

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
FEBRUARY 27, 2008

A 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 February, 2008, at 4:30 P.M., at the offices of the District, 141 Union Boulevard, Suite 150, Lakewood, Colorado 80226. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Michael Curran, President

Catherine "CiCi" Kesler

Anthony M. Dursey

Upon motion duly made by Director Kesler, seconded by Director Dursey and, upon vote, unanimously carried, the absence of Richard Billings was excused.

Also In Attendance Were:

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

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

Britton Evans; Martin & Martin

Wayne Ramey; Ramey Environmental Compliance

See attached sheet for others in attendance.

PUBLIC COMMENTS

Members of the public addressed the Board regarding the Facilities Renovation Fee.

ADMINISTRATIVE MATTERS

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

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Following discussion, upon motion duly made by Director Kesler, seconded by Director Dursey and, upon vote, unanimously carried, the minutes of the January 23, 2008 regular meeting were approved.

Resolution No. 2008-03-01 regarding 24-hour posting place: The Board considered Resolution No. 2008-03-01 designating the place at which notice will be posted at least 24 hours prior to each meeting. Following review, upon motion duly made by Director Kesler, seconded by Director Dursey and, upon vote, unanimously carried, the Board adopted Resolution 2008-03-01 as presented. A copy of the Resolution is attached hereto and incorporated herein by this reference.

District Manager role: Discussion was deferred.

Facilities Renovation Fee: Survey results. Ms. Johnson presented a summary of the survey responses, 396 respondents preferred imposition of the fee and 863 respondents preferred a mill levy increase.

The Board directed staff to prepare for a November 2008 election.

Following discussion, upon motion duly made by Director Kesler, seconded by Director Dursey and, upon vote, unanimously carried, the Board deferred imposition of the 2008 Facilities Renovation Fee, pending the outcome of the November 2008 election.

James Capital Investments. The presentation was deferred.

FINANCIAL MATTERS

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

| | |
|-----------------|---------------------|
| General Fund | \$ 3,223.68 |
| Enterprise Fund | <u>272,316.46</u> |
| Total | <u>\$275,540.14</u> |

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

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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 periods ending December 31, 2007 (revised) and January 31, 2008 and the schedule of cash position as of February 27, 2008.

Following discussion, upon motion duly made by Director Kesler, seconded by Director Dursey and, upon vote, unanimously carried, the Board accepted the unaudited financial statements for the periods ending December 31, 2007 (revised) and January 31, 2008.

Investments: The Board instructed staff to work with Director Kesler on maturing certificates of deposit.

LEGAL MATTERS

4101 Miller Street: EXECUTIVE SESSION: Pursuant to 24-6-402(4), C.R.S., Director Kesler moved and Director Dursey seconded a motion that the regular public meeting of the Board of the District adjourn and, that the Board reconvene in Executive Session for the sole purpose of receiving from the Board's attorney legal advice on the clean up of the property at 4101 Miller Street as authorized by 24-6-402(4)(b), C.R.S, upon an affirmative vote of at least two-thirds of the quorum present, the meeting was adjourned to Executive Session at 5:30 p.m.

The Board reconvened in regular session at 5:55 p.m.

The Board directed staff to proceed with the clean-up of the property at 4101 Miller Street as discussed.

Exclusion of 10001 W. 32nd Avenue and 3380 and 3400 Parfet Street properties at District expense: Attorney Flynn discussed the need to exclude these properties. The Board directed Attorney Flynn to contact the property owners regarding the exclusion process.

OPERATIONS MATTERS

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

Engineer's report: 2008 Sewer System improvements. The report was deferred.

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Denver Water/Moffat Water Treatment Plant. The report was deferred.

Main extension from Robb Street to Routt Street. The report was deferred.

20th Avenue and Quail (Denver Water/former YMCA property). Mr. Evans presented the draft letter to Denver Water. The Board will review the letter and provide their comments by Thursday, February 28, 2008, staff will incorporate any comments and transmit the letter to Denver Water.

25th Avenue Sanitary Sewer Extension: Following discussion, upon motion duly made by Director Dursey, seconded by Director Kesler and, upon vote, unanimously carried, the Board approved the contract with Brown Brothers Asphalt & Concrete, Inc. for the 25th Avenue Sanitary Sewer Extension project for an amount not to exceed \$18,800.

Following discussion, upon motion duly made by Director Kesler, seconded by Director Dursey and, upon vote, unanimously carried, the Board approved the contract with Ground Engineering Consultants, Inc. for materials testing for the 25th Avenue Sanitary Sewer Extension project for an amount not to exceed \$1,888.

OTHER BUSINESS


District website: Following discussion, upon motion duly made by Director Dursey, seconded by Director Kesler and, upon vote, unanimously carried, the Board approved the Agreement for Web Site Services with Techsoft.

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 Wednesday, March 5, 2008 at 10:00 a.m. at the regular meeting place.

Respectfully submitted,

By


Secretary for the Meeting

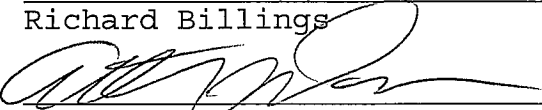
RECORD OF PROCEEDINGS

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

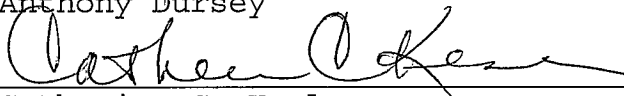


Michael A. Curran

Richard Billings



Anthony Dursey


Catherine C. Kesler

NORTHWEST LAKEWOOD SANITATION DISTRICT

February 27, 2008

Please ***print*** your name, address and phone number and the issue(s) you are interested in addressing at this meeting.

| NAME | ADDRESS | TELEPHONE/EMAIL | ISSUE(S) TO BE ADDRESSED |
|------------------------------|-----------------|--|--------------------------|
| Jim Anderson | 2445 Carbon St. | (303) 238-4235 Green 84 chevy@AOL.com | |
| John Augustue | 10801 W 29th | Lakewood | Listening |
| C. E. Russ | 2931 Oak St | Lakewood, CO | " |
| Richard A. Joist | 3051 Oak | Lakewood Co | " |
| Vicki Street City Council | 4890 W 13th Dr | 303-238-2574 | |
| Sheila Bardwell | 3345 Simms | 3-478-5484 | " |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

RESOLUTION NO. 2008-01-01
RESOLUTION OF THE BOARD OF DIRECTORS
OF THE NORTHWEST LAKEWOOD SANITATION DISTRICT
REGARDING POSTING FOR MEETINGS

WHEREAS, Special Districts are required by Subsection 24-6-402(2)(c), C.R.S., to designate annually at the District Board's first regular meeting of each calendar year, the place at which notice will be posted at least 24 hours prior to each meeting.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE NORTHWEST LAKEWOOD SANITATION DISTRICT AS FOLLOWS:

1. Notices of meetings of the District Board required pursuant to Section 24-6-401, et seq., C.R.S., shall be posted within the boundaries of the District at least 24 hours prior to each meeting at the following location:

Gold's Corner Grocery
10021 West 26th Avenue
Wheat Ridge, Colorado 80215

2. Notices of regular or special meetings required to be posted at three public places within the District and at the office of the County Clerk and Recorder at least three days prior to said meeting shall continue to be made pursuant to Section 32-1-903(2), C.R.S.

ADOPTED this 27th day of February, 2008.

NORTHWEST LAKEWOOD SANITATION DISTRICT



Secretary



Northwest Lakewood Sanitation District Monthly Report

Feb 2008

Plant Activities:

- Jan 14th** Bert and Darrin - Completed locates, and entered UNCC data into data base. At the request of Martin & Martin, a video was done at 1945 Applewood Dr. The video showed heavy roots growing out of the tap. Britton Evans, of Martin & Martin requested that the line be cut and roots cleared.
- Jan 15th** Bert and Darrin - Completed locates, and entered UNCC data into data base. Bert—Root cut 400 feet of the line at 1945 Applewood Drive. This data was taken to Patrick, of Martin & Martin.
- Jan 16th** Bert and Darrin – Completed locates, and entered UNCC data into data base
- Jan 17th** Bert and Darrin –Received a call from SDM, NWLSD monthly packet ready for pick up. Meet with Denver Water contractor CDM at manhole G-20 to install monitoring equipment to measure discharge flows from Moffat treatment plant, delayed because permits and licensing not complete with City of Lakewood.
- Jan 18th** Bert and Darrin - Completed locates, and entered UNCC data into data base. Received a call from contractor replacing sewer lateral at 1990 Tabor Street, to schedule inspection on 1-22-08. Received a call from owner at 2540 Youngfield asking questions about grease interceptor behind building. On site visit.
- Jan 21st** John and Darrin – Completed locates, and entered UNCC data into data base. John - Completed 10 grease trap inspections:

Grease Trap Inspections

| | |
|------------------|--------|
| China Garden | Pass |
| Food Concepts | Pass |
| Gold's Grocery | Failed |
| Jimmy's Wings | Failed |
| Papa John's | Failed |
| Pizza Hut | Passed |
| Senior Burrito's | Passed |
| Tafolino's | Failed |

Ruff's BBQ supply No Trap needed, sales only

- Jan 22nd** Bert and Darrin – Completed locates, and entered UNCC data into data base.
- Jan 23rd** Bert and Darrin—Completed locates, and entered UNCC data into data base.
- Jan 24th** Bert and Darrin – Completed locates, and entered UNCC data into data base.
Performed a tap inspection at 1990 Tabor Street
- Jan 25th** Bert and Darrin - Completed locates, and entered UNCC data into data base.
- Jan 28th** Bert and Darrin – Completed locates, and entered UNCC data into data base.
- Jan 29th** Bert and Darrin - Completed locates, and entered UNCC data into data base.
- Jan 30th** Bert and Darrin - Completed locates, and entered UNCC data into data base.
Received a call from Greg, of Comfort Dental looking for information about tie in to NWLSD. Greg was directed to Britton Evans, of Martin & Martin. Copied laterals for 2535 and 2540 Swadley Street for Bill and Britton, of Martin & Martin. Measured on 26th Avenue from the front of 2535 to manhole C-12-2, for a total of 400 feet.
- Jan 31st** Bert and Darrin - Completed locates, and entered UNCC data into data base.
Received a call from Pipeline Industries to schedule tap inspection at 13506 W. 22nd Ave for 1/31/07. Called Kendra at SDM/CSI/NWLSD about follow up with tap repair at W.22nd Avenue. Picked up permit card at the District office for 2112 Rott Street.
John – Completed 7 Grease Trap Inspections.

Grease Trap Inspections

| | | |
|----------------|---------|---------|
| Jimmy's Wings | 1-31-08 | Pass |
| Tafolino's | 1-31-08 | Fail |
| Papa John's | 1-31-08 | Pass |
| Tafolino's Too | 1-31-08 | Fail |
| Gold's Grocery | 1-31-08 | Pass |
| Smash Burger | 1-31-08 | Fail |
| Paramont Lanes | 1-31-08 | No Trap |

- Feb 1st** Bert and Darrin – Completed locates, and entered UNCC data into data base.
Videod in section 21 for a total of 8 lines and 1,444.5 feet. Entered video data into NWLSD pipe program.
John – Completed 8 Grease Trap Inspections.

Grease Trap Inspections

| | | |
|-----------------------------|--------|--------|
| Abrusci's Italian Restraunt | 2-1-08 | Failed |
| Applewood Auto Body | 2-1-08 | Passed |
| Brando's Bar & Grill | 2-1-08 | Passed |
| Chili's | 2-1-08 | Passed |
| Chipotle | 2-1-08 | Passed |
| Conoco | 2-1-08 | Passed |
| Mona-Via | 2-1-08 | Passed |
| Conoco Break Place | 2-1-08 | Passed |

Feb 4th Bert and Darrin – Completed locates, and entered UNCC data into data base.

Feb 5th Darrin and John – Completed locates, and entered UNCC data into data base.
John – Completed 4 Grease Trap Inspections.

Grease Trap Inspections

| | | |
|-----------------------|--------|--------|
| King Sooper's Trap #1 | 2/5/08 | Passed |
| King Sooper's Trap #2 | 2/5/08 | Passed |
| Glenn's Garage | 2/5/08 | Passed |
| Gas Express | 2/5/08 | Passed |

Feb 6th Bert and Darrin – Completed locates, and entered UNCC data into data base.
Completed tap inspection at 12995 W. 15th Ave for Pipeline Industries. At the request of SDM, inspected a heaving sidewalk at 26th Ave and Oak St. C&L Backhoe repaired this in 2007.

Feb 8th Bert and Darrin – Completed locates, and entered UNCC data into the data base.

Feb 11th Bert and Darrin – Completed locates, and entered UNCC data into the data base.
Checked on manholes on Wright Ct. and 36th Ave these were both still covered.
And the one on Taft Ct. was uncovered.
John – Completed 15 Grease Trap Inspections.

Grease Trap Inspections

| | | |
|-----------------------------|---------|--------|
| Noodles & Company | 2/11/08 | Passed |
| Old Chicago | 2/11/08 | Passed |
| Welchester Elementary | 2/11/08 | Passed |
| Goodtime's | 2/11/08 | Failed |
| Lafonda De Acebo | 2/11/08 | Failed |
| Lakewood Rentals | 2/11/08 | Passed |
| Manning School | 2/11/08 | Passed |
| Maple Grove Elementary | 2/11/08 | Passed |
| Maries Café | 2/11/08 | Passed |
| McDonalds | 2/11/08 | Passed |
| John & Karen Litz Preschool | 2/11/08 | N/A |
| Vivian Elementary | 2/11/08 | Passed |
| Prospect Valley Elementary | 2/11/08 | Passed |
| Stober Elementary | 2/11/08 | Passed |
| Marina Carwash | 2/11/08 | Failed |

Feb 12th Bert and Darrin – Completed locates, and entered UNCC data into the data base.
Investigated tie-in and tap possibilities for Diamond Excavating (Applewood Grange) at 3130 Youngfield St. They are currently on a leach and septic system.
Referred the contractor, to Britton Evans, of Martin & Martin.
John – Completed 13 Grease trap inspections.

Grease Trap Inspections

| | | |
|---------------------|---------|--------|
| Lube & Latte | 2/12/08 | Passed |
| Sundance Automotive | 2/12/08 | Passed |
| Taco Bell | 2/12/08 | Passed |
| Smash Burger | 2/12/08 | Passed |
| Senior Burritos | 2/12/08 | Passed |
| Food Concepts | 2/12/08 | Passed |
| Tafolino's Too | 2/12/08 | Passed |
| Tafolino's | 2/12/08 | Passed |
| Papa John's | 2/12/08 | Passed |
| Jimmy's Wings | 2/12/08 | Passed |
| Pizza Hut | 2/12/08 | Passed |
| China Garden | 2/12/08 | Passed |
| Gold's Grocery | 2/12/08 | Passed |

Feb 13th Bert and Darrin – Complete locates, and entered UNCC data into the data base. Received a call from the District Attorney's office regarding a conference call on Thursday Feb 14th, 2008. Videoed in section 21 for a total of 16 lines and 3089ft. Entered video data in to NWLSD Pipe program.

Feb 14th Bert and Darrin – Complete locates, and entered UNCC data into the data base. Observed flow information download at the Moffat Treatment Plant. Met with Lisa Johnson, & Crystal, at SDM about posting of NWLSD meeting monthly for the District. Bert had a conference call with Tim Flynn, Wayne Ramey, Curt Dominicak, about the soils investigation at the treatment plant, 4101 Miller Street.

Feb 15th Bert and Darrin—Completed locates, entered UNCC data into data base. Met Patrick Roberts, at Lee Street and 21st Ave to check on the sink age of the main. Researched 2007 videos for the final report to Britton Evans on 2008 repairs.
John – Completed 1 Grease Trap Inspection.
Grease Trap Inspection

La Fonda De Acebo Pass

| Collection System Televising | | | |
|------------------------------|------------|--------------|---------------|
| Date | Section(s) | No. of Lines | Total Footage |
| 1-14-08 | 7 | 1 | 147.3 |
| 2-1-08 | 21 | 8 | 1444.5 |
| 2-13-08 | 21 | 16 | 3088.6 |

| Address | UNCC Time per Locate | Date |
|----------------------------------|----------------------|---------|
| 11305 Benthaven Dr | 2 | 1-11-08 |
| W.25 th Ave & Iris St | 3 | 1-11-08 |
| View Point Dr | 2 | 1-11-08 |
| 2195 Urban Dr | 2 | 1-14-08 |
| 13950 W.20 th St | 2 | 1-14-08 |
| 1526 Cole Blvd | 2 | 1-15-08 |
| 1990 Tabor St | 3 | 1-16-08 |
| Youngfield St | 3 | 1-16-08 |

| | | |
|--|---|----------|
| 11050 W.20 th St | 3 | 1-16-08 |
| 1815 Simms St | 1 | 1-17-08 |
| I-70 & w.32 nd Dr | 2 | 1-17-08 |
| 12982 Wide Acres Dr | 1 | 1-17-08 |
| 2147 Kipling St | 2 | 1-18-08 |
| 2800 Youngfield St | 3 | 1-18-08 |
| 2599 Iris St | 2 | 1-18-08 |
| 2060 Robb St | 2 | 1-18-08 |
| 1753 Swadley St | 2 | 1-21-08 |
| 11615 W.31 st Pl | 2 | 1-22-08 |
| 13690 Wide Acres Rd | 3 | 1-22-08 |
| 2460 Urban St | 2 | 1-22-08 |
| W.25 th Ave & Iris St | 3 | 1-22-08 |
| Youngfield St & W.27 th Ave | 3 | 1-23-08 |
| W.26 th Ave & Youngfield St | 3 | 1-23-08 |
| 24 Hillside Dr | 2 | 1-23-08 |
| 11 Morningside Dr | 2 | 1-23-08 |
| Iris St & W.25 th Ave | 2 | 1-23-08 |
| W.26 th Ave | 3 | 1-24-08 |
| 1525 Arbutus Ct | 2 | 1-25-08 |
| 2368 Ward Dr | 2 | 1-25-08 |
| 2050 Simms St | 2 | 1-25-08 |
| Kipling St & W.26 th Ave | 3 | 1-25-08 |
| 13506 W. 22 nd Pl | 2 | 1-25-08 |
| 3381 Alkire Ct | 2 | 1-28-08 |
| 14025 Foothills Cir | 3 | 1-28-08 |
| 32 nd Ave & I-70 | 2 | 1-29-08 |
| 9715 W.23 rd Ave | 2 | 1-30-08 |
| W.23 rd Ave & Kipling St | 3 | 1-30-08 |
| 2565 Miller St | 2 | 1-30-08 |
| 2075 Moore St | 2 | 1-30-08 |
| Youngfield St & W.27 th Ave | 3 | 1-30-08 |
| 12184 Applewood Knolls | 2 | 1-31-08 |
| W.26 th Ave & Youngfield | 2 | 1-31-08 |
| 2800 Youngfield St | 3 | 1-31-08 |
| 3222 Vivian St | 2 | 2-01-08 |
| 9750 W.25 th Ave | 2 | 2-01-08 |
| 14025 Foothills Circle | 3 | 2-05-08 |
| 12995 W.15 th Dr | 2 | 2-06-08 |
| W.23 rd Ave & Kipling St | 1 | 02-06-08 |
| W.26 th Ave & Youngfield St | 3 | 02-06-08 |
| 2050 Simms St | 2 | 02-06-08 |
| 1520 Whippoorwill Dr | 2 | 02-06-08 |
| 12232 W.32 nd Ave | 2 | 02-07-08 |
| 3130 Youngfield St | 4 | 02-08-08 |
| 1845 Alkire St | 2 | 02-12-08 |
| 3000 Youngfield st | 2 | 02-12-08 |
| 3400 Youngfield St | 2 | 02-12-08 |
| W.26 th Ave & Youngfield St | 3 | 02-13-08 |
| W.23 rd Ave & Kipling St | 2 | 02-13-08 |