

**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 23, 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, April 23, 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 (via TEAMS)  
George C. Davenport

**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

Ismael Gomez; Ramey Environmental Compliance

**ADMINISTRATIVE  
MATTERS**

**Minutes:** The Board reviewed the minutes of the March 26, 2025 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 26, 2025 Regular Meeting were approved.

**PUBLIC  
COMMENTS**

None.

**FINANCIAL  
MATTERS**

**Claims:** Mr. Beck reviewed the claims through the period ending March 31, 2025, as follows:

## RECORD OF PROCEEDINGS

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General Fund	\$ 19,026.34
Enterprise Fund	\$ 29,635.09
Total	<u>\$ 48,661.43</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 March 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 February 28, 2025 the schedule of cash position dated March 31, 2025.

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 March 31, 2025 the schedule of cash position dated March 31, 2025, as presented.

**2024 Audit Update:** Mr. Beck updated the Board regarding the 2024 Audit.

**Investment Account and Execution of Documents:** There was no discussion at this time.

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### **LEGAL MATTERS**

**Status of Metro West Housing Solutions Payment:** Attorney Flynn discussed the status of the payment from Metro West Housing Solutions for the Flow Study. There was nothing new to date.

**Tap Fee Legislation:** Attorney Flynn discussed with the Board the Tap Fee Legislation that is working its way through the legislature. The Bill has a requirement to make available any rate study or other analysis used in calculating tap fees and other rates, may require the District to adopt a reduced tap fee for those connections who utilize less capacity of the District's system than say your average single family residential connection and contains an affirmative obligation to serve if the District has capacity to do so.

**2263 Yellowstone Common Service Agreement:** Attorney Flynn, Mr. Beck and Mr. Willis discussed with the Board 2263 Yellowstone and whether a Common Service Line Agreement would be required. It was concluded that if the ADU that is currently being served continues to be served, a Common Service Line Agreement is necessary.

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## RECORD OF PROCEEDINGS

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### 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.

**Status of 2025 Capital Improvements:** Mr. Willis discussed the status of the 2025 Capital Improvements.

Following discussion, upon motion, duly made by Director Kesler, seconded by Director Zimmerman upon vote, unanimously carried, the Board approved plan and authorized to put out to bid.

### 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