

**MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
NORTHWEST LAKEWOOD SANITATION DISTRICT
AND THE BOARD OF DIRECTORS OF THE
WASTEWATER UTILITY ENTERPRISE
HELD
SEPTEMBER 27, 2023**

The Regular Meeting of the Board of Directors of the Northwest Lakewood Sanitation District and the Board of Directors of its Wastewater Utility Enterprise (collectively referred to hereafter as "Board") convened in person at Martin/Martin, Inc., 12499 W. Colfax Avenue, Lakewood, CO 80215, and by Teams video conference and teleconference call on Wednesday, August 23, 2023, at 4:00 PM. The Teams Meeting and call-in information were listed in the meeting notice posted by the District, and the public was able to attend the meeting by telephone, if they so desired.

ATTENDANCE

Directors In Attendance Were:

Catherine "CiCi" Kesler
James D. "Jim" Zimmerman
Anthony M. Dursey
George C. Davenport

Following discussion, upon motion duly made by Director Zimmerman, seconded by Director Kesler, and upon vote, unanimously carried, the absence of Director Fabisiak was excused.

Also In Attendance Were:

Steve Beck and Dawn Herther; Special District Management Services, Inc.

Tim Flynn, Esq.; Collins Cole Flynn Winn & Ulmer, PLLC

Bill Willis; Martin/Martin Consulting Engineers

**ADMINISTRATIVE
MATTERS**

Minutes: The Board reviewed the minutes of the August 23, 2023 Regular Meeting.

Following discussion, upon motion duly made by Director Davenport, seconded by Director Kesler, and upon vote, unanimously carried, the minutes of the August 23, 2023 Regular Meeting were approved.

**PUBLIC
COMMENTS**

None.

RECORD OF PROCEEDINGS

FINANCIAL MATTERS

2022 Audit: Ms. Herther presented to the Board the 2022 Audit and discussed the unaudited and present the best Audit opinion can get.

Following discussion, upon motion duly made by Director Zimmerman, seconded by Director Davenport and, upon vote, unanimously carried, the Board accepted the 2022 Audit and authorized execution.

Claims: Mr. Beck reviewed the claims through the period ending September 30, 2023 as follows:

General Fund	\$ 28,235.25
Enterprise Fund	\$ 35,862.53
Total	<u>\$ 64,097.78</u>

Following discussion, upon motion duly made by Director Zimmerman, seconded by Director Davenport and, upon vote, unanimously carried, the Board ratified the approval of the payment of claims for the period ending September 30, 2023, as presented.

Unaudited Financial Statement: Mr. Beck reviewed with the Board the August 31, 2023 financials. Director Davenport asked discussed billing for 2022 O&E's. Mr. Beck will verify payment

Following discussion, upon motion duly made by Director Zimmerman, seconded by Director Davenport and, upon vote, unanimously carried, the Board approved the August 31, 2023 financials.

Budget Calendar and Change of Deadline: Mr. Beck and Attorney Flynn discussed Proposition HH and effect on Budget Calendar. Attorney Flynn will draft Resolutions to include wording for special meeting dates, if necessary, pending the outcome of the November election.

LEGAL MATTERS

11324 West 38th Avenue: Attorney Flynn discussed the Osbourne property and deed. First American is working on clean-up of Title. They still plan on building. It was noted that Westridge will get credit for the tap since it is not counseled.

Preliminary Budget Calendar: Attorney Flynn and Mr. Beck discussed with the Board the Preliminary Budget Calendar and change of deadline.

Delinquency Letters: Attorney Flynn discussed with the Board the delinquency letters.

RECORD OF PROCEEDINGS

Operations Monthly Report: Mr. Gomez discussed the August Operations Report with the Board.

Engineer's Report: Mr. Willis discussed with the Board the August Engineer's Report and updates.

Denver Metro Water Recovery Billing Increase: Mr. Beck and Mr. Willis discussed with the Board the Denver Metro Water Recovery Billing Increase. It was noted that the fee approval will be at the November meeting.

Status of 2023 Capital Improvements: Mr. Willis discussed with the Board the status of the 2023 Capital Improvements. It was noted that the Contract was awarded to Insituform.

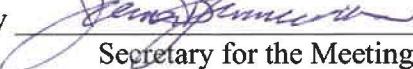
Flow Study: Mr. Willis updated the Board on the Flow Study. It was noted that the study is complete and they are finishing the text.

OTHER BUSINESS **Metro Water Recovery Update:** Director Davenport discussed with the Board the Metro Water Recovery update.

Website Update: Mr. Beck updated the Board regarding the website and statistics.

ADJOURNMENT There being no further business to come before the Board at this time, upon motion duly made by Director Zimmerman, seconded by Director Davenport and, upon vote, unanimously carried, the meeting was adjourned.

Respectfully submitted,

By 
Secretary for the Meeting