

**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  
NOVEMBER 26, 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, November 26, 2025, at 12:00 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 October 22, 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 October 22, 2025 Regular Meeting were approved.

**2026 Meeting Dates:** The Board discussed the regular meeting dates for 2026.

Following discussion, upon motion, duly made by Director Kesler, seconded by Director Davenport, and, upon vote, unanimously carried, the Board approved holding the Regular Meetings for 2026 on the 4<sup>th</sup> Wednesday of January through October at

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4:00 p.m. and on the 4<sup>th</sup> Wednesday of November at 12:00 p.m. via Teams and in person at Martin Martin, 12499 W Colfax Avenue, Lakewood, Colorado.

**Discuss §32-1-809, C.R.S. reporting requirements and mode of eligible elector notification for 2026:** The Board discussed the notice to electors required under Section 32-1-809, C.R.S. (“Transparency Notice”) for 2026.

Following discussion, the Board authorized posting the District’s Transparency Notice for 2026 on the SDA website and on the District’s website.

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None.

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**PUBLIC  
COMMENTS**

**FINANCIAL  
MATTERS**

**Claims:** Mr. Ruthven reviewed the claims through the period ending November 30, 2025, as follows:

General Fund	\$ 403,386.46
Enterprise Fund	\$ 60,485.40
Total	<b><u>\$ 463,871.86</u></b>

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 November 30, 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 October 31, 2025 and the schedule of cash position dated October 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 October 31, 2025 the schedule of cash position dated October 31, 2025, as presented.

Following discussion, upon motion, duly made by Director Zimmerman, seconded by Director Davenport upon vote, unanimously carried, the Board appointed Director Kesler as the investment committee to review and determine reinvestment options for maturing Treasury Bills.

**2025 Audit:** Mr. Ruthven discussed the engagement of Schilling & Company, Inc. to perform the 2025 audit with the Board.

Following discussion, upon motion, duly made by Director Kesler, seconded by Director Davenport upon vote, unanimously carried, the Board approved the

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engagement of Schilling & Company, Inc. to perform the 2025 Audit for an amount not to exceed \$7,000.00.

**2025 Amendment Hearing:** The President opened the public hearing to consider the Resolution to Amend the 2025 Budget and discuss related issues.

It was noted that publication of Notice stating that the Board would consider adoption of a Resolution to Amend the 2025 Budget and the date, time and place of the public hearing was made in a newspaper having general circulation within the District. No written objections were received prior to this public hearing. No public comments were received, and the public hearing was closed.

Following discussion, the Board determined that a 2025 Budget Amendment was not needed.

**2026 Budget Hearing:** Director Fabisiak opened the Public Hearing to consider the proposed 2026 Budget and to discuss related issues.

It was noted that Notice stating that the Board would consider adoption of the 2026 Budget and the date, time and place of the public hearing was published pursuant to statute. No written objections were received prior to the public hearing.

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

Following discussion, upon motion, duly made by Director Kesler, seconded by Director Zimmerman and, upon vote, unanimously carried, the Board adopted Resolution No. 2025-11-02; A Resolution to Adopt the 2026 Budget and Appropriate Sums of Money.

Following additional discussion, upon motion, duly made by Director Kesler, seconded by Director Zimmerman and, upon vote, unanimously carried, the Board adopted Resolution No. 2024-11-03; A Resolution to Set Mill Levies.

**Proposed Fees for 2026:** The Board deferred discussion at this time.

**DLG-70 Mill Levy Certification:** The Board discussed the DLG-70 Mill Levy Certification form.

Following discussion, upon motion, duly made by Director Davenport, seconded by Director Kesler, and upon vote unanimously carried, the Board authorized the District Accountant to prepare and sign the DLG-70 mill levy certification form, for certification to the Board of County Commissioners and other interested parties.

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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.

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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.

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

**Change Order No. 1:** The Board reviewed Change Order No. 1 to the Agreement between the District and Insituform Technologies, LLC in an amount not to exceed \$75,000..

Following discussion, upon motion, duly made by Director Kesler, seconded by Director Davenport upon vote, unanimously carried, the Board approved Change Order No. 1 to the Agreement between the District and Insituform Technologies, LLC in an amount not to exceed \$75,000, subject to final review by Mr. Willis and Director Fabisiak.

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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:** Attorney Flynn 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*

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Secretary for the Meeting