

**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
JULY 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, July 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” Kesler
James D. “Jim” Zimmerman
Anthony M. Dursey
George C. Davenport

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

Ismael Gomez; Ramey Environmental Compliance

Brendalee Connors, Andy Peters, Aaron Hayden, Eric Blasé, Robin Kerns, Tami Fischer; Metrowest Housing Solutions

Rashawn Burrows; Wilson & Company, Inc.

Vicki Brenton; Resident

**ADMINISTRATIVE
MATTERS**

Minutes: The Board reviewed the minutes of the June 24, 2024 Regular Meeting.

Following discussion, upon motion duly made by Director Zimmerman, seconded by Director Davenport, and upon vote, unanimously carried, the Minutes of the June 24, 2024 Regular Meeting were approved.

RECORD OF PROCEEDINGS

PUBLIC COMMENTS

Metrowest Housing Solutions Presentation: Representatives from Metrowest Housing Solutions addressed the Board regarding the affordable housing project, correcting of the 44 units locat at 1515 Whippoorwill. Mr. Willis updated the Board on the status of the flow study and meeting with Metrowest Housing. The flow study will use a 5.0 Peaking Factor and a weekly average for determining the results.

FINANCIAL MATTERS

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

General Fund	\$ 28,100.69
Enterprise Fund	\$ 57,711.90
Total	<u>\$ 85,812.59</u>

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

Following discussion, upon motion duly made by Director Kesler, seconded by Director Davenport 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 June 30, 2024 the schedule of cash position dated June 30, 2024, as presented.

Banking and Investment Options: Director Kesler sent out information on investment options. Mr. Beck informed the Board that the 6-month T Bill would be maturing at the end of August and asked the Board if they wanted to renew the investment.

Following discussion, upon motion duly made by Director Kesler, seconded by Director Davenport upon vote, unanimously carried, the Board authorized Mr. Beck to reinvest the funds in another 6-month T Bill.

RECORD OF PROCEEDINGS

LEGAL MATTERS **11324 West 38th Avenue:** Attorney Flynn and Mr. Willis discussed with the Board the update on 11324 West 38th Avenue. It was noted that the easement is recorded for the extra width. Mr. Kakunas is in on the process of obtaining the building permit to begin construction.

Update on Unpaid Tap Fees: Attorney Flynn updated the Board on the status of the unpaid tap fees and discussions with Metro on the acceptable tap fees.

**OPERATION
MATTERS**

Operations Monthly Report: Mr. Gomez discussed the 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 the status of the 2024 CIP plan development.

OTHER BUSINESS

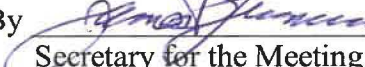
Metro Water Recovery Operations Packet: Director Davenport discussed with the Board the Metro Water Recovery Operations Packet. Director Davenport will send Minutes and discuss meeting attended.

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 Kesler and, upon vote, unanimously carried, the meeting was adjourned.

Respectfully submitted,

By 
Secretary for the Meeting