

NORTHWEST LAKEWOOD SANITATION DISTRICT

141 Union Boulevard, Suite 150
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NOTICE OF SPECIAL 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	2027/May 2027
Catherine “CiCi” Kesler	Vice President/Treasurer	2027/May 2027
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 27, 2024**

TIME: **12:00 P.M.**

PLACE: **In Person and VIA Teams**

Martin/Martin, Inc
12499 W. Colfax Ave
Lakewood, CO 80215

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 293 053 417 947

Passcode: gmQmf6

[Download Teams](#) | [Join on the web](#)

Or call in (audio only)

[+1 303-731-8587,,641267873#](#) United States, Denver

Phone Conference ID: 641 267 873#

I. ADMINISTRATIVE MATTERS

A. Review and approve Minutes of the October 23, 2024 Regular Meeting (enclosure).

B. Website demonstration by Ms. Lombardi.

- C. Consider adoption of Proposed meeting dates to be held on the 4th Wednesday of January through October at 4:00 p.m. and on the 4th Wednesday at 12:00 p.m. for November via Teams and in-person at Martin & Martin, Inc., 12499 W. Colfax Avenue, Lakewood, CO 80215.
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- D. Discuss §32-1-809, C.R.S. reporting requirements and mode of eligible elector notification Transparency Notice for 2025 (2024 was posted on the SDA Website and District Website) (enclosure).
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II. PUBLIC COMMENT

- A. _____

III. FINANCIAL MATTERS

- A. Review and approve the payment of claims through the period ending November 30, 2024 as follows (enclosure):

General Fund	\$ 526,667.97
Enterprise Fund	\$ 34,901.46
Total:	<u>\$ 561,569.43</u>

and accept the schedule of cash position as of October 31, 2024 (enclosure); and the unaudited financial statements for the period ending October 31, 2024; 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 (enclosure).

- B. Consider engagement of Schilling & Company, Inc. to perform the 2024 Audit for an amount not to exceed \$_____ (enclosure).
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- C. Conduct Public Hearing to consider Amendment to 2024 Budget and if necessary, consider adoption of Resolution to Amend the 2024 Budget and Appropriate Expenditures.
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D. Conduct Public Hearing on the proposed 2025 Budget and consider adoption of Resolution No. 2024-11-01, Resolution to Adopt the 2025 Budget, Appropriate Sums of Money and Resolution No. 11- 02, Resolution Set Mill Levies (for General Fund ____, Debt Service Fund 0.000 and Enterprise Fund(s) ____) (enclosures – preliminary assessed valuation and resolutions (enclosures - draft 2025 Budget).

E. Conduct Public Hearing on the Proposed Fees for 2025 and consider adoption of a Resolution No. 2024-11-03, Resolution to change the Tap Fees for 2025 and to approve the revised fee schedule (enclosure).

F. 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 (enclosure).

G. Discuss new CityWide Bank Investment account and execution of all account documents (to be distributed).

IV. LEGAL MATTERS

A. Update on 11324 West 38th Avenue – Osborne’s.

B. Review and consider approval of Amendment to Special District Management Services, Inc. (“SDMS”) Agreement (enclosure).

C. Discuss May 6, 2025 Regular Directors’ election regarding new legislative requirements and related expenses for same. Consider adoption of Resolution No. 2024-11-04; Resolution Calling a Regular Election for Directors on May 6, 2025, 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 25, 2025. Discuss the need for ballot issues and/or questions.

V. OPERATIONS MATTERS

A. Operations Monthly Report (enclosures).

B. Engineer's Report (to be distributed).

1. Discuss status of 2024 Capital Improvements.

C. Discuss the Metro West Housing Solutions Williams Pointe Project (to be distributed).

VI. OTHER BUSINESS

A. Metro Water Recovery Operations Packet (to be distributed).

B. Website update (enclosure).

C. Executive Session pursuant to section 24-6-402(4)(b) CRS for the purpose of conferring with legal counsel and obtaining legal advice regarding the proposed affordable housing project and certain infrastructure capacity issues related thereto Williams Point.

D. Executive session pursuant to section 24-6-402(4)(e) CRS for the purpose of discussing the matters identified in Section V.C. above

VII. ADJOURNMENT **THE NEXT REGULAR MEETING IS SCHEDULED FOR JANUARY 22, 2025.**