

**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
JANUARY 22, 2025**

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, January 22, 2025, 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 Tim Hartleben; Special District Management Services, Inc.

Tim Flynn, Esq.; Ireland Stapleton Pryor & Pascoe, PC

Bill Willis; Martin/Martin Consulting Engineers

Wayne Ramey; Ramey Environmental Compliance

**ADMINISTRATIVE
MATTERS**

Minutes: The Board reviewed the minutes of the November 27, 2024 Special Meeting.

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

**PUBLIC
COMMENTS**

None.

**FINANCIAL
MATTERS**

Claims: Mr. Beck reviewed the claims through the periods ending December 31, 2024, as follows:

RECORD OF PROCEEDINGS

General Fund	\$ 22,418.79
Enterprise Fund	\$ 58,732.48
Total	<u>\$ 81,151.27</u>

Claims: Mr. Beck reviewed the claims through the periods ending January 31, 2025, as follows:

General Fund	\$ 18,142.52
Enterprise Fund	\$ 36,010.07
Total	<u>\$ 54,152.59</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 periods ending December 31, 2024 and January 31, 2025, 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 September 30, 2024 the schedule of cash position dated December 31, 2024.

Following discussion, upon motion, duly made by Director Davenport, seconded by Director Kesler 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 December 31, 2024 the schedule of cash position dated December 31, 2024, as presented.

2025 Budget: Mr. Beck reviewed with the Board the 2025 Budget for preliminary financials.

Investment Account and Execution of Documents: Attorney Flynn discussed with the Board the amendment and documents for accounts setup. The Board requested comparison made of costs between CityWide, Wells Fargo and Colo Trust. Citywide has not commented or accepted the Agreement yet. The discussion will be continued to the February Board meeting.

LEGAL MATTERS

11324 West 38th Avenue: Mr. Beck discussed with the Board the update on 11324 West 38th Avenue. It was noted that there was nothing new to discuss. They have connected to the system and connection has been severed and reported. All easements are in place.

Status of Metro West Housing Solutions Payment: Attorney Flynn and Mr. Beck discussed the status of the payment from Metro West Housing Solutions for the Flow Study and that they agreed to fund. Attorney Flynn revised letter and sent to their legal demanding payment.

RECORD OF PROCEEDINGS

Resolution No. 2025-01-01; Open Meetings Resolution: Attorney Flynn discussed Resolution No. 2025-01-01; Open Meetings Resolution.

Following discussion, upon motion, duly made by Director Kesler, seconded by Director Davenport upon vote, unanimously carried, the Board adopted Resolution No. 2025-01-01; Open Meetings Resolution.

Outstanding Balances on Brentin and Spedding Accounts: Attorney Flynn discussed with the Board the outstanding balances on the Brentin and Spedding accounts and the Agreements made regarding payments. The Board authorized Mr. Beck to adjust out the remaining account balances for old FRSF.

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.

Status of 2024 Capital Improvements: The Board discussed the status of the 2024 Capital Improvements.

OTHER BUSINESS

Metro Water Recovery Operations Packet: Director Davenport discussed with the Board the Metro Water Recovery Operations Packet.

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