

RECORD OF PROCEEDINGS

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, 2008

The regular meeting of the Board of Directors of the Northwest Lakewood Sanitation District and the Board of Directors of the Wastewater Utility Enterprise (referred to hereafter as "Board") was convened on Wednesday, the 27th day of August, 2008, at 4:30 P.M., at the offices of the District, 141 Union Boulevard, Suite 150, Lakewood, Colorado 80228. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Michael Curran, President
Richard Billings
Anthony M. Dursey
James D. "Jim" Zimmerman

Upon motion duly made by Director Dursey, seconded by Director Zimmerman and, upon vote, unanimously carried, the absence of Catherine "CiCi" Kesler was excused.

Also In Attendance Were:

Lisa A. Johnson and Lisa A. Jacoby; Special District Management Services, Inc.

Tim Flynn, Esq.; Collins, Cockrel & Cole, P.C.

Wayne Ramey; Ramey Environmental Compliance

Bill Willis; Martin/Martin

Jim Manire; James Capital Advisors, Inc.

See attached list for members of the public also in attendance.

ADMINISTRATIVE MATTERS

Minutes: The Board reviewed the minutes of the July 23, 2008 regular meeting.

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Following discussion, upon motion duly made by Director Dursey, seconded by Director Zimmerman and, upon vote, unanimously carried, the minutes of the June 25, 2008 regular meeting were approved.

Citizen's Advisory Committee ("CAC"): **Informational enclosure for the Applewood Valley Association ("AVA") newsletter.** Ms. Johnson presented a proposed draft. Attorney Flynn expressed his concern that the informational piece may violate the Fair Campaign Practices Act if mailed or prepared in whole or in part at District expense. The Board did not approve the informational piece but noted that it has no objection to the AVA drafting their own informational piece for their newsletter. Ms. Johnson was asked to contact Barbara Barry regarding the Board's decision and to also discuss the ramifications of the Fair Campaign Practices Act.

Donation to the AVA. The Board declined the request for a donation toward the cost of printing.

Website revisions. Following discussion, upon motion duly made by Director Dursey, seconded by Director Billings and, upon vote, unanimously carried, the Board approved the revisions to the website as suggested by Barbara Barry, CAC member and authorized the expenditure of an amount not to exceed \$700 for staff and webmaster time for the project.

Community Meetings. Ms. Johnson and Ms. Jacoby presented the information that will be displayed at the Community Meetings scheduled for September 2, 2008 at 6:00 p.m. at the offices of Martin/Martin and September 23, 2008 at 6:30 p.m. at the Applewood Valley United Methodist Church.

2008 SDA Annual Business Meeting: The Board authorized the President to execute the proxy for the 2008 SDA Annual Business Meeting.

FINANCIAL MATTERS

Claims: The Board considered the approval of the payment of claims through the period ending August 27, 2008, as follows:

General Fund	\$ 10,006.88
Enterprise Fund	<u>284,455.76</u>
Total	\$ <u>294,462.64</u>

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The Board requested that the District Manager verify the charges by Westridge before payment is released.

Following discussion, upon motion duly made by Director Zimmerman, seconded by Director Billings and, upon vote, unanimously carried, the Board approved the payment of claims for the period ending August 27, 2008.

Financial Statements: The Board reviewed the unaudited financial statements of the District setting forth the cash deposits, investments, and budget analysis, and accounts payable vouchers for the period ending July 31, 2008 and the schedule of cash position as of August 27, 2008.

Following discussion, upon motion duly made by Director Zimmerman, seconded by Director Billings and, upon vote, unanimously carried, the Board accepted the unaudited financial statements for the period ending July 31, 2008.

Investments: Staff was directed to work with Director Kesler on the maturing CDs.

College Park quarterly charges: Mr. Willis presented a report on the recommendation regarding a reconciliation of the quarterly billing charges and the adjustment that may be required. The Board directed Mr. Willis to work directly with College Park to review the analysis and discuss the process for adjusting the calculations, as described in the Service Agreement.

LEGAL MATTERS

Denver Water/Moffat Water Treatment Plant issues: Attorney Flynn presented a draft letter to be sent to Denver Water regarding the tap fees and back service charges owed by Denver Water for its Moffat Treatment Plant property. The Board directed Attorney Flynn to transmit the letter to Denver Water.

Attorney's report: Inclusion of 11025 Linda Vista Drive property. Following discussion, upon motion duly made by Director Dursey, seconded by Director Billings and, upon vote, unanimously carried, the Board acknowledged receipt of the petition for inclusion from Peter and Charlotte L. Swenson and determined to hold the public hearing at the September 24, 2008 regular meeting of the Board.

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Resolution to amend Rules and Regulations. Following discussion, upon motion duly made by Director Dursey, seconded by Director Zimmermann and, upon vote, unanimously carried, the Board approved the adoption of the Resolution to Amend Rules and Regulations to impose penalties and collection process for failure to pay the grease trap inspection fees. A copy of the Resolution is attached hereto and incorporated herein by this reference.

First Amendment to Special District Management Services, Inc. Agreement: Attorney presented the First Amendment to the Agreement.

Following discussion, upon motion duly made by Director Dursey, seconded by Director Zimmerman and, upon vote, unanimously carried, the Board approved the First Amendment to Special District Management Services, Inc. Agreement.

4101 Miller Street: VCUP application. Attorney Flynn reported that he is continuing to work with Jefferson County regarding the standard that they will be applying to the site clean up before they will consider purchasing the property.

Fence. Attorney Flynn presented the City's response and the recommended fencing option.

Following discussion, upon motion duly made by Director Dursey, seconded by Director Billings and, upon vote, unanimously carried, the Board directed that the termination of the License Agreement be rescinded upon installation of the fence and gate by the City.

Legal description of the District: Attorney Flynn reported that he will file a motion with the Jefferson County District Court requesting an amendment to the organizational decree to correct the error in the legal description.

Director Dursey left the meeting at this point.

November 4, 2008 Special Election: Schedule. Ms. Johnson reviewed the schedule for the election.

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Resolution to Call the November 4, 2008 Election. Action was deferred to the September 2, 2008 reconvened regular meeting.

Intergovernmental Agreements with the County. Following discussion, upon motion duly made by Director Zimmerman, seconded by Director Billings and, upon vote, unanimously carried, the Board approved the Intergovernmental Agreements with the County for the conduct of the election and for the mailing of the TABOR Notices, subject to adoption of the Resolution to Call the November 4, 2008 Election.

Dissection of the ballot issue. Attorney Flynn advised against preparing and distributing a dissection of the ballot issue due to the limitations on expenditures by the District under the Fair Campaign Practices Act. The Board agreed.

OPERATIONS MATTERS

Plant Manager's Report: Mr. Ramey presented the August 2008 monthly report. A copy of the report is attached hereto and incorporated herein by this reference.

Grease trap inspections. Mr. Ramey presented the August 2008 report.

Termination of service to non-compliant commercial properties. Mr. Ramey reported that he will meet with the owners of Paramount Lanes on Friday to review the grease trap requirements.

Mr. Mangieri, owner of the Marina Car Wash, addressed the Board. Mr. Mangieri asked that he be allowed to self-monitor the grease interceptor in lieu of the monthly inspections by Ramey Environmental Compliance ("REC"). Mr. Ramey agreed that this particular establishment would be acceptable for self-monitoring and an annual inspection by REC would be sufficient to monitor compliance.

Following discussion, upon motion duly made by Director Dursey, seconded by Director Billings and, upon vote, unanimously carried, the Board approved self-monitoring for the Marina Car Wash and an annual inspection by REC to monitor compliance.

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Engineer's report: Main extension from Robb Street to Routt Street. Mr. Willis reported that the contractor has provided a timeline for completion of the repairs. Attorney Flynn will transmit a letter to Mr. Webster, the effected homeowner, to notify him of the repair schedule.

2008 Improvements: Award of Contract. Following discussion, upon motion duly made by Director Billings, seconded by Director Zimmerman and, upon vote, unanimously carried, the Board ratified the approval of the Award of Contract to C&L Backhoe Excavating, Inc. for an amount not to exceed \$515,707.17.

Consulting Services Agreement. Following discussion, upon motion duly made by Director Billings, seconded by Director Zimmerman and, upon vote, unanimously carried, the Board ratified the approval of the Consulting Services Agreement with Ground Engineering Consultants, Inc. for soils and other materials testing for an amount not to exceed \$14,000.

City of Wheat Ridge permitting requirements: Mr. Willis reported that he is continuing to negotiate with the City on the fees.

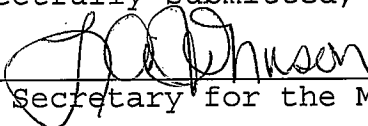
3061 Union Street: Mr. Willis reported that the issue has been resolved.

ADJOURNMENT

There being no further business to come before the Board at this time, upon motion duly made, seconded and, upon vote, unanimously carried, the meeting was continued to Tuesday, September 2, 2008 at 6:00 p.m. at the offices of Martin/Martin Consulting Engineers, 12499 W. Colfax Avenue Lakewood, Colorado.

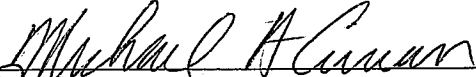
Respectfully submitted,

By

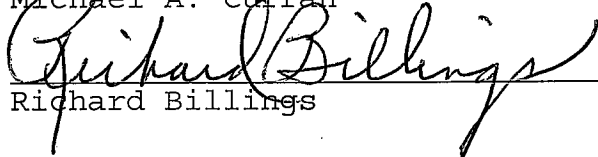

Secretary for the Meeting

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THESE MINUTES APPROVED AS THE OFFICIAL AUGUST 27, 2008
MINUTES OF THE NORTHWEST LAKEWOOD SANITATION DISTRICT BY
THE BOARD OF DIRECTORS SIGNING BELOW:



Michael A. Curran

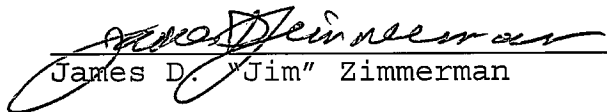


Richard Billings

Anthony M. Dursey



Catherine C. Kesler



James D. "Jim" Zimmerman



Northwest Lakewood Sanitation District Monthly Report

August 2008

Plant Activities:

- July 14th** Completed locates, and entered UNCC data into data base. Completed a tap inspection at 1960 Zinnia Street. Followed up with Will Raatz, of Martin and Martin, concerning main debris on Skyline Dr. A lot of broken manhole rings were found to be dropped into the flow line from roto-milling done by the overlay project for the City of Wheat Ridge. Will contacted the contractor, and passed the cell number of the foreman onto Bert, so contact could be made when more problems were encountered.
- July 15th** Completed locates, and entered UNCC data into data base. Completed an emergency locate at 26th Ave & Iris St. Videoed in section 15, for a total of 4 lines, and 777.3 feet. Delivered grease trap violation letters. Spoke to Chuck Manigeri, of Marina Carwash to set up meeting for 8/17/08. Completed 1 grease trap inspection.
- July 16th** Completed locates, and entered UNCC data into data base. Checked manholes on Skyline Dr. for any remaining debris from the paving project. Minor problems were discovered, but not like the southern area of Skyline from last week.
- July 17th** Completed locates, and entered UNCC data into data base. Videoed in section 12, for a total of 1 line and 328 feet. Met at Marina Carwash with Will Raatz, and Chuck Mangeri to look at the new sampling points. Completed grease trap questionnaires for Chili's and Goodtimes. Completed 1 grease trap inspection.
- July 18th** Completed locates, and entered UNCC data into data base. Jetted in section 19, for a total of 1 line and 350 feet. Completed 4 grease trap inspections.
- July 21st** Completed locates, and entered UNCC data into data base. Completed 3 grease trap inspections.
- July 22nd** Completed locates, and entered UNCC data into data base. Completed 5 grease trap inspections.

- July 23rd** Completed locates and entered UNCC data into data base. Spoke with Ved Varma concerning the old Applewood Bowling building. He would like to keep the kitchen intact for the next new business. Ved will call us when he gets access to the building so we can fill out a questionnaire and see the kitchen itself.
- July 24th** Completed locates and entered UNCC data into data base. Spoke with a home owner at 1700 Viewpoint Rd, concerning the lateral easement. Referred homeowner to Martin & Martin.
- July 25th** Completed locates, and entered UNCC data into data base.
- July 26th** Responded to emergency locate at 2582 Beech Ct.
- July 28th** Completed locates, and entered UNCC data into data base. Looked into a manhole that has settled in front of 11540 27th Pl. Spoke to Dave, with the City of Lakewood concerning repairs coming up in the area.
- July 29th** Completed locates, and entered UNCC data into data base.
- July 30th** Completed locates, and entered UNCC data into data base. Completed 3 grease trap inspections.
- July 31st** Completed locates, and entered UNCC data into data base. Met with Chuck at Marina Carwash, to show him how to measure the interceptor with a proper gauge.
- Aug 1st** Completed locates, and entered UNCC data into the data base. Jetted in section 12, for a total of 1 line and 325 feet. Completed 8 grease trap inspections.
- Aug 2nd** Responded to an emergency locate at 30th Ave & Kipling St.
- Aug 4th** Completed locates, and entered UNCC data into data base. Videoed in section 10, for a total of 7 lines, and 117 feet.
- Aug 5th** Completed locates and entered UNCC data into the data base. Delivered grease trap violation letters. Videoed in sections 4, 7, & 10 for a total of 12 lines, and 2172 feet.
- Aug 6th** Completed locates, and entered UNCC data into the data base. Jetted in section 1, 2, 3, 4, & 15, for a total of 21 lines, and 5167 feet.
- Aug 7th** Completed locates and entered UNCC data into data base. Jetted in section 19, for a total of 16 lines, and 3021 feet. Cut in section 19 for an additional 1696 feet. Completed a tap inspection/interceptor install at 2610 Youngfield St. Met with the owner of Applewood Auto Body concerning his grease interceptor and the repairs that need to be made. Spoke with Chuck, at Marina Carwash concerning his interceptor. Followed up on establishments needing grease trap repairs. Completed 2 grease trap inspections.

- Aug 8th** Completed locates and entered UNCC data into data base. Videoed in sections 1, 2, 3, & 4, for a total of 17 lines, and 4198 feet. Delivered grease trap violation letters.
- Aug 11th** Completed locates and entered UNCC data into data base. Jetted in sections 7, 9, 14, & 21, for a total of 16 lines, and 4322 feet. Completed 2 grease trap inspections.
- Aug 12th** Completed locates and entered UNCC data into data base. Jetted in section 16, for a total of 18 lines, and 4223 feet.
- Aug 13th** Completed locates and entered UNCC data into data base. Jetted in section 16, for a total of 19 lines, and 5519 feet. Called and visited all establishments that are currently in violation, regarding grease traps. Completed 1 grease trap inspection.
- Aug 14th** Completed locates and entered UNCC data into data base. Videoed in sections 1, 2, & 16, for a total of 14 lines and 3148 feet.
- Aug 15th** Completed locates and entered UNCC data into data base.

Collection System Televising			
Date	Section(s)	No. of Lines	Total Footage
7/15/08	15	4	777
7/17/08	12	1	328
8/04/08	10	7	1171
8/05/08	4,7,10	12	2172
8/08/08	1,2,3,4	17	4198
8/14/08	1,2,16	14	3149

Address	UNCC Time per Locate	Date
2470 Iris St	1	8/05/08
1784 Robb St	1	8/05/08
12930 W.15 th Dr	1	8/12/08
11201 Linda Vista	2	7/10/08
2560 Hoyt St	2	7/10/08
2040 Braun St	2	7/10/08
2675 Taft Ct	2	7/11/08
1851 Winfield Dr	2	7/11/08
13991 Braun Dr	2	7/11/08
1960 Zinnia St	2	7/14/08
2599 Iris St	2	7/14/08
1220 Hawthorne	2	7/15/08
1250 Orchard St	2	7/16/08
24 Hillside Dr	2	7/16/08
1220 Hawthorne	2	7/17/08
2030 Willow Ln	2	7/17/08

3190 Youngfield St	2	7/18/08
2525 Youngfield St	2	7/18/08
2880 Wright Ct	2	7/18/08
11362 W.27 th Ave	2	7/21/08
3195 Simms St	2	7/21/08
3029 Vivian St	2	7/21/08
W.32 nd Ave & Youngfield St	2	7/21/08
12510 W.31 st Ave	2	7/21/08
10957 W.31 st Ave	2	7/22/08
3190 Youngfield St	2	7/22/08
2585 Eldridge St	2	7/22/08
3042 Nelson Dr	2	7/23/08
3042 Nelson Dr	2	7/23/08
3253 Taft Pl	2	7/24/08
1850 Alkire Ct	2	7/24/08
1825 Union St	2	7/25/08
2005 Willow Ln	2	7/25/08
12599 W.27 th Ave	2	7/25/08
10897 W.30 th Pl	2	7/25/08
24 Hillside Dr	2	7/25/08
10034 W.30 th Ave	2	7/28/08
2100 Willow Lane	2	7/28/08
W.20 th Ave & Moore St	2	7/29/08
3187 Robb Cir	2	7/29/08
1010 Alkire St	2	7/29/08
2610 Youngfield St	2	7/30/08
2580 Parfet St	2	7/30/08
1935 Alkire St	2	7/30/08
12300 W.17 th Ave	2	7/31/08
2555 Miller St	2	7/31/08
2155 Union St	2	8/01/08
2755 Taft Ct	2	8/01/08
10325 W.23 rd Ave	2	8/04/08
2500 Urban St	2	8/04/08
1865 Tabor St	2	8/04/08
3042 Nelson Dr	2	8/05/08
2535 Miller St	2	8/05/08
Alkire St & W.9 th	2	8/06/08
2071 Willow Ln	2	8/06/08
13992 W.20 th Pl	2	8/06/08
3001 Oak St	2	8/06/08
11225 W.32 nd Ave	2	8/06/08
11944 Applewood Knolls	2	8/07/08
12124 W.31 st Pl	2	8/07/08
Hawthorne Rd & W. Colfax	2	8/08/08
W.32 nd & Routt St	2	8/08/08
Quail St & W.32 nd Ave	2	8/08/08
Quail St & W.28 th Pl	2	8/08/08
2100 Youngfield St	2	8/08/08
Cole St & W. Colfax	2	8/08/08
2170 Lewis St	2	8/11/08
2010 Nelson St	2	8/12/08
Orchard Rd & W. 15 th	2	8/13/08
11166 W.26 th Pl	2	8/13/08
2610 Youngfield St	2	8/13/08
Orchard Rd & W.15 th Dr	2	8/13/08
13265 W.15 th Dr	2	8/13/08
13225 W.15 th Dr	2	8/13/08
12830 W.15 th Dr	2	8/13/08

Winfield & W.20 th Ave	3	7/23/08
Wide Acres Rd & Youngfield	3	8/07/08
2470 Iris St	3	8/11/08
2480 Iris St	3	8/11/08