

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
JULY 25, 2007

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 25th day of July, 2007, 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
Julio Zamagni
Richard Billings
Anthony M. Dursey

Also In Attendance Were:

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

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

Bill Willis and Britton Evans; Martin & Martin

Wayne Ramey; Ramey Environmental Compliance

Evelyn Law and Amber Hunt; Bondi

See attached list of residents in attendance.

ADMINISTRATIVE MATTERS

Minutes: The Board reviewed the minutes of the June 27, 2007 regular meeting. Following discussion, upon motion duly made by Director Dursey, seconded by Director Billings and, upon vote, unanimously carried, the minutes of the June 27, 2007 regular meeting were approved.

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FINANCIAL MATTERS

Claims: The Board considered approval of the payment of claims through the period ending July 25, 2007, as follows:

General Fund	\$ 1,728.79
Utility/Enterprise Fund	53,270.34
Excel-Direct Pay	184.57
Total	<u>\$57,192.31</u>

Following discussion, upon motion duly made by Director Zamagni, seconded by Director Dursey and, upon vote, unanimously carried, the Board approved the payment of claims for the period ending July 25, 2007.

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 June 30, 2007 and the schedule of cash position as of July 25, 2007.

Following discussion, upon motion duly made by Director Kesler, seconded by Director Billings and, upon vote, unanimously carried, the Board accepted the unaudited financial statements for the period ending June 30, 2007.

Investments: Following discussion, the Board instructed staff to reinvest the Certificates of Deposit at Liberty Savings and First Bank maturing in July and August for a 6-month term.

OPERATIONS MATTERS

Engineer's report: Routh Street Sewer Project. Mr. Evans presented a summary of all of the options available for completing this project.

Attorney Flynn will draft an agreement between the District, the Routh Street homeowners and Trenton Construction to allow the homeowners to bid and hire their own contractor.

Following discussion, upon motion duly made by Director Kesler, seconded by Director Billings and, upon vote, unanimously carried, the Board authorized payment of the engineering and geotechnical fees for the Routh Street project to be paid by the District

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and directed counsel to draft an agreement between the District, the Routt Street homeowners and Trenton Construction to extend District facilities.

It was noted that all of the homeowners will need to include their property into the District and pay the inclusion fees and tap fees.

FINANCIAL MATTERS CONTINUED

2006 Audit: Evelyn Law and Amber Hunt with Bondi reviewed the 2006 draft Audit and Management Letter.

Following review and discussion, upon motion duly made by Director Kesler, seconded by Director Billings and, upon vote, unanimously carried, the Board accepted the 2006 Audit and authorized execution of the Representations Letter.

LEGAL MATTERS

Attorney's report: Inclusion of the Orrino property. Attorney Flynn confirmed that the inclusion has been recorded.

4101 Miller Street: Attorney Flynn had nothing new to report.

Amendment to Resolution Amending Rules and Regulations to Impose a Sewer Service Fee: The Board discussed adding a late fee to the Resolution Amending the Rules and Regulations to impose a Sewer Service Fee.

Following discussion, upon motion duly made by Director Kesler, seconded by Director Billings and, upon vote, unanimously carried, the Board adopted the Amendment to Resolution Amending Rules and Regulations to Impose a Sewer Service Fee to add a late fee charge. A copy of the amended Resolution is attached hereto and incorporated herein by this reference.

The Board then reviewed a draft letter to residents informing them of the annual sewer service fee. The Board made changes to the letter and directed staff to transmit to the residents with the first billing.

OPERATIONS MATTERS

Plant Manager's Report: Mr. Ramey presented the July 2007 monthly report. A copy of the report is attached

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CONTINUED

hereto and incorporated herein by this reference.

Director Billings left the meeting at this point.

Engineer's report: 2007 Sewer System repairs. Mr. Evans reported on the bid opening.

Following discussion, upon motion duly made by Director Kesler, seconded by Director Dursey and, upon vote, unanimously carried, the Board ratified the approval of the award of the contract to C&L Backhoe, the lowest qualified bidder, for an amount not to exceed \$634,313.50.

Following discussion, upon motion duly made by Director Kesler, seconded by Director Dursey and, upon vote, unanimously carried, the Board approved the proposal from Ground Engineering Consultants for materials testing and geotechnical services for the 2007 Sewer System repairs project and approved the execution of the Consulting Services Agreement, for an amount not to exceed \$13,100.99.

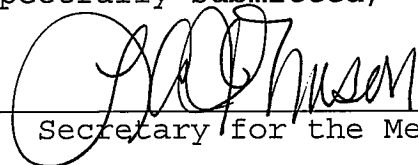
Revised letter to Denver Water. Mr. Willis presented a revised letter. The Board provided comments and further revisions. Mr. Willis will make the revisions and email to the Board for final approval.

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

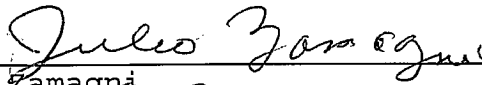

Secretary for the Meeting

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THESE MINUTES APPROVED AS THE OFFICIAL JULY 25, 2007
MINUTES OF THE NORTHWEST LAKEWOOD SANITATION DISTRICT
BY THE BOARD OF DIRECTORS SIGNING BELOW:



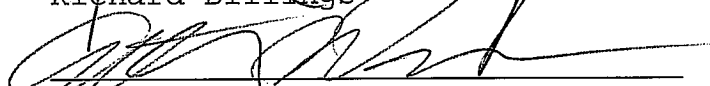
Michael A. Curran



Julio Zamagna



Richard Billings



Anthony Dursey

Catherine C. Kesler

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
Christine Polinsky	2112 ROUTT ST	303 941 7999	SUITATION
Randy Bethner	2112 ROUTT ST	303 520 6604	
Tom CRYAN	2110 ROUTT ST	303-202-9068	



Northwest Lakewood Sanitation District Monthly Report

July 2007

Plant Activities:

- June 16th** Mark—Inspected 2 point repairs at 30th and Oak, and 25th Ave.
- June 17th** Mark – Received a call from the Lakewood Police Department about a possible backup at 13605 West Wide Acres Road. Contacted Peggy a homeowner at 303-987-7111 and found that the problem was in the lateral line. Will follow up with Peggy on Monday morning.
- June 18th** Bert & Mark— Copied lateral map from files for W. Wide Acres Road, Went to site and checked upstream and down stream manholes. Everything was running normal. Gave lateral map to homeowner and found out homeowner replaced the line last year except for the last 30' to main. Will have line rooted out. Entered daily UNCC locate data into the database and updated locate information into district database.
- June 19th** Bert & Darrin— Televised lines in sections 9 and 12 for a total of 1,070 feet. Inspect lateral replacement lines at 9730 West 23rd Ave. and documented information on back of permit card for NWLSD files. Looked up pipe history on the main line that is serving 1435 Youngfield. Spoke with Dave, with M&M, on how to print the screen for Lisa and the NWLSD Board. Enter jet data into NWLSD pipe program. Entered daily UNCC locate data into the database and updated locate information into district database.
- June 20th** Bert & Darrin—Jetted lines sections 11, 12, 13, and 17 for a total of 3,125 feet. Received a call from Special District Management concerning a locate in the yard at 3333 Simms Street. This locate was called in by a fence company doing work for the homeowner. Received a call from a builder at 12929 West 26th Ave. asking how to go about purchasing a tap in NWLSD. Told the builder to call SDM and indicate that he is needing to process a new tap. Once SDM is notified they will process it, collect fees, and then will contact us with a permit card for inspections. Enter jet data into NWLSD pipe program. Entered daily UNCC locate data into the database and updated locate information into district database.
- June 21st** Bert & Darrin—Televised lines in sections 2 & 16 for a total of 1,407 feet. Enter jet data into NWLSD pipe program. Entered daily UNCC locate data into the database and updated locate information into district database.

- June 22nd** Bert & Darrin— Televised lines in section 16 for a total of 1,380 feet. Entered daily UNCC locate data into the database and updated locate information into district database.
- June 23rd** Bert—Received a call from UNCC for an emergency locate for a water main break at 1880 Willow Lane for Consolidated Mutual Water.
- June 25th** Mark— Entered daily UNCC locate data into the database and updated locate information into district database.
- June 26th** Mark and Darrin—Performed monthly grease trap inspections for monthly clients. Entered daily UNCC locate data into the database and updated locate information into the district database.
- | | |
|-----------------|------|
| Jimmy's Wings | Pass |
| King Soopers #1 | Pass |
| King Soopers #2 | Pass |
| Pizza Hut | Pass |
- Bert-- Received a call from Lisa, with Special District Management, about an illegal dumping of chemicals in a manhole at 11989 West Colfax and Urban. Told Lisa that the address is just out of NWLSD boundaries because the District starts at ViewPoint one block west of Urban.
- Bert-- Received a call from Britton Evans, with M&M, about pinpointing a couple of defective taps in the district. C & L Backhoe could demo a tap repair machine they have just purchased for these defective taps. Told Britton we would review video files to locate areas and call him back with information.
- June 27th** Bert & Darrin— Jet sections 9, 13, & 14 for a total of 3,325 feet. Entered jet data into NWLSD pipe program. Entered daily UNCC locate data into the database and updated locate information into district database.
- June 28th** Bert & Darrin—Jet sections 7 & 20 for a total of 2,588 feet. Enter jet Processed locates. Entered daily UNCC locate data into the database and updated locate information into district database.
- June 29th** Bert & Darrin—Televised lines in section 16 for a total of 1,927 feet. Enter televised data into NWLSD pipe program. Finish monthly grease trap inspections for:
- | | |
|------------------|------|
| Senior Burrito's | Pass |
| Food Concepts | Pass |
| Tafolino's | Pass |
| Tafolino's Too | Pass |
| Papa Johns | Pass |
| China Garden | Pass |
- Received a call from Margaret, with Wheat Ridge Open Space, letting us know that they will be opening up the lower parking area to the public starting today, and will be remaining open until some more incidents force them to close again. Entered daily UNCC locate data into the database and updated locate information into district database.

- July 2nd** Bert & Darrin—Received a call from a plumber, working for home owner at 9730 West 23rd Ave, asking questions about installing a floor drain in the new garage being built. I referred the plumber to Britton Evans, with M&M. Televised lines in sections 2, 16, & 17 for a total of 1,742 feet. Reviewed videos to find defective taps for demonstration of tap repair machine by C&L backhoe. Called Britton with defective tap information. Entered jet and televise data into NWLSD pipe program. Entered daily UNCC locate data into the database and updated locate information into district database.
- July 3rd** Bert & Darrin—Jetted section 17 for a total of 3,055 feet. Televised lines in section 17 for a total of 461 feet. Received a call UNCC after hours call at 6:30 PM for a water main break for Consolidated Mutual Water at 10411 West 32nd Ave. Entered daily UNCC locate data into the database and updated locate information into district database.
- July 5th** Bert & Darrin—Jetted lines in sections 8, 9, 14, & 17 for a total of 4,135 feet. Entered jetting data into NWLSD pipe program. Received a call from a realtor asking for information on a pending sale of a town house at 1872 Robb St. Bert copied lateral map for the property and faxed to realtor. Entered daily UNCC locate data into the database and updated locate information into district database.
- July 6th** Mark & Darrin—Conducted grease trap inspections on 6 businesses:
- | | |
|------------------|------|
| Core fitness | Pass |
| Brando's Bar | Pass |
| Gas Express | Pass |
| Lakewood Rentals | Pass |
| Marina Car Wash | Fail |
| McDonalds | Fail |
- Entered daily UNCC locate data into the database and updated locate information into district database.
- Bert—Worked on updating NWLSD pipe program on footage remaining to jet, root cut, and video for 2007. Also worked on NWLSD pipe program for easements to be jetted and root cut for 2007.
- July 7th** Received a call from ADT security for an alarm at the treatment plant at 7: 30 AM on Saturday morning, due to a power outage.
- July 9th** Bert & Darrin—Televised lines in sections 4 & 20 for a total of 3,375 feet. Entered televised data into NWLSD pipe program. Inspected new tap for 2050 Simms St. Entered daily UNCC locate into the database and updated locate information into district database.
- July 10th** Bert — Finish up NWLSD pipe program update for jet, root cut, video, and easement maintenance for 2007. Entered daily UNCC locate data into the database and updated locate information into the district database.
- July 11th** Bert & Darrin—Televised lines in section 4 for a total of 2,046 feet. Enter televised data into NWLSD pipe program. Entered daily UNCC locate data into the database and updated locate information into the district database.
- July 12th** Bert & Darrin—Jetted sections 4 & 7 for a total of 3,799 feet. Enter jetting data into NWLSD pipe program. Mark—conducted grease trap inspections on 4

businesses. Entered daily UNCC locate data into the database and updated locate information into the district database.

Applewood Auto Body		Pass
Holly West		Pass
McDonalds	re-inspect	Pass
Marina Car Wash	re-inspect	Pass

July 13th

Bert & Darrin—Televised section 4 for a total of 2,175 feet. Enter televised data into NWLSD pipe program. Entered daily UNCC locate data into the database and updated locate information into the district database.

Mark—conducted grease trap inspections on 9 businesses.

Locates (June 2007- July 2007)

Locate Address	UNCC Time per Locate	Date
W. Colfax and Orchard Rd	Level one (1)	06/14/07
W.28 th Ave and Braun Ct.	Level one (1)	06/14/07
W. 31 st Pl and Oak St.	Level one (1)	06/14/07
W.23 rd Ave Dr and Linda Vista	Level one (1)	06/14/07
Simms St. and Carmel Dr.	Level one (1)	06/14/07
W. 25 th Ave. and Tabor St.	Level one (1)	06/14/07
W. 27 th Pl. and Simms St.	Level one (1)	06/14/07
W. Colfax and Orchard Rd.	Level two (2)	06/18/07
W.26 th Ave and Braun Ct.	Level two (2)	06/18/07
W.25 th Ave and Tabor St.	Level two (2)	06/18/07
Simms St. and Carmel Dr.	Level two (2)	06/18/07
W. 23 rd Ave Dr.and Linda Vista	Level two (2)	06/18/07
W 31 st Pl.and Oak St.	Level two (2)	06/18/07
W. 27 th Pl. and Simms St.	Level two (2)	06/18/07
13,665 Wide Acres Rd.	Level two (2)	06/18/07
13588 W. 23 rd Pl.	Level two (2)	06/18/07
3333 Simms St	Level two (2)	06/19/07
11,890 W. 24 th Pl. Cir	Level two (2)	06/19/07
2300 Urban St.	Level two (2)	06/19/07
2445 Willow Ln.	Level two (2)	06/19/07
13473 W. 21 st Ave	Level two (2)	06/19/07
1060 Zang St.	Level two (2)	06/19/07
2005 Urban Dr.	Level two (2)	06/19/07
W. 32 nd Ave and Miller St.	Level three (3)	06/19/07
10 Morningside Dr.	Level two (2)	06/20/07
1845 Alkire St.	Level two (2)	06/20/07
13950 W. 20 th Ave	Level two (2)	06/20/07
12285 Applewood Knools	Level two (2)	06/21/07
W. 20 th Ave and Miller St.	Level two (2)	06/21/07
3117 Owens Ct.	Level two (2)	06/21/07
10885 W.31 st PL	Level two (2)	06/21/07
3163 O Hayre Ct.	Level two (2)	06/21/07
3379 Swadley St.	Level two (2)	06/21/07
2525 Willow Ln.	Level two (2)	06/21/07

950 W 20 th Ave	Level two (2)	06/21/07
15 Oak Dr.	Level two (2)	06/21/07
10165 W. 23 rd Ave	Level two (2)	06/22/07
10145 W. 23 rd Ave	Level two (2)	06/22/07
13285 W 15 th Dr	Level two (2)	06/22/07
1070 Zang St.	Level two (2)	06/22/07
11165 W26th Pl.	Level two (2)	06/25/07
2663 Taft St.	Level two (2)	06/25/07
Zinna St and W20th Ave	Level three (3)	06/25/07
1945 Zang St.and W. 20 th Ave	Level three (3)	06/25/07
3041 Union St.	Level two (2)	06/25/07
3345 Quail St.	Level two (2)	06/25/07
1880 Willow Ln. W.19 th Pl.	Sat. @ 5:30 PM	06/23/07
3110 Alkire St.	Level two (2)	06/25/07
2302 Braun Ct.	Level two (2)	06/26/07
12955 W.20 th Ave	Level two (2)	06/26/07
2445 Hoyt St.	Level two (2)	06/27/07
2445 Hoyt St.	Level two (2)	06/27/07
1627 Cole Blvd.	Level three (3)	06/27/07
12953 W.20 th Ave	Level two (2)	06/27/07
2591 Simms St.	Level two (2)	06/27/07
3220 Routt St.	Level two (2)	06/27/07
13037 W.20 th Ave	Level two (2)	06/28/07
51 Hillside Dr.	Level two (2)	06/28/07
1340 Overhill Rd.	Level two (2)	06/28/07
3097 Owens Ct.	Level two (2)	06/29/07
13793 W. 20 th Pl.	Level two (2)	06/29/07
12895 W. 23 Rd Ave	Level two (2)	06/29/07
Youngfield St. and W26th Ave	Level two (2)	07/02/07
1985 Miller St.	Level two (2)	07/02/07
W.Colfax and Urban St.	Level one (1)	07/02/07
W.Colfax and Colo Mills Prk	Level one (1)	07/02/07
12280 W29th Pl	Level two (2)	07/02/07
10881 W.28 th Pl	Level two (2)	07/03/07
I-70 and Hwy 58	Level two (2)	07/03/07
3190 Youngfield St.	Level two (2)	07/02/07
2060 Tabor Dr.	Level two (2)	07/03/07
10411 W.32 nd Ave	Level one (1) 6:30 PM Call	07/03/07
11 Skyline Dr.	Level two (2)	07/05/07
12700 W27th Ave	Level two (2)	07/05/07
10355 W.23 rd Ave	Level three (3)	07/06/07
1950 Alkire St.	Level two (2)	07/05/07
2112 Routt St.	Level one (1)	07/05/07
12345 W. 17 th Ave	Level two (2)	07/05/07
3015 Robb Cir	Level two (2)	07/06/07
995 Alkire St	Level two (2)	07/06/07
10881 W. 28 th Pl.	Level two (2)	07/06/07
11795 W. 29 th Pl.	Level two (2)	07/06/07
1070 Zang	Level two (2)	07/09/07
12150 W. 30 th Pl	Level two (2)	07/09/07
2902 Oak St.	Level two (2)	07/09/07
Applewood Center Dr. and Youngfield	Level two (2)	07/09/07
3381 Alkire St	Level two (2)	07/10/07
40 Skyline Dr.	Level two (2)	07/10/07
3400 Youngfield St	Level two (2)	07/10/07

01 Youngfield Service

	Level two (2)	07/10
10607 W. 31 st Place	Level two (2)	07/11/07
2725 Quail St	Level two (2)	07/11/07
1835 Alkire St	Level two (2)	07/11/07
3356 Youngfield St	Level two (2)	07/11/07
3263 Taft Ct	Level two (2)	07/11/07
13120 W. 21 st Ave	Level two (2)	07/11/07
2200 ALkire St	Level two (2)	07/12/07
2540 Eldridge St	Level two (2)	07/12/07
11265 W. 25 th Place	Level two (2)	07/12/07
1699 Taft St	Level two (2)	07/12/07
13950 W. 20 th Ave	Level two (2)	07/13/07
1990 Union Blvd	Level two (2)	07/13/07