

**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
OCTOBER 23, 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, October 23, 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
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.; Ireland Stapleton Pryor & Pascoe, PC

Bill Willis; Martin/Martin Consulting Engineers

Wayne Ramey; Ramey Environmental Compliance

Ralph Janitell; CityWide Bank

**ADMINISTRATIVE
MATTERS**

Minutes: The Board reviewed the minutes of the September 25, 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 September 25, 2024 Regular Meeting were approved.

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**PUBLIC
COMMENTS**

None.

**FINANCIAL
MATTERS**

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

General Fund	\$ 33,940.82
Enterprise Fund	\$ 48,074.95
Total	<u>\$ 82,015.97</u>

Following discussion, upon motion duly made by Director Davenport, seconded by Director Zimmerman and, upon vote, unanimously carried, the Board ratified the approval of the payment of claims for the period ending October 31, 2024, as amended.

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 September 30, 2024 the schedule of cash position dated September 30, 2024.

Following discussion, upon motion duly made by Director Zimmerman, 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 September 30, 2024 the schedule of cash position dated September 30, 2024, as presented.

2025 Budget: Mr. Beck discussed with the Board the 2025 proposed budget.

Fee Changes: Mr. Beck discussed with the Board the proposed changes and new fees.

New Investment Options: The Board deferred discussion until the November 27, 2024 meeting.

LEGAL MATTERS

11324 West 38th Avenue: Attorney Flynn discussed with the Board the update on 11324 West 38th Avenue. There were no changes to report.

Update on Unpaid Tap Fees: Attorney Flynn and Mr. Beck discussed the status with the Board on the status of payments. Attorney Flynn to send out email reminders to pay by close of business on October 31, 2024.

Certification of Delinquent Accounts: The President opened the Public Hearing to consider the Certification of Delinquent Accounts.

It was noted that publication of Notice stating that the Board would consider adoption of the certification of delinquent accounts and the adoption of Resolution to Certify Delinquent Accounts and the date, time and place of the public hearing was made in a

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newspaper having general circulation within the District. No written objections were received prior to this public hearing and the public hearing was closed.

Following discussion, upon motion duly made by Director Zimmerman, seconded by Director Davenport, and, upon vote, unanimously carried, the Board approved the certification of delinquent accounts adopted Resolution to the Certify Delinquent Accounts, pending any payments prior to filing on November 1, 2024.

Amendment to Special District Management Services, Inc. (“SDMS”) Agreement: Attorney Flynn discussed moving discussion to November meeting to draft a new Agreement.

OPERATION MATTERS

Operations Monthly Report: Mr. Ramey discussed the Operations Report with the Board.

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

West Metro Housing Solutions Pointe Project: Mr. Willis discussed with the Board the West Metro Housing Solutions Pointe Project. He also discussed the road sinking over the line at 2641 Tabor Street. Mr. Beck will contact and tell them to refer it to the City as it is not due to sewer main.

OTHER BUSINESS

Metro Water Recovery Operations Packet: Director Davenport discussed with the Board the Metro Water Recovery Operations Packet. It was noted that there is a Fall workshop coming up on October 31, 2024.

November 27, 2024 and December 25, 2024 Board Meetings: Mr. Beck and Attorney Flynn discussed cancelling the regular meeting on November 27, 2024 at 4:00 p.m. and schedule a special meeting on November 27, 2024 at 12:00 p.m. and to cancel the December 25, 2024 meeting.

Following discussion, upon motion duly made by Director Davenport, seconded by Director Zimmerman, and, upon vote, unanimously carried, the Board approved cancelling the regular meeting on November 27, 2024 at 4:00 p.m. and schedule a special meeting on November 27, 2024 at 12:00 p.m. and to cancel the December 25, 2024 meeting.

Website Update: Mr. Beck updated the Board regarding the website and statistics. Director Fabisiak asked Ms. Lombardi to attend to discuss and show ADA Compliance.


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EXECUTIVE SESSION: The Board determined that an Executive Session was not needed.

ADJOURNMENT

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

Respectfully submitted,

By 
Secretary for the Meeting
