

**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 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, October 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 in-person or by telephone, if desired.

**ATTENDANCE**

**Directors In Attendance Were:**

Gregory A. “Greg” Fabisiak, President  
Catherine “CiCi” Kesler, Vice President/Treasurer  
James D. “Jim” Zimmerman, Secretary  
Anthony M. Dursey, Assistant Secretary  
George C. Davenport, Assistant Secretary

**Also In Attendance Were:**

David Solin and Jim Ruthven (for a portion of the meeting); Special District Management Services, Inc.

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

Bill Willis; Martin/Martin Consulting Engineers

Mike Murphy and Ismael Gomez; Ramey Environmental Compliance

**ADMINISTRATIVE  
MATTERS**

**Minutes:** The Board reviewed the minutes of the September 24, 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 September 24, 2025 Regular Meeting were approved, as amended.

**PUBLIC  
COMMENTS**

None.

# RECORD OF PROCEEDINGS

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## FINANCIAL MATTERS

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

General Fund	\$ 29,717.32
Enterprise Fund	\$ 80,184.46
Total	<u>\$ 109,901.78</u>

Following discussion, upon motion, duly made by Director Kesler, 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, 2025, as presented.

**Unaudited Financial Statement:** Mr. Ruthven 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, 2025 and the schedule of cash position dated September 30, 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 September 30, 2025 the schedule of cash position dated September 30, 2025, as presented.

**Reinvestment of Matured Treasury Bonds:** The Board discussed the reinvestment of the treasury bond.

Following discussion, upon motion, duly made by Director Davenport, seconded by Director Kesler upon vote, unanimously carried, the Board ratified approval of the reinvestment of the treasury bonds keeping the allocation to like maturities.

**2026 Draft Budget:** The Board acknowledged receipt of, and discussed, the 2026 draft budget. Mr. Solin and Mr. Ruthven were directed to work with Mr. Willis on confirming assumptions used.

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## LEGAL MATTERS

**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.

**Delinquent Account Certification Process:**

**Resolution to Certify Delinquent Accounts to Jefferson County:** The President opened the public hearing to consider the Resolution to Certify Delinquent Accounts to Jefferson County.

No public comments were received and the public hearing was closed.

## RECORD OF PROCEEDINGS

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Following discussion, upon motion, duly made by Director Zimmerman, seconded by Director Kesler upon vote, unanimously carried, the Board approved the Resolution to Certify Delinquent Accounts to Jefferson County, subject to final verification of payments prior to filing.

**Date and Time Budget Hearing:** The Board confirmed the date and time for the Budget Hearing on November 26, 2025 at 12:00 p.m.

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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, updates and CIP status.

**Status of 2025 Capital Improvements:** Mr. Willis updated the Board on the status of the 2025 Capital Improvements.

**Award of Contract for Phase 1 CIPP Project:** The Board reviewed the bids for the Phase 1 CIPP project.

Following discussion, upon motion, duly made by Director Zimmerman, seconded by Director Davenport upon vote, unanimously carried, the Board awarded the project to Institutform.

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### **OTHER BUSINESS**

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

**Website Update:** Director Davenport updated the Board regarding website matters.

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### **ADJOURNMENT**

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

Respectfully submitted,

By James D Zimmerman  
Secretary for the Meeting