOR STATUTORY PROPERTY TAX REVENUE LIMIT CALCULATION ("5.5%" LIMIT) ONLY**

IN ACCORDANCE WITH 39-5-121(2)(a) AND 39-5-128(1), C.R.S., AND NO LATER THAN AUGUST 25, THE ASSESSOR CERTIFIES THE TOTAL VALUATION FOR ASSESSMENT FOR THE TAXABLE YEAR 2022:

1. PREVIOUS YEAR'S NET TOTAL TAXABLE ASSESSED VALUATION:	1.	\$	273,032,512
2. CURRENT YEAR'S GROSS TOTAL TAXABLE ASSESSED VALUATION: †	2.	\$	267,436,706
3. LESS TOTAL TIF AREA INCREMENTS, IF ANY:	3.	\$	1,996,465
4. CURRENT YEAR'S NET TOTAL TAXABLE ASSESSED VALUATION:	4.	\$	265,440,241
5. NEW CONSTRUCTION: *	5.	\$	559,297
6. INCREASED PRODUCTION OF PRODUCING MINE: ≈	6.	\$	0
7. ANNEXATIONS/INCLUSIONS:	7.	\$	0
8. PREVIOUSLY EXEMPT FEDERAL PROPERTY: ≈	8.	\$	0
9. NEW PRIMARY OIL OR GAS PRODUCTION FROM ANY PRODUCING OIL AND GAS LEASEHOLD OR LAND (29-1-301(1)(b), C.R.S.): ϕ	9.	\$	0
10. TAXES RECEIVED LAST YEAR ON OMITTED PROPERTY AS OF AUG. 1 (29-1-301(1)(A), C.R.S.). Includes all revenue collected on valuation not previously certified:	10.	\$	0
11. TAXES ABATED AND REFUNDED AS OF AUG. 1 (29-1-301(1)(a), C.R.S.) and (39-10-114(1)(a)(I)(B), C.R.S.):	11.	\$	10,422

- † This value reflects personal property exemptions IF enacted by the jurisdiction as authorized by Art. X, Sec 20(8)(b), Colo. Constitution
- \* New construction is defined as: Taxable real property structures and the personal property connected with the structure.
- ≈ Jurisdiction must submit to the Division of Local Government respective Certifications of Impact in order for the values to be treated as growth in the limit calculation; use Forms DLG 52 & 52A.
- ϕ Jurisdiction must apply to the Division of Local Government before the value can be treated as growth in the limit calculation; use Form DLG 52B.

**USE FOR TABOR "LOCAL GROWTH" CALCULATION ONLY**

IN ACCORDANCE WITH ART X, SEC.20, COLO. CONSTITUTION AND 39-5-121(2)(b), C.R.S., THE ASSESSOR CERTIFIES THE TOTAL ACTUAL VALUATION FOR THE TAXABLE YEAR 2022:

1. CURRENT YEAR'S TOTAL ACTUAL VALUE OF ALL REAL PROPERTY: ¶	1.	\$	2,865,783,918
<b>ADDITIONS TO TAXABLE REAL PROPERTY</b>			
2. CONSTRUCTION OF TAXABLE REAL PROPERTY IMPROVEMENTS:	2.	\$	8,059,283
3. ANNEXATIONS/INCLUSIONS:	3.	\$	0
4. INCREASED MINING PRODUCTION: §	4.	\$	0
5. PREVIOUSLY EXEMPT PROPERTY:	5.	\$	531,316
6. OIL OR GAS PRODUCTION FROM A NEW WELL:	6.	\$	0
7. TAXABLE REAL PROPERTY OMITTED FROM THE PREVIOUS YEAR'S TAX WARRANT: (If land and/or a structure is picked up as omitted property for multiple years, only the most current year's actual value can be reported as omitted property.):	7.	\$	0

**DELETIONS FROM TAXABLE REAL PROPERTY**

8. DESTRUCTION OF TAXABLE REAL PROPERTY IMPROVEMENTS:	8.	\$	469,062
9. DISCONNECTIONS/EXCLUSIONS:	9.	\$	0
10. PREVIOUSLY TAXABLE PROPERTY:	10.	\$	0

- ¶ This includes the actual value of all taxable real property plus the actual value of religious, private school, and charitable real property.
- \* Construction is defined as newly constructed taxable real property structures.
- § Includes production from new mines and increases in production of existing producing mines.

IN ACCORDANCE WITH 39-5-128(1), C.R.S., AND NO LATER THAN AUGUST 25, THE ASSESSOR CERTIFIES TO SCHOOL DISTRICTS:

1. TOTAL ACTUAL VALUE OF ALL TAXABLE PROPERTY	1.	\$	2,906,439,754
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IN ACCORDANCE WITH 39-5-128(1.5), C.R.S., THE ASSESSOR PROVIDES:

HB21-1312 VALUE OF EXEMPT BUSINESS PERSONAL PROPERTY (ESTIMATED): **		\$	471,746
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\*\* The tax revenue lost due to this exempted value will be reimbursed to the tax entity by the County Treasurer in accordance with 39-3-119.5(3), C.R.S.

NOTE: ALL LEVIES MUST BE CERTIFIED TO THE COUNTY COMMISSIONERS NO LATER THAN DECEMBER 15.



**TO ALL TAXING JURISDICTIONS:**

Pursuant to section 39-5-128, you are hereby notified that, as the clerk of a municipality or secretary of a special district, you must officially certify your agency's 2023 mill levy with Jefferson County. To ensure your agency meets the statutory deadline of December 16<sup>th</sup>, **your agency's certification must be submitted via email to [MillLevyCertify@jeffco.us](mailto:MillLevyCertify@jeffco.us) on or before Friday, December 9<sup>th</sup>, 2022.** Submissions will not be accepted in-person or via postal delivery.

Please remember that prior to submitting your agency's mill levy for certification, you are required by statute to formally adopt your annual budget. The necessary forms, along with instructions as to completion, are provided by the Colorado Division of Local Government (DOLA) and can be found on their website ([www.dola.state.co.us](http://www.dola.state.co.us)). Using these forms will expedite the process to ensure that your agency's mill levy is certified in time for the billing of property taxes in 2023 by the Jefferson County Treasurer's office. **As an added safeguard to ensure accurate mill levies are certified, resolution(s) authorizing mill levy amounts must be included with your submission.**

Each taxing authority is responsible for ensuring that the mill levy submitted for certification complies with all applicable state statutes. You are encouraged to utilize the resources made available by DOLA to gain a thorough understanding of the statutes that apply to your agency.

The statutory "5.5% Property Tax Revenue Limit," also known as the "Annual Levy Law" (Section 29-1-301, et seq., C.R.S.), applies to most statutory local governments that levy property taxes, and it restricts the amount of property tax revenue that may be collected each year. This does not apply to home-rule entities unless their charters specify this limit. The local government's limit is calculated by using the information on the Certification of Valuation (CV) sent by the County Assessor each year.

Your agency may also be subject to the provisions specified under Article X, Section 20 of the Colorado State Constitution (Taxpayer's Bill of Rights Amendment). Each agency will be mailed a worksheet prepared by DOLA that shows their calculation for the agency's "5.5% limit." For other worksheets and additional guidance, please refer to DOLA's website or contact their staff at any time for assistance.

The county is required by law to certify the mill levies for all taxing authorities located within its boundaries. We ask for your help in ensuring that your mill levy information is both accurate and timely so that we can efficiently begin compiling the mill levy information.

If your district will not levy property taxes, we ask that you notify the county in writing of this intent. Failure to submit the required information by the established statutory deadline may result in a delay in the billing of your entity's property taxes.

Please submit your mill levy certification and resolution no later than December 9<sup>th</sup>, 2022 via e-mail to [MillLevyCertify@jeffco.us](mailto:MillLevyCertify@jeffco.us). To ensure reliable and timely delivery and processing of certifications, **submissions will not be accepted in-person or via postal delivery.**

Please contact the Jefferson County Assessor's Office at 303-271-8628 for valuation or district information questions, or the Strategy, Planning & Analysis Division at 303-271-8507 for submission procedure questions.



**RESOLUTION NO. 2022-11-01**

**NORTHWEST LAKEWOOD SANITATION DISTRICT  
JEFFERSON COUNTY, COLORADO**

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**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NORTHWEST  
LAKEWOOD SANITATION DISTRICT TO ADOPT THE 2023 BUDGET AND  
APPROPRIATE SUMS OF MONEY**

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**WHEREAS**, the Board of Directors of the Northwest Lakewood Sanitation District (“District”) has appointed the District Accountant to prepare and submit a proposed 2023 budget to the Board at the proper time; and

**WHEREAS**, the District Accountant has submitted a proposed budget to this Board on or before October 15, 2022, for its consideration; and

**WHEREAS**, upon due and proper notice, published or posted in accordance with the law, said proposed budget was open for inspection by the public at a designated place, a public hearing was held on November 23, 2022, and interested electors were given the opportunity to file or register any objections to said proposed budget; and

**WHEREAS**, the budget has been prepared to comply with all terms, limitations and exemptions, including, but not limited to, reserve transfers and expenditure exemptions, under Article X, Section 20 of the Colorado Constitution (“TABOR”) and other laws or obligations which are applicable to or binding upon the District; and

**WHEREAS**, whatever increases may have been made in the expenditures, like increases were added to the revenues so that the budget remains in balance, as required by law; and

**WHEREAS**, the Board of Directors of the District has made provisions therein for revenues in an amount equal to or greater than the total proposed expenditures as set forth in said budget; and

**WHEREAS**, it is not only required by law, but also necessary to appropriate the revenues provided in the budget to and for the purposes described below, as more fully set forth in the budget, including any interfund transfers listed therein, so as not to impair the operations of the District.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Northwest Lakewood Sanitation District:

**Section 1.** That the estimated expenditures for each fund for the calendar year beginning on the first day of January 2023, and ending on the last day of December 2023 are as follows:

General Fund	\$ 1,690,378
Enterprise Fund	<u>\$ 3,813,515</u>
<b>Total Expenditures and Transfers</b>	<b>\$ 5,503,893</b>

**Section 2.** That the estimated revenues for the District’s Funds for the calendar year beginning on the first day of January 2023 and ending on the last day of December 2023 are as follows:

General Fund	
From 2022 year-end fund balance	\$ 945,433
From sources other than general property tax	\$ 138,000
From the general property tax revenue	<u>\$ 1,554,153</u>
<b>Total General Fund</b>	<b>\$ 2,637,586</b>

Enterprise Fund	
From 2022 year-end fund balance	\$11,300,775
From sources other than general property tax	<u>\$ 3,207,410</u>
<b>Total Enterprise Fund</b>	<b>\$14,508,185</b>

<b>Total Revenue and Transfers – General and Enterprise Funds</b>	<b>\$17,145,771</b>
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**Section 3.** That the budget as submitted, amended, and summarized by fund, hereby is approved and adopted as the budget of the Northwest Lakewood Sanitation District for the 2023 fiscal year.

**Section 4.** That the budget, as hereby approved and adopted, shall be certified by the Secretary of the District to all appropriate agencies and is made a part of the public records of the District.

**Section 5.** That the following sums are hereby appropriated from the General Fund and Enterprise Fund revenue for the purposes stated in the budget:

General Fund	\$ 1,690,378
Enterprise Fund	<u>\$ 3,813,515</u>
<b>Total Appropriation</b>	<b>\$ 5,503,893</b>

**ADOPTED** this 24<sup>th</sup> day of November, 2022.

**NORTHWEST LAKEWOOD SANITATION  
DISTRICT**

By: \_\_\_\_\_  
Gregory A. Fabisiak, President

**Attest:**

\_\_\_\_\_  
James D. Zimmerman, Secretary

**CERTIFICATION OF BUDGET**

TO: Division of Local Government  
Department of Local Affairs  
1313 Sherman Street, Room 520  
Denver, Colorado 80203

I, James D. Zimmerman, hereby certify that I am the duly appointed Secretary of the Northwest Lakewood Sanitation District, and that the attached is a true and correct copy of the budget for the budget year 2023, duly adopted at a meeting of the Board of Directors of the Northwest Lakewood Sanitation District held on November 23, 2022.

By: \_\_\_\_\_  
James D. Zimmerman, Secretary

**RESOLUTION NO. 2022-11-02**

**NORTHWEST LAKEWOOD SANITATION DISTRICT  
JEFFERSON COUNTY, COLORADO**

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**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NORTHWEST  
LAKEWOOD SANITATION DISTRICT TO SET MILL LEVIES**

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**WHEREAS**, the Board of Directors of the Northwest Lakewood Sanitation District (“District”) has adopted the 2023 annual budget in accordance with the Local Government Budget Law on November 23, 2022; and

**WHEREAS**, the amount of money necessary to balance the budget for general operating purposes from property tax revenues is \$1,554,153; and

**WHEREAS**, the 2022 valuation for assessment for the Northwest Lakewood Sanitation District as certified by the County Assessor of Jefferson County is \$265,440,241; and

**WHEREAS**, the amount of money necessary to balance the budget for debt service fund expenses from property tax revenue is identified in the budget.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Northwest Lakewood Sanitation District:

**Section 1.** That for the purpose of meeting all general fund expenses of the District during the 2023 Budget year, there is hereby levied a tax of 5.855 mills (7.696, less a temporary mill levy reduction of 1.841 mills) upon each dollar of the total valuation for assessment of all taxable property within the District to raise \$1,554,153 in revenue.

**Section 2.** That the District has no outstanding general obligation bonds and, accordingly shall not certify a mill levy for the purpose of meeting debt service requirements during the 2023 budget year.

**Section 3.** That the District Accountant of the District is hereby authorized and directed to immediately certify to the County Commissioners of the Jefferson County, Colorado, the mill levies for the District as set forth in the District’s Certification of Tax Levies (attached hereto as Exhibit A and incorporated herein by reference), recalculated as needed upon receipt of the final certification of valuation from the County Assessor in order to comply with any applicable revenue and other budgetary limits.

**ADOPTED** this 23<sup>rd</sup> day of November, 2022.

**NORTHWEST LAKEWOOD  
SANITATION DISTRICT**

By: \_\_\_\_\_  
Gregory A. Fabisiak, President

Attest:

\_\_\_\_\_  
James D. Zimmerman, Secretary



**EXHIBIT A**  
**CERTIFICATION OF TAX LEVIES**

**RESOLUTION NO. 2022-11-03**

**NORTHWEST LAKEWOOD SANITATION DISTRICT**

**JEFFERSON COUNTY, COLORADO**

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**A RESOLUTION CALLING FOR THE 2023 REGULAR DISTRICT ELECTION  
AND APPOINTING A DESIGNATED ELECTION OFFICIAL**

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**WHEREAS**, the Northwest Lakewood Sanitation District (the “**District**”) is a quasi-municipal corporation and political subdivision of the State of Colorado and a duly organized and existing special district pursuant to Title 32, Article 1, C.R.S.; and

**WHEREAS**, the terms of office of Directors Gregory A. Fabisiak and Catherine Kesler shall expire after their successors are elected at the regular special district election to be held on May 2, 2023 (the “**Election**”) and have taken office; and

**WHEREAS**, in accordance with the provisions of the Special District Act (the “**Act**”) and the Colorado Local Government Election Code (the “**Code**”) (the Act and the Code being referred to jointly as the “**Election Laws**”), the Election must be conducted to elect two (2) Directors to serve for a term of four (4) years.

**NOW, THEREFORE**, be it resolved by the Board of Directors of the Northwest Lakewood Sanitation District in the County of Jefferson, State of Colorado that:

1. The regular election of the eligible electors of the District shall be held on May 2, 2023, between the hours of 7:00 a.m. and 7:00 p.m. pursuant to and in accordance with the Election Laws, and other applicable laws. At that time, two (2) Directors will be elected to serve a four-year term.

2. There shall be one election precinct for the convenience of the eligible electors of the District, the boundaries of which shall be identical to the boundaries of the District, and there shall be one (1) polling place at the following location:

Special District Management Services  
141 Union Boulevard, Suite 150  
Lakewood, Colorado 80228-1898

This polling place shall also be for disabled electors and for eligible electors not residing within the District. If the Designated Election Official deems it to be more expedient for the convenience of the eligible electors of the District (who are also eligible electors in other special districts with overlapping boundaries which are conducting elections on the

Election day), the Election may be held jointly with such special districts in accordance with coordinated election procedures as set forth in an agreement between all participating special districts. In such event, the election precincts and polling places shall be as set forth in such agreement. The Designated Election Official is authorized to execute such agreement on behalf of the District, which agreement shall include provisions for the allocation of responsibilities for the conduct and reasonable sharing of costs of the coordinated Election.

3. The Board of Directors hereby designates Steve Beck as the Designated Election Official for the conduct of the Election on behalf of the District and he is hereby authorized and directed to proceed with any action necessary or appropriate to effectuate the provisions of this Resolution and of the Election Laws or other applicable laws. Among other matters, the Designated Election Official shall provide the call for nominations, appoint election judges as necessary, appoint the Canvass Board, arrange for the required notices of election, printing of ballots, and direct that all other appropriate actions be accomplished.

4. Self-Nomination and Acceptance forms are available from the Designated Election Official at Special District Management Services, 141 Union Boulevard, Suite 150, Lakewood, Colorado 80228-1898. All candidates must file a Self-Nomination and Acceptance form with the Designated Election Official no earlier than January 1, 2023, nor later than the close of business on Friday, February 24, 2023.

5. If the only matter before the electors is the election of Directors of the District and if, at the close of business on February 28, 2023, there are not more candidates than offices to be filled at the Election, including candidates timely filing affidavits of intent no later than February 27, 2023, the Designated Election Official shall cancel the Election and declare the candidates elected. Notice of such cancellation shall be published and posted in accordance with the Code.

6. If any part or provision of this Resolution is adjudged to be unenforceable or invalid, such judgment shall not affect, impair or invalidate the remaining provisions of this Resolution, it being the Board's intention that the various provisions hereof are severable.

7. Any and all actions previously taken by the Designated Election Official, the Secretary of the Board of Directors, or any other persons acting on their behalf pursuant to the Election Laws or other applicable laws, are hereby ratified and confirmed.

8. All acts, orders, and resolutions, or parts thereof, of the Board which are inconsistent or in conflict with this Resolution are hereby repealed to the extent only of such inconsistency or conflict.

9. The provisions of this Resolution shall take effect immediately.

ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 202\_\_.

NORTHWEST LAKEWOOD SANITATION  
DISTRICT

By \_\_\_\_\_  
Gregory A. Fabisiak, President

ATTEST:

By \_\_\_\_\_  
James D. Zimmerman, Secretary



## **Northwest Lakewood Sanitation District**

### **Monthly Report**

**October 1-31, 2022**

Sat	10/1	Responded via phone, outside of normal business hours, to 1 emergency locate for a sewer service repair at 3710 Miller St.
Mon	10/3	Responded onsite outside of normal business hours to 1 emergency locate for an H2O main repair at 2020 Lewis St.
Tues	10/4	Performed a tap replacement inspection at 11461 W. 29 <sup>th</sup> Ave.
Wed	10/5	Performed 1 tap replacement inspection at 1210 Zang St. Responded onsite during normal business hours to 1 emergency locate for an H2O main repair at 2220 Lewis St. Performed 1 bore meet locate.
Mon	10/10	Performed 1 tap replacement inspection at 11880 W. 31 <sup>st</sup> Pl.
Tues	10/11	Performed 1 tap replacement inspection at 3087 Routt Cir. Performed 1 bore meet locate.
Wed	10/12	Performed 1 tap replacement inspection at 2105 Miller St. Performed 3 locates. Performed 1 bore meet locate.
Fri	10/14	Performed 3 locates. Performed 1 bore meet locate.
Tues	10/18	Performed 1 tap replacement inspection at 1045 Zang St.
Thurs	10/20	Performed 1 bore meet locate.
Tues	10/25	Performed root removal from manhole at Colfax Ave. & Youngfield St. Performed 1 locate.
Fri	10/28	Performed 1 bore meet locate.
Sat	10/29	Responded on site to 2 emergency locates for gas main repair and gas service replace, both for 10151 W. 26 <sup>th</sup> Ave.
Mon	10/31	Performed 1 locate.

### Task #3 - Maintenance Services

	Projected 2022 Footage	YTD Actual 2022 Footage	Current Monthly 2022 Footage	YTD Percentage 2022
	<b>Zone A</b>			
<b>Jetting</b>				
14" or Less		102,334.0	2,863.0	
15 or More"		4,130.0	336.0	
Easement		712.0		
<b>Total Jetting</b>	<b>112,098.0</b>	<b>107,176.0</b>	<b>3,199.0</b>	<b>96%</b>
<b>Televising</b>				
14" or Less				
15 or More"				
<b>Total Televising</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0%</b>
<b>Accelerated Maintenance</b>				
Non-Routine Jetting		2,240.0		
Non-Routine Televising		1,174.0		
Hot Spot Jetting		16,454.0	2,188.0	0%
Hot Spot Televising		18,233.7	1,239.6	0%
Accelerated Jetting		3,205.0		0%
Annual Root Televising		9,961.3	945.4	0%
Annual Root Cut		9,549.0	1,030.0	0%
Annual Mineral Cleaning		5,558.0	1,136.0	0%
Annual Mineral Televising		8,972.7	2,908.1	0%
<b>Total Accelerated Maintenance</b>	<b>0.0</b>	<b>75,347.7</b>	<b>9,447.1</b>	<b>0%</b>
<b>Total Length of Cleaning</b>	<b>112,098.0</b>	<b>141,942.0</b>	<b>5,365.0</b>	<b>127%</b>
<b>Total Length of Televising</b>	<b>0.0</b>	<b>38,341.7</b>	<b>5,093.1</b>	<b>0%</b>
<b>Total Task #3</b>	<b>112,098.0</b>	<b>255,631.4</b>	<b>19,905.2</b>	<b>228%</b>

**Northwest Lakewood Sanitation District**  
**Summary for October 1-31, 2022**

**October 1, 2022**  
**3710 Miller St.**  
**Emergency Locate**

On Saturday, October 1, 2022, at 9:15am, Jeff LeBeck of REC. Inc. was contacted by Colo811 regarding an emergency locate for a sewer service repair at 3710 Miller St. Jeff noted the address was out of district for Northwest Lakewood Sanitation District and contacted Alejandro Gutierrez (720-425-0383) of JG Water & Sewer Fix LLC to inform him of this. No further action is needed at this time.

**Total time on this issue: Jeff LeBeck – .50hrs.**

**October 3, 2022**  
**2020 Lewis St.**  
**Emergency Locate**

On Monday, October 3, 2022, at 7:30pm, Jeff LeBeck of REC. Inc. was contacted by Colo811 regarding an emergency locate for an H2O main repair at 2020 Lewis St. Jeff arrived onsite, marked the District main and laterals, went over the locate with Brandon Sorensen (720-417-1650) of Consolidated Mutual Water, and departed the site. No further action is needed at this time.

**Total time on this issue: Jeff LeBeck – 2.00hrs.**

**October 25, 2022**

**Colfax Ave. & Youngfield St.**

**Root Removal**

On Tuesday, October 25, 2022, at 7:00am, Mark Doody, Jeff LeBeck, David Moore, and Zack Houston all of REC. Inc were dispatched by Ismael Gomez also of REC. Inc. to Colfax Ave. & Youngfield St. to remove roots from MH B-74A. The roots were noted during a video inspection of the line while performing the 2022 Accelerated Program. The roots observed were not causing an obstruction at this time but needed to be removed before they became an issue. The crew arrived on site and were able to remove all the roots without making an entry into the manhole. With the roots removed and normal flows observed, the crew departed the site. No further action is needed at this time.

**Total time on this issue: Mark Doody – 2.50hrs.**

**Jeff LeBeck – 2.50hrs.**

**David Moore – 2.50hrs.**

**Zack Houston – 2.50hrs.**

**October 29, 2022**

**10151 W. 26<sup>th</sup> Ave.**

**Emergency Locate**

On Saturday, October 29, 2022, at 7:00am, David Moore was contacted by Colo811 regarding an emergency locate for a gas main repair at 10151 W. 26<sup>th</sup> Ave. David arrived on site, marked the District main, contacted Rick Nelson of Xcel Energy to go over the locate with him, and noted they were clear of the District main where they were currently cutting the asphalt. No further action is needed at this time.

**Total time on this issue: David Moore – 1.00hrs.**



**October 29, 2022**  
**10151 W. 26<sup>th</sup> Ave.**  
**Emergency Locate**

On Saturday, October 29, 2022, at 8:00am, David Moore was contacted by Colo811 regarding an emergency locate for a gas service replacement at 10151 W. 26<sup>th</sup> Ave. David was already on site for a previous emergency locate called in for this address by another contractor. David contacted Vern Scott (303-819-5693) of Superior Underground, discussed the work to be performed, observed the work area, and noted it was more than 10ft. away from the District main. David went over the locate marks with Mr. Scott and departed the site. No further action is needed at this time.

**Total time on this issue: David Moore – 1.00hrs.**

**Northwest Lakewood Sanitation District  
Engineering Report  
November 23, 2022**

**2022 - Approximate Linear Footage**

- 112,097 LF Total in Zone A Jetting Only
  - 37,265 LF Hot Spots which include Accelerated Maintenance, Mineral Cleaning, and Root Cut in all zones.
- M/M sent the requested photos, map, graph and Long-Range Plan to Roger Sherman along with a list of 2022 projects. 10/24/2022 – M/M requested CCTV files from REC in the PACP compatible format.

**2023 Capital Improvements Design**

Survey of system manholes along major trunklines for the Flow Study is underway

**UPDATE: 11/23/2022 – MH survey is anticipated to be completed in late November. Input of data into the sanitary program will take place in December / Early January with anticipated report writing in February/March**

**531 Youngfield Street – Gym in Garage -Ryan Kociszewski (11/10/2022)**

**UPDATE: 11/23/2022 – M/M received a Wastewater Service Form to review – Ryan notified M/M that no construction is being done now or in the future. The proof and referral was conditionally accepted.**

**3400 Pierson St. – Prospect Valley Elementary**

The Districts 10" mainline that runs across the School's property within and easement, needs to be relocated to accommodate plans for a new school. A 12" will be required from the point of intercept north on Quail to the end of the Cul-de Sac. We have addressed all questions to date asked by the School with exception of existing taps which we have the information available. An acceptance letter was sent to JVA on July 8, 2021. A pre-con meeting was held on September 2, 2021. A relocation agreement was also sent to the Developer for this effort. 1) The temporary easement was sent to the District on October 19<sup>th</sup> and appears acceptable. The District's Attorney has drafted the easement agreement allowing a temporary line realignment. As part of the temp easement, the vacation of the existing easement will take place. Temporary construction began on January 8, 2022. Jeffco was desiring to leave the temp line in place and were told this would not work due to long term maintenance. MM gave comments on sanitary plans on 4/20/22. A revision was received 5/17 and final review provided 5/18. Plans are acceptable and work is anticipated to go forward in the next couple of weeks. 06/22/2022 - Neighbor on the north end of the cul de sac has retaining walls and plantings in the right of way. COWR needs to reach out to neighbor to explain the work and how it may impact them. Also recommended taking preconstruction pictures. Sent out Sanitary Submittals and the reviewed concrete mix submittal for the MH bases. Waiting on Flow Fill Submittal. 07/27/2022 - Additional submittals were reviewed for flow-fill and MH base. The School District hired a new contractor for the construction of the Sanitary main and a preconstruction meeting was held. Work is commencing this month. 08/25/2022 – M/M received an RFI for review from GH Phipps, M/M responded that we are only handling the Sanitary aspect and the RFI will need to go through the jurisdiction for the storm portion. A differing concrete mix design was brought to the field and M/M requested and received the mix design with a new supplier. A resident contacted Steve regarding the inspection of sewer line improvement work – he was concerned that he had not seen anyone inspecting the work being done. M/M confirmed that Joe Valdez has been on site to witness each service connection to the mainline and is on-site twice a day normally. 09/26/2022 – Inspection of the Grease Interceptor has been completed. Sanitary Sewer Work has been completed. M/M is ready to start on Conditional Acceptance items, M/M checked in with the District regarding the project being over budget. The District is requesting additional funds. 10/24/2022 - The building addition to the north of the new school has been approved by the school district. A separate sanitary service line for the addition and tie into one



of the existing sanitary service lines prior to connection to the Mainline. With the addition, the water meter will remain the same size so no added connection fee is needed. M/M informed the School to contact REC to observe the new service and sketch the alignment. Mainline Sanitary sewer work has been completed. M/M will continue working through conditional acceptance items. M/M received the pressure testing report and CCTV Videos. Tracer Wire Continuity Test and MH Base Epoxy Coatings are two additional items that need to be addressed.

**UPDATE: 11/23/2022 – M/M received sanitary as-builts and found them acceptable. The only thing needed for issuance of conditional acceptance of the sanitary main is successful continuity testing of the tracer wire system. M/M requested and received water meter sizes for the new school needed for District wide sanitary flow modeling. M/M received notice that we do not have a warranty or maintenance bond needed for conditional acceptance. A question exists as to if the School District should provide as Owner or if the Contractor can provide.**

**20th Ave Oak to Nelson – City of Lakewood Storm and Road Improvements: (Ray) 3/3/22**

M/M provide FIR comments and attended the FIR meeting to provide comments. There is a line that is anticipated to need lowering the crosses 20<sup>th</sup> near Nelson St. 05/25/2022 - Double R Excavating received contract from City of Lakewood for improvements. Would like to start improvements 5/31/22. A pre-construction meeting was held and attended by M/M.

**UPDATE: 11/23/2022 – M/M received pre and post CCTV of the sanitary sewer main. All appeared to be acceptable.**

**1991 Youngfield St. (Applewood Beer Garden) Juan Sanchez 4-14-22**

Proposed bar and restaurant. MM in review for initial referral and plans. 06/22/2022 – Sent referral along with a signed 1001 Form. Sent location of manholes for easier locating. They will need to open manholes to get the elevation and inverts of the manholes. 08/25/2022 – Juan Sanchez requested Construction Details for the District, M/M sent him the information he was looking for. Juan is wanting an update on the sanitary proposal, M/M responded with a letter, and feedback, along with proof of submission. Juan asked for specific details for tracer wires and associated test stations and the Sampling Manhole, M/M responded with the information Juan was looking for.

**UPDATE: 11/23/2022 – M/M sent out a referral letter.**

**3123 and 3143 O’Hayre Court, Lakewood CO – Combined Lot Project - Tim and Donna O’Hayre (05/25/2022)**

06/22/2022 – Combing 2 Lots into one. Requested a Will Serve Letter. M/M sent out referral letter. A Submittal of the residence fixtures and Barn/Loft details were requested. 08/28/2022 – M/M received notice that Formal Development Application and related docs were submitted to City of Lakewood. M/M sent a referral letter. 10/24/2022 – M/M received a response to submitted comments from RevolveDesign-Build. M/M requested plans submitted directly to us when available to expedite the process and proof letter.

**UPDATE: 11/23/2022 - None**

**2259 Kipling St. – Triplex (8/16/22 – New Submittal vs. 2021)**

09/26/2022 – M/M received plans for the Sanitary Sewer Service at 2259 Kipling St. M/M sent a Certificate of Sanitary Sewer Service Availability. Each unit of the Triplex will extend a service into Kipling.

**Update: 11/23/2022 - None**

**12601 W. 32<sup>nd</sup> Ave. (Valvoline Instant Oil Change) 4-4-22**

Proposed Valvoline Oil Change development. Availability letter sent out. Received the next submittal along with the Comment Response Letter. 08/25/2022 – M/M received signed MEP plans, oil interceptor sizing calculations, and plumbing plans for review, M/M reviewed and noticed that the interceptor is below the minimum required. An acceptance letter was not yet sent. 09/26/2022 – Revised drawings were sent to show updated sizing of the oil/sand interceptor. M/M sent plan approval for sand/oil interceptor.

**UPDATE: 11/23/2022 - None**



### 2100 Youngfield – Land Use

M/M received plans for a proposed Long-Term Temporary Use for surface parking development on December 7, 2018. A list of all required items for conditional approval was conveyed to the Developer on May 13, 2021. MM visited the sight and spoke with the Superintendent on June 2, 2021 reminding them about the need to abandon the center MH and cap the abandoned service line at the property line. The site passed air testing on September 17, 2021. Outstanding items include: PLS stamped as-built drawings, tracer wire testing, M/M to witness the abandonment of existing lines, and CCTV of the sanitary lines after jetting. Taps should not be sold until conditional acceptance of the sanitary extension. Compaction reports and photos of the abandoned manhole and capped sanitary line still need to be received from the Contractor to initiate conditional acceptance. Received documentation of completed tracer wire testing. Still needing as-built survey and documentation of abandonment of old mainline which can take place at the MH in the street. Coordination related to tap fee payment is on-going. Service line observation will be accomplished using CCTV. 05/25/2022 - Meeting on 5/10/22 to discuss tap fees for SFRE's based on water meter sizing. The Developer (Guy Brazell) was informed of the connection fees for the five buildings. Taps were made and extended to the building but had not been observed. The developer will CCTV the service lines and we will review for acceptability. A request to delay connection fee payment on the 3 buildings not currently under construction was made by the developer. Option have been discussed and a recommendation to the Board will be made. 06/22/2022 - Options on how to proceed were discussed by The Board. We are waiting on CCTV footage of each service. Sent out current fees. 07/27/2022 – CCTV was reviewed and there is heavy debris in some of the taps, these will need to be flushed before receiving Conditional Acceptance. JBC Ent. Inc stated the lines have already been cleaned and flushed. Re-televising the lines will begin once the Exterior Contractor is done working on Building 1 & 2. The District's Attorney has created the lien document to phase connection fees. This has been reviewed by M/M and the Manager. 08/25/2022 – M/M received the Notice of Lien and coordinated the correct amount needed to cover tap and connection costs. As of 08/01/2022 Randy Craven will be the new GC.

**UPDATE: 11/23/2022 - None**

### 3190 Youngfield St. (FirstBank Conversion) Logan Raukar (6/23/2022)

07/27/2022 - Logan Raukar inquired on connection fees for the conversion of the FirstBank to a Fast-Food Restaurant. M/M gave information on the estimated fees, and requested a concept plan, PE stamped calculation for the grease interceptor, contact info for the property owner, developer, and engineers. M/M also stated a flow study might be required. 08/25/2022 – M/M received the requested Concept Site Plan. We are verifying if other tenants will have need for grease interceptor but this appears to be a simple project with no effect on sanitary.

**UPDATE: 11/23/2022 - None**

### 10490 W. 23rd Ave

07/27/2022 - M/M sent out referral letter for ADU for second kitchen in the basement of the residence. A connection fee would be required. M/M received updated plans and sent an edited referral letter. M/M sent out fees for the connection of the additional ADU.

**UPDATE: 11/23/2022 - None**

### 12700 W. Colfax Ave – Senior Living

7/27/2022 - A Sanitary will-serve letter from NWLSD has been requested for 12700 W Colfax Ave. 155 units are proposed. M/M sent a referral letter for this project.

**UPDATE: 11/23/2022 - None**

### 2070 Willow Lane (Residential Accessory Dwelling Unit (Kiplund Kolkmeier) 7/18/2022

07/27/2022 - Kiplund asked what is needed to get approval from NWLSD to add an accessory dwelling unit to his residence. Information required includes full set of plans with plumbing. The ADU wishes to connect through the current home sewer line. A connection fee and unification agreement would be required if allowed to connect to the existing service line.



**UPDATE: 11/23/2022 - None**

**9755 W. 25th Ave**

07/27/2022 - Received signed forms for the sewer availability at 9755 W. 25<sup>th</sup> Ave. The owner stated Lakewood changed the address, and the plans have not changed since October. A proof of submission was provided.

**UPDATE: 11/23/2022 - None**

**11324 West 38th Ave – Osborne (Westridge) Connection to NWLSD**

11324 W. 38<sup>th</sup> will need to work with Westridge to obtain service instead of Northwest Lakewood. 05/25/2022 - A deposit and tap fee has been made to the District office. 06/22/2022 – Waiting on documentation, and information from the original surveyor in 2018. Additionally, the design for connection is still needed.

**UPDATE: 11/23/2022 - None**

**1325 Normandy – Jim Skeen (303-809-0027) ADU addition to Single Family**

Coordination took place as to needed plan review and ADU requiring an additional tap connection fee. The proof of submission was received on October 22 and returned to the Owner with an availability letter on October 25<sup>th</sup>.

**UPDATE: 11/23/2022 - None**

**2419 Ward – Dave Coggeshall (303) 917-5230 (Cell) Or (303) 777-0894 (Office)**

Coordination took place as to plan review and ADU requiring an additional tap connection fee was coordinated by District manager. 05/25/2022 - An inquiry related to an RV dump at the site was made. Coordination on if the Dump station is allowable and if a tap fee is required.

**UPDATE: 11/23/2022 - None**

**3291 Youngfield Service Road - Vacant lot adjacent to Denny's (Samir Jupic) 7/27/2022**

08/25/2022 - Samir with a firm in Houston wanted further information on the Vacant lot at 3291 Youngfield, M/M called to discuss. M/M received a Concept Site Plan for a Car Wash, and sent a referral letter for the project. It appears they may be thinking a 4" – 6" water meter.

**UPDATE: 11/23/2022 - None**

**Miscellaneous**

- 09/26/2022-10/27/2022 – M/M was notified that the owners of 11147 W. 27<sup>th</sup> rigged their home to discharge Sump Water into their drains going into the districts system. The owners rep was notified by SDMS that this is a direct violation of the districts R&R. M/M suggested that an inspection of the sump be conducted, and see if fines are necessary. Tim Flynn advised that taking action is a management decision, and should be discussed with the Board. Steve will bring it up in the Board Meeting.
- 10/24/2022 – JeffCo Schools are working on Stober Elementary School at 2300 Urban St, and requested GIS mapping. Topographic requested flow study results with an additional 10 gpm (7000 sf). M/M informed Topographic that is the meter is not modified, the added flow is accounted for but if a new meter is used, a flow study evaluation would be required. Plans are to be reviewed.
- 11/23/2022 – M/M received a question regarding how many residences/businesses/facilities are there within the District that are not connected to the system and still use septic tanks for their sewer service. M/M responded with under 25.
- 11/23/2022 - M/M was notified of a complaint from 13548 W 23<sup>rd</sup> place regarding the asphalt separating away from the rings at street level, the manhole is sinking, and that there are odors from it. M/M had our Inspector field check on this. It was reported the pavement being within tolerances. Odors would not be associated with the MH replacement, but Ramey can clean the line. M/M notes two MH repairs on the same street (W. 23rd Pl. between W. 26th Ave. and Creighton Dr) and took pictures of a crack between the new and old asphalt on one side of the patch, and suggested notifying Aegion that the crack needs to be filled.