

**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
AUGUST 27, 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, August 27, 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 (by Teams)

Bill Willis; Martin/Martin Consulting Engineers

Ismael Gomez; Ramey Environmental Compliance

**ADMINISTRATIVE
MATTERS**

Minutes: The Board reviewed the minutes of the July 23, 2025 Regular Meeting.

Following discussion, upon motion, duly made by Director Kesler, seconded by Director Davenport, and upon vote, unanimously carried, the Minutes of the July 23, 2025 Regular Meeting were approved.

**PUBLIC
COMMENTS**

None.

**FINANCIAL
MATTERS**

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

RECORD OF PROCEEDINGS

General Fund	\$ 22,705.75
Enterprise Fund	\$ 117,043.02
Total	<u>\$ 139,748.77</u>

Following discussion, upon motion, duly made by Director Davenport, seconded by Director Kesler and, upon vote, unanimously carried, the Board ratified the approval of the payment of claims for the period ending August 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 July 31, 2025 and the schedule of cash position dated July 31, 2025.

Following discussion, upon motion, duly made by Director Kesler, seconded by Director Dursey 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 July 31, 2025 the schedule of cash position dated July 31, 2025, as presented.

2026 Budget Preparation: Mr. Beck discussed with the Board the 2026 Budget preparation.

Status of 2024 Audit: Mr. Beck discussed with the Board the status of the 2024 Audit. It was noted that the Audit will be available at the next meeting.

Applewood Property: Mr. Beck discussed with the Board the request from an Applewood Property for a payment plan.

Following discussion, upon motion, duly made by Director Kesler, seconded by Director Davenport upon vote, unanimously carried, the Board declined the payment plan request.

LEGAL MATTERS

Update on Website ADA Accessibility Policy: The Board discussed the update on the website ADA accessibility policy. Mr. Beck was directed to work with Ms. Lombardi to add language directing those needing additional ADA accessibility assistance, to contact SDMS.

Update on Liens on the Closed Business Properties in the Applewood Shopping Center: Attorney Flynn updated the Board on the liens on the closed business properties in the Applewood Shopping Center. It was noted that the liens have been filed against properties in the Shopping Center and 1975 Oak Street.

Notice of Perpetual Lien for the District: Attorney Flynn discussed with the Board the Notice of Perpetual Lien for the District.

RECORD OF PROCEEDINGS

Following discussion, upon motion, duly made by Director Kesler, seconded by Director Davenport upon vote, unanimously carried, the Board determined to hold the current owner liable and directed Mr. Beck to inform the owner of the property on the status of the perpetual lien, though it was also noted that the liability is beyond the statute of limitations.

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, updates and CIP status.

Status of 2025 Capital Improvements: Mr. Willis discussed the status of the 2025 Capital Improvements, design and surveys continuing. Mr. Willis also discussed splitting between CIPP and excavation to get going. It was noted that the bid documents are ready for CIPP.

Following discussion, upon motion, duly made by Director Kesler, seconded by Director Davenport upon vote, unanimously carried, the Board authorized Mr. Willis to put out CIPP documents for bid.

OTHER BUSINESS

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

Website Update: Attorney Flynn and Mr. Beck updated the Board regarding the website.

ADJOURNMENT

There being no further business to come before the Board at this time, upon motion duly made by Director Kesler, seconded by Director Davenport and, upon vote, unanimously carried, the meeting was adjourned at 5:12 p.m.

Respectfully submitted,

By  Secretary for the Meeting