

**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
MARCH 27, 2024**

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, March 27, 2024, 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:

Gregory A. "Greg" Fabisiak
James D. "Jim" Zimmerman
Anthony M. Dursey (by telephone)
George C. Davenport

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

Also In Attendance Were:

Steve Beck; Special District Management Services, Inc.

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

Bill Willis; Martin/Martin Consulting Engineers

Ismael Gomez; Ramey Environmental Compliance

**ADMINISTRATIVE
MATTERS**

Minutes: The Board reviewed the minutes of the February 28, 2024 Regular Meeting.

Following discussion, upon motion duly made by Director Davenport, seconded by Director Zimmerman, and upon vote, unanimously carried, the minutes of the February 28, 2024 Regular Meeting were approved.

**PUBLIC
COMMENTS**

None.

RECORD OF PROCEEDINGS

FINANCIAL MATTERS

Claims: Mr. Beck reviewed the claims through the period ending March 31, 2024 as follows:

General Fund	\$ 26,136.00
Enterprise Fund	\$ 32,578.93
Total	<u>\$ 58,714.93</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 February 29, 2024, as presented.

Unaudited Financial Statement: Mr. Beck reviewed with the Board the unaudited financial statements of the District setting forth the cash deposits, investments, and budget analysis, accounts payable vouchers for the month ending January 31, 2024 the schedule of cash position dated February 29, 2024.

Following discussion, upon motion duly made by Director Davenport, seconded by Director Zimmerman upon vote, unanimously carried, the Board accepted the unaudited financial statements of the District setting forth the cash deposits, investments, budget analysis, accounts payable vouchers for the month ending January 31, 2024 the schedule of cash position dated February 29, 2024, as presented.

Unpaid Taps and Fees: Mr. Beck discussed with the Board the unpaid taps and fees. Mr. Beck noted that the letters have gone out.

LEGAL MATTERS

11324 West 38th Avenue: Attorney Flynn discussed the building and easement for manhole and line.

Meetings with Wheat Ridge and Lakewood: Attorney Flynn discussed with the Board the meeting with Wheat Ridge. Attorney Flynn noted that he had discussions on both and are waiting for them to come back with a checklist before Certificates of Occupancy were issued.

OPERATION MATTERS

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

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

2024 Capital Improvements: Mr. Willis discussed with the Board the 2024 Capital Improvements. It was noted that they are reviewing and finalizing invoices by REC and will be developing a new CIP.

RECORD OF PROCEEDINGS

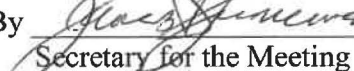
2023 Annual Summary of Flows & Loadings: Mr. Willis discussed with the Board the 2023 Annual Summary of Flows & Loadings and 2025 projections. Mr. Willis discussed the actuals and have filed the 2025 projection.

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