

## 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  
MAY 26, 2010

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 26th day of May, 2010, at 4:00 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:

Anthony M. Dursey, President  
James D. "Jim" Zimmerman  
Gregory A. "Greg" Fabisiak  
Robert J. "Bob" Burm

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

#### Also In Attendance Were:

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

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

Bill Willis; Martin/Martin Consulting Engineers

Wayne Ramey; Ramey Environmental Compliance

Chuck Mangieri; Marina Car Wash

### ADMINISTRATIVE MATTERS

Oaths of Office for Newly Elected Directors: Ms. Johnson administered the Oaths of Office to Directors Fabisiak, Dursey, Zimmerman and Burm as the directors elected at the May 4, 2010 election.

## RECORD OF PROCEEDINGS

---

Public Comment: Mr. Mangieri addressed the Board and requested a variance on grease trap inspections for the Marina Car Wash. His request is to self monitor the grease interceptor during a 7 month pumping cycle by testing the interceptor at the end of the fourth month after the initial pumping, rather than testing every month per pumping cycle as he has been doing.

President Dursey suggested that Mr. Mangieri have the interceptor pumped in the first week of November and again in the last week in May of each year, therefore eliminating the need for testing.

Following discussion, upon motion duly made by Director Burm, seconded by Director Fabisiak and, upon vote, unanimously carried, the Board determined that there will be one annual inspection by the District and directed staff to draft a letter to Mr. Mangieri summarizing the Boards action.

Appointment of Officers: Following discussion, upon motion duly made by Director Burm, seconded by Director Fabisiak and, upon vote, unanimously carried, the following slate of officers was appointed:

President	Anthony M. Dursey
Treasurer	Catherine "CiCi" Kesler
Secretary	James D. Zimmerman
Assistant Secretary	Gregory A. Fabisiak
Assistant Secretary	Robert J. Burm

Minutes: The Board reviewed the minutes of the April 28, 2010 regular meeting. Following discussion, upon motion duly made by Director Zimmerman, seconded by Director Burm and, upon vote, unanimously carried, the minutes of the April 28, 2010 regular meeting were approved.

### FINANCIAL MATTERS

Claims: The Board considered approval of the payment of claims through the period ending May 26, 2010, as follows:

General Fund	\$ 6,255.31
Enterprise Fund	325,949.21
Total	<u>\$ 332,204.52</u>

## RECORD OF PROCEEDINGS

---

Following discussion, upon motion duly made by Director Fabisiak, seconded by Director Zimmerman and, upon vote, unanimously carried, the Board approved the payment of claims for the period ending May 26, 2010.

Financial Statements: Mr. Turtle reviewed with the Board the unaudited financial statements of the District setting forth the cash deposits, investments, and budget analysis, and accounts payable vouchers for the period ending April 30, 2010 and the schedule of cash position as of May 25, 2010.

Following discussion, upon motion duly made by Director Fabisiak, seconded by Director Zimmerman and, upon vote, unanimously carried, the Board accepted the unaudited financial statements for the period ending April 30, 2010 and the schedule of cash position as of May 25, 2010, as presented.

Investments: Mr. Turtle presented his research on Treasury Bills and Treasury Notes. The Board directed staff to prepare a project payment schedule along with the quarterly fees to Metro for 2010 to determine what funds are available for investments and present at the July meeting.

### LEGAL MATTERS

Grease Trap Inspections at Abrusci's Restaurant: Attorney Flynn reported that Ramey Environmental Compliance has completed the inspection of the sewer service to Chili's and Abrusci's Restaurants. Attorney Flynn will meet with Wayne Ramey and Bill Willis to review the inspection report and make a recommendation to the Board at the next meeting.

Sewer Service Agreement with College Park Water and Sanitation District: Attorney Flynn reported that work is still in process.

Facilities Renovation Fee-Notice of Liens: Attorney Flynn reported to the Board that he has prepared several lien notices and transmitted them to Ms. Johnson for execution and recordation with Jefferson County. He will continue to prepare the remaining lien notices on all delinquent accounts and transmit to Ms. Johnson for execution and recordation with Jefferson County.

## RECORD OF PROCEEDINGS

---

### OPERATIONS MATTERS

Operations Monthly Report: Mr. Ramey presented the April 2010 monthly report. A copy of the report is attached hereto and incorporated herein by this reference.

Engineer's Report: 2010 Sewer Improvements Project. Mr. Willis reported to the Board that the 2010 sewer improvement project is 22% completed.

Mr. Willis also reported that T. Lowell Construction, Inc. has requested one change order in the amount of \$1,050.00.

Following discussion, upon motion duly made by Director Fabisiak, seconded by Director Zimmerman and, upon vote, unanimously carried, the Board approved Change Order No. 1, from T. Lowell Construction, Inc. in the amount of \$1,050.00.

Demolition and structure removal of wastewater treatment plant. Mr. Willis reported to the Board that Martin/Martin has received a response from the City of Wheat Ridge and have addressed the comments. The Board directed staff to advertise the project and to bring the bid summary to the next meeting.

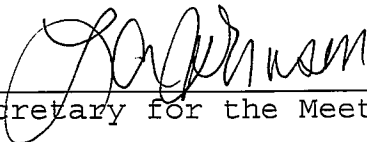
Sewer Improvements on Kipling Street: Mr. Willis presented an estimate of three phases of Kipling Street repairs. The Board directed staff to design the project for Phase A and include the costs to construct Phase A in funding projections for 2010.

### 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 adjourned.

Respectfully submitted,

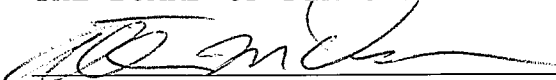
By

  
Secretary for the Meeting

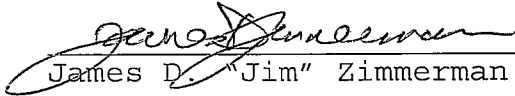
## RECORD OF PROCEEDINGS

---

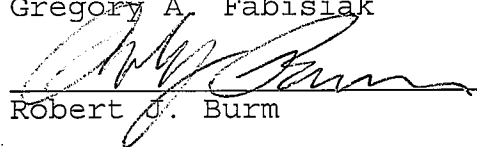
THESE MINUTES APPROVED AS THE OFFICIAL MAY 26, 2010  
MINUTES OF THE NORTHWEST LAKEWOOD SANITATION DISTRICT BY  
THE BOARD OF DIRECTORS SIGNING BELOW:

  
\_\_\_\_\_  
Anthony M. Dursey

\_\_\_\_\_  
Catherine C. Kesler

  
\_\_\_\_\_  
James D. "Jim" Zimmerman

\_\_\_\_\_  
Gregory A. Fabisiak

  
\_\_\_\_\_  
Robert J. Burn



## Northwest Lakewood Sanitation District Monthly Report April 2010

- Thu 4/1 Processed 6 locates. Root cut section 6; 7 runs for a total of 1239 ft.
- Fri 4/2 Processed 7 locates.
- Sat 4/3 Received an emergency call from the answering service to 2900 Ward Ct. for sewage coming into the basement. Manhole had at least 4 ft. of standing water. Jetted the line for 340 feet finding obstructions at 64 feet and 288 feet. Called Belfor Restoration for carpet clean up. No furniture was in the basement.
- Mon 4/5 Processed 14 locates. Received a customer concern from the homeowner at 12800 W. 21<sup>st</sup>. Bert told the homeowner that her problem was a sign of a broken or offset lateral and that REC would check the line. Line was fine, so contacted homeowner to let her know.
- Tue 4/6 Processed 5 locates.
- Wed 4/7 Processed 6 locates.
- Thu 4/8 Processed 2 locates.
- Fri 4/9 Processed 5 locates.
- Sat 4/10 Received an emergency locate for a sewer repair at 1950 Applewood Dr. Darrin responded on site and marked the sewer line and gave Pipeline Industries a map. Pipeline Industries stated that they were remaining in the homeowner's yard and that if that were to change they would contact REC Monday morning for an inspection.
- Mon 4/12 Processed 4 locates.
- Tue 4/13 Processed 5 locates.
- Wed 4/14 Processed 10 locates. Received a customer concern for 10775 W. 26<sup>th</sup> Ave. regarding a sink hole in front of the residence. Bert contacted Patrick at Martin & Martin to meet him on site. Video observation shows a possible illegal 2" tap. Patrick took pictures of a small depression in the rocky area adjacent to the sidewalk. There was no sink hole. Patrick informed the homeowner that he would do some further investigating and let them know what his findings are.
- Thu 4/15 Processed 5 locates.

- Fri 4/16 Processed 4 locates. Checked 21 manholes in repaving project for debris in manhole inverts.
- Sat 4/17 Received a page for a UNCC emergency locate for a fiber optic repair at 10470 W. 38<sup>th</sup> Ave. This is not in the district boundaries, Bert called contractor clearing NWLSD sewer lines.
- Mon 4/19 Processed 4 locates. Received a call from SDMS about a possible home buyer At 1040 Zinnia Street. Bert called buyer back and discussed problems with a video done of the lateral to this property.
- Tue 4/20 Processed 4 locates. Received a call from SDMS informing Bert of sink holes appearing on West 29<sup>th</sup> Place where NWLSD did work last year. Bert went to site and called M&M asking Patrick Roberts to meet him on site to follow up on warranty of this project.
- Wed 4/21 Processed 14 locates.
- Thu 4/22 Processed 3 locates. Performed 12 grease trap inspections:

Good Times	Pass
Conoco	Pass
Maple Grove Elementary	Pass
Manning Elementary	Pass
Prospect Valley Elementary	Pass
La Fonda de Acebo	Pass
King Soopers Trap #1	Pass
King Soopers Trap #2	Pass
Rocky Mtn. Deaf School	Pass
Welchester Elementary	Pass
Stober Elementary	Pass
Vivian Elementary	Pass

- Fri 4/23 Processed 7 locates. Received a call from SDM about a sink hole at 12860 W. 16<sup>th</sup> Dr. Bert went on site and coned the sink hole off, called Will Raatz at M&M and requested Will meet him on site to follow up on this issue and also showed Will another sink hole problem at 23<sup>rd</sup> and Yellowstone.
- Mon 4/26 Processed 10 locates. Received an e-mail from M&M asking to video line At 12860 W. 16<sup>th</sup> Dr. to check integrity of sewer line replaced. Videoed line for 219.4 feet finding no problems with line. Burned DVD of video and dropped off at M&M.

- Tue 4/27 Processed 4 locates. Performed sewer lateral replacement inspection at 12800

Went to 21<sup>st</sup> Ave. Received a call from Patrick Roberts at M& asking if we had a video of line on Braun Dr. for Pleasant View doing repairs on laterals they dug through when putting in a transmission line beside NWLSD's main. Printed report from video and gave to Patrick. Performed 4 grease trap inspections:

McDonald's	Pass
Lakewood Rentals	Pass
Glenn's Garage	Pass
Applewood Automotive	Pass

Wed 4/28 Processed 3 locates. Jetted section 11; 9 runs for a total of 1,475 feet.

Thu 4/29 Processed 6 locates. Performed 9 grease trap inspections:

Sundance Automotive	Pass
Chili's	Pass
Purple Ginger	Pass
Lube and Latte	Pass
Old Chicago	Pass
Noodles & Co.	Pass
Chipotle	Pass
Taco Bell	Pass
Morning Star	Pass

Fri 4/30 Processed 8 locates. Performed a lateral inspection at 9400 W. 26<sup>th</sup> Ave.

	Projected ft. - 2010	YTD actual ft. - 2010	Current 2010 ft.	%YTD - 2010
<b>Cleaning &amp; Hot Spots</b>	100,000	1,475		1.48%
14" less			1,475	
15" more				
<b>Root Cutting</b>	55,000	14,725	1,239	26.77%
14" less				
15" more				
<b>Televising</b>	10,000	1,092	219	10.92%
<b>Total</b>	<b>165,000</b>	<b>17,292</b>	<b>2,933</b>	<b>10%</b>

<b>Televising</b>			
Date	Section	# of Lines	Total Ft.
4/26/10	4	1	219.4 ft.
<b>Jetting</b>			
Date	Section	# of Lines	Total Ft.
4/28/10	11	9	1475 ft.
<b>Root Cutting</b>			
Date	Section	# of Lines	Total Ft.
4/1/10	6	7	1239 ft.

3772 Simms St.	1	4/1/10
1495 Normandy Rd.	1	4/1/10
9755 W. 22 <sup>nd</sup> Pl.	2	4/1/10
2359 Van Gordon St.	2	4/1/10
11725 W. 28 <sup>th</sup> Pl.	2	4/1/10
12700 W. 27 <sup>th</sup> Ave.	2	4/1/10
14055 W. 20 <sup>th</sup> Ave.	1	4/2/10
12421 W. 16 <sup>th</sup> Dr.	2	4/2/10
10065 W. 23 <sup>rd</sup> Ave.	2	4/2/10
11650 W. 24 <sup>th</sup> Pl. Cir.	2	4/2/10
2834 Pierson Way	2	4/2/10
11830 W. 32 <sup>nd</sup> Ave.	2	4/2/10
3127 Owens Ct.	2	4/2/10
10229 W. 25 <sup>th</sup> Ave.	1	4/5/10
1985 Miller St.	1	4/5/10
11852 W. 18 <sup>th</sup> Ave.	1	4/5/10
1765 Swadley St.	1	4/5/10
1753 Swadley St.	1	4/5/10
1755 Swadley St.	1	4/5/10
1763 Swadley St.	1	4/5/10
11710 W. 18 <sup>th</sup> Ave.	1	4/5/10
11770 W. 18 <sup>th</sup> Ave.	1	4/5/10
11772 W. 18 <sup>th</sup> Ave.	1	4/5/10
11880 W. 18 <sup>th</sup> Ave.	1	4/5/10
11850 W. 18 <sup>th</sup> Ave.	1	4/5/10
11802 W. 18 <sup>th</sup> Ave.	1	4/5/10
1835 Alkire Ct.	2	4/5/10
2410 Youngfield St.	2	4/6/10
2659 Quail St.	2	4/6/10
10135 W. 38 <sup>th</sup> Ave.	1	4/6/10
W. 27 <sup>th</sup> Ave. & Youngfield St.	1	4/6/10
I-70 & W. 40 <sup>th</sup> Ave.	1	4/6/10
4251 Kipling St.	1	4/7/10
14101 Elderberry Rd.	1	4/7/10
1475 Kingsbury Ct.	2	4/7/10
2025 Miller Ct	2	4/7/10
3092 Mountain Shadows Dr.	2	4/7/10
10888 W. 30 <sup>th</sup> Pl.	2	4/7/10
12 Hillside Dr.	2	4/8/10
W. 38 <sup>th</sup> Ave. & Kipling St.	1	4/8/10
9900 W. 41 <sup>st</sup> Ave.	1	4/9/10
2090 Tabor Dr.	2	4/9/10
1020 Zinnia St.	2	4/9/10
2490 Braun Dr.	2	4/9/10
11880 Swadley Dr.	2	4/9/10
11165 W. 17 <sup>th</sup> Ave.	1	4/12/10
10365 W. 41 <sup>st</sup> Ave.	1	4/12/10
1255 Youngfield St.	2	4/12/10
1020 Zinnia St.	3	4/12/10
1847 W. Winfield Dr.	2	4/13/10
2280 Eldridge St.	2	4/13/10
1635 Winfield Dr.	2	4/13/10
1827 Quail St.	2	4/13/10
2290 Iris St.	2	4/13/10
3251 Arbutus St.	1	4/14/10
10219 W. 25 <sup>th</sup> Ave.	1	4/14/10
28 Hillside Dr.	2	4/14/10
27 Skyline Dr.	2	4/14/10
10518 W. 31 <sup>st</sup> Ave.	2	4/14/10
12590 W. 29 <sup>th</sup> Ave.	2	4/14/10
1800 Swadley St.	2	4/14/10

3640 Tabor Ct.	2	4/14/10
1975 Winfield Dr.	3	4/14/10
W. 25 <sup>th</sup> Ave. & Kipling St.	3	4/14/10
2067 Garland St.	1	4/15/10
11857 W. 36 <sup>th</sup> Ave.	2	4/15/10
12510 W. 31 <sup>st</sup> Ave.	2	4/15/10
10657 W. 31 <sup>st</sup> Pl.	2	4/15/10
46 Skyline Dr.	2	4/15/10
3995 Moore St.	1	4/16/10
28 Skyline Dr.	2	4/16/10
2582 Newcombe St.	2	4/16/10
1525 Alkire St.	2	4/16/10
11133 W. 17 <sup>th</sup> Ave.	1	4/19/10
3160 Xenon St.	2	4/19/10
13563 W. 21 <sup>st</sup> Ave.	2	4/19/10
27 Hillside Dr.	2	4/19/10
11656 W. 37 <sup>th</sup> Pl.	1	4/20/10
3288 Swadley St.	2	4/20/10
2591 Simms St.	2	4/20/10
1065 Zang St.	2	4/20/10
2890 Alkire St.	1	4/21/10
10470 W. 38 <sup>th</sup> Ave.	1	4/21/10
12376 W. 34 <sup>th</sup> Ave.	2	4/21/10
W. 26 <sup>th</sup> Ave. & Quail St.	2	4/21/10
9400 W. 26 <sup>th</sup> Ave.	2	4/21/10
8 Hillside Dr.	2	4/21/10
2877 Xenon St.	2	4/21/10
2897 Xenon St.	2	4/21/10
2872 Xenon St.	2	4/21/10
1450 Overhill Rd.	2	4/21/10
3092 Nelson Dr.	2	4/21/10
3381 Vivian Dr.	2	4/21/10
2882 Xenon St.	3	4/21/10
W. 34 <sup>th</sup> Pl. & Union St.	3	4/21/10
12111 W. Colfax Ave.	1	4/22/10
11843 W. 27 <sup>th</sup> Dr.	2	4/22/10
W. Colfax Ave.	3	4/22/10
W. 36 <sup>th</sup> Ave. & Johnson St.	1	4/23/10
11654 W. 40 <sup>th</sup> Cir.	1	4/23/10
W. 38 <sup>th</sup> Ave. & Kipling St.	1	4/23/10
10718 W. 31 <sup>st</sup> Pl.	2	4/23/10
3 N. Circle Dr.	2	4/23/10
Hillside Dr. & N. Dawn Ct.	3	4/23/10
16 Hillside Dr.	3	4/23/10
W. 36 <sup>th</sup> Ave. & Johnson St.	1	4/26/10
W. 38 <sup>th</sup> Ave. & Kipling St.	1	4/26/10
1810 Zinnia St.	2	4/26/10
1800 Zinnia St.	2	4/26/10
3285 Alkire Way	2	4/26/10
11200 W. 32 <sup>nd</sup> Ave.	2	4/26/10
12 Hillside Dr.	2	4/26/10
2801 Youngfield St.	3	4/26/10
2897 Xenon St.	3	4/26/10
2872 Xenon St.	3	4/26/10
2882 Xenon St.	3	4/26/10
2877 Xenon St.	3	4/26/10
10470 W. 38 <sup>th</sup> Ave.	1	4/27/10
2801 Youngfield St.	1	4/27/10
10527 W. 31 <sup>st</sup> Ave.	2	4/27/10
1865 Willow Ln.	2	4/27/10
9400 W. 26 <sup>th</sup> Ave.	2	4/27/10
12800 W. 21 <sup>st</sup> Ave.	2	4/28/10
13335 Willow Ln.	2	4/28/10

12325 W. 17 <sup>th</sup> Av	2	4/28/10
1 Rangeview Dr.	2	4/28/10
1601 Robb St.	1	4/29/10
10527 W. 31 <sup>st</sup> Ave.	2	4/29/10
2887 Pierson Way	2	4/29/10
10991 W. 30 <sup>th</sup> Pl.	2	4/29/10
11260 W. 27 <sup>th</sup> Pl.	2	4/29/10
2801 Youngfield St.	2	4/29/10
2550 Garland St.	1	4/30/10
2105 Eldridge Way	1	4/30/10
15301 Denver West Blvd.	1	4/30/10
933 Alkire Ct.	2	4/30/10
1800 Union St.	2	4/30/10
12070 W. 18 <sup>th</sup> Dr.	2	4/30/10
3042 Mountain Shadow Dr.	2	4/30/10
2 Morningside Dr.	2	4/30/10

