

# RECORD OF PROCEEDINGS

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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  
JULY 28, 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 28th day of July, 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  
Catherine "CiCi" Kesler  
James D. "Jim" Zimmerman  
Gregory A. "Greg" Fabisiak

Following discussion, upon motion duly made by Director Zimmerman, seconded by Director Fabisiak and, upon vote, unanimously carried, the absence of Robert J. "Bob" Burm, 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.

Dawn Schilling; Schilling & Company, Inc.

Bill Willis; Martin/Martin Consulting Engineers

Wayne Ramey; Ramey Environmental Compliance

## ADMINISTRATIVE MATTERS

Minutes: The Board reviewed the minutes of the June 23, 2010, regular meeting. Following discussion, upon motion duly made by Director Zimmerman, seconded by Director Fabisiak and, upon vote, unanimously carried, the minutes of the June 23, 2010 regular meeting were approved.

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FINANCIAL  
MATTERS

2009 Audit: Ms. Schilling reviewed the 2009 draft Audit with the Board.

Following review and discussion, upon motion duly made by Director Kesler, seconded by Director Zimmerman and, upon vote, unanimously carried, the Board accepted the 2009 Audit and authorized execution of the Client Representations Letter.

Claims: The Board considered approval of the payment of claims through the period ending July 28, 2010, as follows:

General Fund	\$	12,816.65
Enterprise Fund		79,942.06
Total	\$	92,758.71

Following discussion, upon motion duly made by Director Zimmerman, seconded by Director Kesler and, upon vote, unanimously carried, the Board approved the payment of claims for the period ending July 28, 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 June 30, 2010 and the schedule of cash position as of July 28, 2010.

Following discussion, upon motion duly made by Director Zimmerman, seconded by Director Kesler and, upon vote, unanimously carried, the Board accepted the unaudited financial statements for the period ending June 30, 2010 and the schedule of cash position as of July 28, 2010, as presented.

Investments: Mr. Turtle reviewed the status of investments with the Board. The Board directed staff to transfer all funds from ColoTrust into 1st Bank, except for \$50,000.

2011 Budget: The Board discussed the preparation of the 2011 Budget. Following discussion, upon motion duly made by Director Kesler, seconded by Director Zimmerman and, upon vote, unanimously carried, the Board appointed the District Accountant to prepare the 2011 Budget.

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### LEGAL MATTERS

Grease Trap Inspections at Abrusci's Restaurant: Attorney Flynn reported that John Ramero from the Regency centers, had contact him regarding scheduling a meeting. Attorney Flynn referred him to Lisa Johnson and Wayne Ramey. Ms. Johnson noted that she had spoke to Mr. Romero and had suggested two dates for a meeting and Mr. Romero responded that he and Mr. Bogar were not available on those dates. Ms. Johnson then suggested that he provide the dates in which he and Mr. Bogar are available. Ms. Johnson reported that she has not had a response to date.

Sewer Service Agreement with College Park Water and Sanitation District: Attorney Flynn reported that he has received the capacity analysis from Martin/Martin and will review and report back at the August Board meeting.

Facilities Renovation Fee-Notice of Liens: Attorney Flynn reported to the Board that he continues to transmit the liens to Ms. Johnson for execution and recordation with Jefferson County.

Amendments 60, 61 and Proposition 101: Attorney Flynn summarized the proposed Amendments 60, 61 and Proposition 101 for the Board. The Board directed Attorney Flynn to prepare a resolution opposing Amendments 60, 61 and Proposition 101 for review at the August Board meeting.

### OPERATIONS MATTERS

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

Mr. Ramey also reported that he has moved his office and operations from the plant site to 5415 W. 59th to allow for the demolition of the plant.

Engineer's Report: 2010 Sewer Improvements Project. Mr. Willis reported that T. Lowell Construction's sub contractor, Insituform Technologies, had installed a 24" cured-in-place pipe liner in Parfet Street north of 38th Avenue and the liner failed. The liner needs to be removed and replaced. T. Lowell Construction has proposed a plan and a contingency plan to address the repair. Mr. Willis also reported that there is an additional repair located at 11340 W. 38th Avenue which also needs to be replaced. Mr. Willis noted that District staff will need to

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determine if an easement is in place for this repair before Insituform Technologies can move forward.

**31st Avenue Easements.** Attorney Flynn reviewed with the Board a form of easement containing provisions designed to address the specific 31<sup>st</sup> Avenue situation where an existing sewer line in need of rehabilitation, extends across the landscaped back and side lots of various homeowners. The provisions obligate the District to replace and restore landscaping to a much greater degree than what is customary. Following a brief discussion, the Board authorized Mr. Flynn to forward the easement document to the affected property owners.

**T. Lowell request for an extension of time to complete 2010 Improvements.** Mr. Willis presented a request from T. Lowell Construction requesting an extension of time to complete their work due to additional repairs.

Following discussion, upon motion duly made by Director Kesler, seconded by Director Zimmerman and, upon vote, unanimously carried, the Board approved the request to extend the contract with T. Lowell Construction to September 15, 2010.

Demolition and Structure removal of Waste Water Treatment Plant: Mr. Willis reported to the Board that an asbestos evaluation is needed before moving forward with the demolition. A.G. Wassenaar has proposed to complete the evaluation.

Following discussion, upon motion duly made by Director Kesler, seconded by Director Zimmerman and, upon vote, unanimously carried, the Board authorized Attorney Flynn to draft an addendum to the current contract with A.G. Wassenaar.

Phase A Sewer Improvements on Kipling Street: Mr. Willis reported to the Board that CDOT and the City of Wheat Ridge has agreed to allow the project to occur during the day.

Following discussion, upon motion duly made by Director Kesler, seconded by Director Zimmerman and, upon vote, unanimously carried, the Board authorized Martin/Martin to put the Phase A Sewer Improvements on Kipling Street out for bid.

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Installation of Moffat Treatment Plant Metering Station:  
Mr. Willis presented the design and installation of the Moffat Treatment Plant Metering Station.

Following discussion, upon motion duly made by Director Kesler, seconded by Director Fabisiak and, upon vote, unanimously carried, the Board approved the installation of the Moffat Treatment Plant Metering Station.

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### OTHER BUSINESS

SDA 2010 Annual Conference: Ms. Johnson discussed having Board Members attend the SDA 2010 Annual Conference. Director Zimmerman noted that he would like to attend the conference. Director Kesler also noted her possible interest in attending.

Following discussion, upon motion duly made by Director Kesler, seconded by Director Zimmerman and, upon vote, unanimously carried, the Board authorized all interested Board members to attend the SDA 2010 Annual Conference.


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### 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

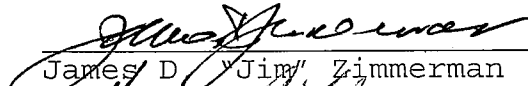
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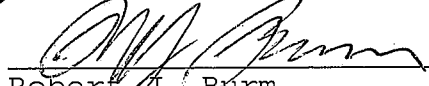
THESE MINUTES APPROVED AS THE OFFICIAL JULY 28, 2010  
MINUTES OF THE NORTHWEST LAKEWOOD SANITATION DISTRICT BY  
THE BOARD OF DIRECTORS SIGNING BELOW:

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

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

  
\_\_\_\_\_  
James D. Zimmerman

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

  
\_\_\_\_\_  
Robert J. Burm



## Northwest Lakewood Sanitation District Monthly Report June 2010

- Tue 6/1 - Processed 7 locates. Jetted sections 11 & 12; 12 runs for a total of 3085 ft.
- Wed 6/2 - Processed 7 locates. Jetted section 7; 2 runs for a total of 320 ft. Received a customer inquiry at 12775 W. 16<sup>th</sup> Pl. for a possible back up. Bert responded at 10:30 am on site and checked the manhole in front of the address. There was no standing water. Line was jetted twice, the flow in the basement was checked again and still not moving, and jetted a 3<sup>rd</sup> time. Bert came back to the office and made a copy of the map for the homeowner. Bert recommended the homeowner get 2 or 3 bids to have the lateral cleaned and televised.
- Thu 6/3 - Processed 10 locates. Performed 2 tap inspections for sewer replacements at 13373 W. 24<sup>th</sup> Pl. and 12775 W. 16<sup>th</sup> Pl.
- Fri 6/4 - Processed 10 locates.
- Mon 6/7 - Processed 5 locates.
- Tue 6/8 - Processed 3 locates.
- Wed 6/9 - Processed 3 locates. Root cut sections 1 & 8; 8 runs for a total of 2322 ft.
- Thu 6/10 - Processed 2 locates. Root cut sections 16 & 21; 4 runs for a total of 1455 ft.
- Fri 6/11 - Processed 7 locates.
- Mon 6/14 - Processed 15 locates.
- Tue 6/15 - Processed 3 locates. Jetted sections 10 & 15; 25 runs for a total of 5975 ft.
- Wed 6/16 - Processed 8 locates.
- Thu 6/17 - Processed 6 locates. Jetted sections 2, 7, 13, 17, 20, & 21; 26 runs for a total of 5658 ft. Jetted in College Park section 20; 3 runs for a total of 667 ft.
- Fri 6/18 - Processed 5 locates. Jetted and root cut sections 11, 12, & 17; 20 runs for a total of 750 ft of jetting and 3985 ft of root cutting.

- Sat 6/19 - John responded to an emergency locate at 2720 Simms St. for a sewer line repair. John located the main and talked to the Pipeline Industry crew. They would not be needing an inspection, as they were staying in the homeowner's yard.
- Mon 6/21 - Processed 5 locates.
- Tue 6/22 - Processed 9 locates.
- Wed 6/23 - Processed 9 locates. Root cut sections 8-11 & 16; 20 runs for a total of 5350 ft.
- Thu 6/24 - Processed 4 locates. Jetted sections 1, 2, 9, 11, & 12; 21 runs for a total of 5045 ft.
- Fri 6/25 - Processed 8 locates.
- Sun 6/27 - Darrin responded to an emergency locate at 11823 W. 27<sup>th</sup> Dr. for a water line break. Darrin painted sewer mains and laterals.
- Mon 6/28 - Processed 12 locates.
- Tue 6/29 - Processed 7 locates. Jetted sections 12, and 13; 21 runs for a total of 4213 feet.
- Wed 6/30 - Processed 12 locates.

	Projected ft. - 2010	YTD actual ft. - 2010	Current 2010 ft.	%YTD - 2010
<b>Cleaning &amp; Hot Spots</b>	100,000	32,756		32.76%
14" less			25,046	
15" more				
<b>Root Cutting</b>	55,000	32,795		59.63%
14" less			13,112	
15" more				
<b>Televising</b>	10,000	1,092	0	10.92%
<b>Total</b>	<b>165,000</b>	<b>66,643</b>	<b>38,158</b>	<b>40%</b>

<b>Jetting</b>			
Date	Section	# of Lines	Total Ft.
6/1/10	11, 12	12	3,085
6/2/10	7	2	320
6/15/10	10, 15	25	5,975
6/17/10	2, 7, 13, 17, 20, 21	26	5,658
6/17/10	20 (College Park)	3	667
6/18/10	17	2	750
6/24/10	1, 2, 9, 11, 12	21	5,045
6/29/10	12	21	4,213

<b>Root Cutting</b>			
Date	Section	# of Lines	Total Ft.
6/9/10	1, 3	8	2,322
6/10/10	16, 21	4	1,455
6/18/10	11, 12, 17	18	3,985
6/23/10	8-11, 14, 16	20	5,350

11843 W. 27 <sup>th</sup> Dr.	2	6/1/10
21 Morningside Dr.	2	6/1/10
2521 Beech Ct.	2	6/1/10
12186 W. 34 <sup>th</sup> Pl.	2	6/1/10
10900 W. 41 <sup>st</sup> Pl.	1	6/1/10
10215 W. 25 <sup>th</sup> Ave.	1	6/1/10
11182 W. 27 <sup>th</sup> Pl.	1	6/1/10
12775 w. 16 <sup>th</sup> Pl.	2	6/2/10
2650 Tabor St.	2	6/2/10
10938 W. 31 <sup>st</sup> Ave.	2	6/2/10
10585 W.36 <sup>th</sup> Pl.	1	6/2/10
3673 Simms St.	1	6/2/10
12989 W. 20 <sup>th</sup> Ave.	1	6/2/10
2877 Xenon St.	1	6/2/10
1827 Quail St.	1	6/3/10
4251 Kipling St.	1	6/3/10
W. 38 <sup>th</sup> Ave. & Kipling St.	1	6/3/10
2124 Hoyt St.	1	6/3/10
9655 W. 25 <sup>th</sup> Pl.	2	6/3/10
26 Morningside Dr.	2	6/3/10
11461 W. 29 <sup>th</sup> Pl.	2	6/3/10
2225 Linda Vista Dr.	2	6/3/10
11398 W. 18 <sup>th</sup> Ave.	2	6/3/10
13373 W. 24 <sup>th</sup> Pl.	2	6/3/10
W. 26 <sup>th</sup> Ave. & Oak St.	2	6/4/10
2300 Urban St.	3	6/4/10
965 Zinnia St.	2	6/4/10
905 Zinnia St.	2	6/4/10
11022 W. 27 <sup>th</sup> Pl.	2	6/4/10
31 Skyline Dr.	2	6/4/10
15301 Denver West Blvd.	1	6/4/10
2836 Zang Way	1	6/4/10

3906 Lee Cir.	1	6/4/10
13373 W. 24 <sup>th</sup> Pl.	2	6/4/10
W. 18 <sup>th</sup> Pl. & Winfield Dr.	3	6/7/10
26 Morningside Dr.	2	6/7/10
870 Parfet Dr.	1	6/7/10
W. 21 <sup>st</sup> Ave. & Iris St.	1	6/7/10
11663 W. 39 <sup>th</sup> Cir.	1	6/7/10
965 Zinnia St.	1	6/8/10
2138 Zinnia Way	2	6/8/10
3026 Parfet Dr.	2	6/8/10
2591 Simms St.	2	6/9/10
1234 Orchard Rd.	2	6/9/10
3252 Simms St.	2	6/9/10
13939 W. 23 <sup>rd</sup> Ave.	2	6/10/10
14062 W. 20 <sup>th</sup> Ave.	1	6/10/10
11675 W. 35 <sup>th</sup> Ave.	1	6/11/10
2105 Eldridge St.	1	6/11/10
1040 Zinnia St.	2	6/11/10
2548 Alkire St.	2	6/11/10
11182 W. 27 <sup>th</sup> Pl.	2	6/11/10
20 Skyline Dr.	2	6/11/10
1155 Youngfield St.	2	6/11/10
W. 32 <sup>nd</sup> Ave. & Simms St.	1	6/14/10
W. 20 <sup>th</sup> Ave. & Simms St.	1	6/14/10
W. 26 <sup>th</sup> Ave. & Oak St.	1	6/14/10
W. 26 <sup>th</sup> Ave. & Simms St.	1	6/14/10
w. 27 <sup>th</sup> Ave. & Youngfield St.	1	6/14/10
W. 26 <sup>th</sup> Ave. & Urban St.	1	6/14/10
W. 26 <sup>th</sup> Ave. & Simms St.	1	6/14/10
10585 W. 36 <sup>th</sup> Pl.	1	6/14/10
14500 W. Colfax Ave.	1	6/14/10
W. 38 <sup>th</sup> Ave. & Kipling St.	1	6/14/10
1562 Youngfield St.	2	6/14/10
1585 Wright Ct.	2	6/14/10
11401 W. 17 <sup>th</sup> Pl.	2	6/14/10
3264 Taft Ct.	2	6/14/10
10938 W. 31 <sup>st</sup> Ave.	2	6/14/10
12967 W. 20 <sup>th</sup> Ave.	1	6/15/10
1670 Tabor St.	1	6/15/10
3520 Parfet St.	1	6/15/10
31 Rangeview Dr.	2	6/16/10
10520 W. 22 <sup>nd</sup> Pl.	2	6/16/10
2362 Coors Dr.	2	6/16/10
11735 Applewood Knolls Dr.	2	6/16/10
2650 Simms St.	2	6/16/10
11182 W. 27 <sup>th</sup> Pl.	2	6/16/10
3725 Lewis St.	1	6/16/10
11683 W. 36 <sup>th</sup> Ave.	1	6/16/10
2308 Hoyt St.	2	6/17/10
10665 W. 26 <sup>th</sup> Ave.	2	6/17/10
11182 W. 27 <sup>th</sup> Pl.	2	6/17/10
2932 W. 29 <sup>th</sup> Ave.	2	6/17/10

12989 W. 20 <sup>th</sup> Ave.	1	6/17/10
4000 Moore St.	1	6/17/10
13473 W. 21 <sup>st</sup> Ave.	2	6/18/10
1980 Winfield Dr.	2	6/18/10
11660 W. 32 <sup>nd</sup> Ave.	2	6/18/10
14062 W. 20 <sup>th</sup> Ave.	1	6/18/10
3550 Parfet St.	1	6/18/10
1425 Overhill Rd.	2	6/21/10
2180 Braun Dr.	2	6/21/10
W. 32 <sup>nd</sup> Ave. & Youngfield St.	2	6/21/10
3097 Owens Ct.	2	6/21/10
10717 W. 38 <sup>th</sup> Ave.	1	6/21/10
11350 W. 25 <sup>th</sup> Pl.	2	6/22/10
12225 W. 29 <sup>th</sup> Pl.	2	6/22/10
12172 W. 30 <sup>th</sup> Pl.	2	6/22/10
1900 Tabor St.	2	6/22/10
10 Twilight Dr.	3	6/22/10
10780 W. 35 <sup>th</sup> Ave.	1	6/22/10
3231 Tabor Ct.	1	6/22/10
11589 W. 39 <sup>th</sup> Ave.	1	6/22/10
11588 W. 39 <sup>th</sup> Ave.	1	6/22/10
11200 W. 32 <sup>nd</sup> Ave.	2	6/23/10
3243 Taft Ct.	2	6/23/10
3241 Tabor Ct.	2	6/23/10
1825 Zinnia St.	2	6/23/10
3195 Ward Ct.	2	6/23/10
3155 Ward Ct.	2	6/23/10
11589 W. 39 <sup>th</sup> Ave.	1	6/23/10
12320 W. 38 <sup>th</sup> Ave.	1	6/23/10
10200 W. 20 <sup>th</sup> Ave.	1	6/23/10
12426 W. 16 <sup>th</sup> Pl.	2	6/24/10
2690 Simms St.	2	6/24/10
11103 W. 27 <sup>th</sup> Ave.	2	6/24/10
10527 W. 31 <sup>st</sup> Ave.	2	6/24/10
1965 Zinnia St.	2	6/25/10
11011 Linda Vista Dr.	2	6/25/10
3032 Oak St.	2	6/25/10
1155 Youngfield St.	2	6/25/10
W. Colfax Dr. & Colorado Mills Pkwy.	1	6/25/10
W. Colfax Dr. & Colorado Mills Pkwy.	1	6/25/10
W. Colfax Dr. & Colorado Mills Pkwy.	1	6/25/10
W. Colfax Dr. & Colorado Mills Pkwy.	1	6/25/10
13484 W. 21 <sup>st</sup> Pl.	2	6/28/10
2431 Youngfield St.	2	6/28/10
2690 Simms St.	2	6/20/10
3200 Routt St.	2	6/28/10
11248 W. 18 <sup>th</sup> Ave.	2	6/28/10
11244 W. 18 <sup>th</sup> Ave.	2	6/28/10
11234 W. 18 <sup>th</sup> Ave.	2	6/28/10
11228 W. 18 <sup>th</sup> Ave.	2	6/28/10
11214 W. 18 <sup>th</sup> Ave.	2	6/28/10
7865 W. 46 <sup>th</sup> Ave.	2	6/28/10

10211 W. 25 <sup>th</sup> Ave.	1	6/28/10
1724 Robb St.	1	6/28/10
W. 20 <sup>th</sup> Ave. & Beech Ct.	2	6/29/10
12385 W. 20 <sup>th</sup> Ave.	2	6/29/10
12172 W. 30 <sup>th</sup> Pl.	2	6/29/10
3405 Wright St.	2	6/29/10
13315 W. 16 <sup>th</sup> Dr.	2	6/29/10
12432 W. 16 <sup>th</sup> Dr.	2	6/29/10
1707 Cole Blvd.	1	6/29/10
1325 Youngfield St.	2	6/30/10
11800 Tabor Dr.	2	6/30/10
2070 Braun Dr.	3	6/30/10
2180 Braun Dr.	2	6/30/10
2070 Braun Dr.	2	6/30/10
2170 Braun Dr.	2	6/30/10
2180 Braun	2	6/30/10
W. Colfax Ave. & Denver West Pkwy.	1	6/30/10
2124 Hoyt St.	1	6/30/10
10950 W. 39 <sup>th</sup> Pl.	1	6/30/10
3390 Oak St.	1	6/30/10