

**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
APRIL 24, 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, April 24, 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
Catherine "Cici" Keesler
James D. "Jim" Zimmerman
Anthony M. Dursey
George C. Davenport

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

Wayne Ramey; Ramey Environmental Compliance

Brendon Morse, Rob Holway and Ralph Janitell; Citywide Banks

Paul Dickson; HTLF Portfolio Manager

Pam Catania, Resident

**ADMINISTRATIVE
MATTERS**

Minutes: The Board reviewed the minutes of the March 27, 2024 Regular Meeting.

Following discussion, upon motion duly made by Director Davenport, seconded by Director Kesler, and upon vote, unanimously carried, the minutes of the March 27, 2024 Regular Meeting were approved.

RECORD OF PROCEEDINGS

**PUBLIC
COMMENTS**

Pam Cantania discussed with the Board the tap issue.

**FINANCIAL
MATTERS**

Citywide Bank Presentation: Mr. Holoway presented to the Board the Citywide Bank Investment. The Board decided to hold off and to get references.

Claims: Mr. Beck reviewed the claims through the period ending April 30, 2024, as follows:

General Fund	\$ 23,822.34
Enterprise Fund	\$ 26,216.03
Total	<u>\$ 50,038.37</u>

Following discussion, upon motion duly made by Director Zimmerman, seconded by Director Kesler and, upon vote, unanimously carried, the Board ratified the approval of the payment of claims for the period ending April 30, 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 March 31, 2024 the schedule of cash position dated March 31, 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 March 31, 2024 the schedule of cash position dated March 31, 2024, as presented.

Billing Discussion: Mr. Beck discussed billing with the Board.

Unpaid Taps and Fees: The Board deferred discussion to the May Board meeting.

LEGAL MATTERS

Resolution Designating Website Accessibility Officer: The Board discussed the Resolution Designating Website Accessibility Officer and Adopting a Website Accessibility Policy for the District.

Following discussion, upon motion duly made by Director Kesler, seconded by Director Davenport upon vote, unanimously carried, the Board adopted Resolution Designating Website Accessibility Officer and Adopted a Website Accessibility Policy for the District.

RECORD OF PROCEEDINGS

OPERATION MATTERS

Operations Monthly Report: Mr. Ramey 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: There was no report at this time.

11324 West 38th Avenue: Mr. Willis discussed with the Board the update on 11324 West 38th Avenue.

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 Kesler, seconded by Director Zimmerman and, upon vote, unanimously carried, the meeting was adjourned.

Respectfully submitted,

By


Secretary for the Meeting