

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 27, 2015**

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 May, 2015, at 4:00 P.M., at the offices of Martin/Martin, Inc., 12499 W. Colfax Avenue, Lakewood, Colorado. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

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

Also In Attendance Were:

AJ Beckman and George Turtle; Special District Management Services, Inc.

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

Wayne Ramey; Ramey Environmental Compliance

Bill Willis; Martin/Martin Consulting Engineers

ADMINISTRATIVE MATTERS

Minutes: The Board reviewed the minutes of the April 22, 2015 regular meeting.

Following discussion, upon motion duly made by Director Fabisiak seconded by Director Burm and, upon vote, unanimously carried, the minutes of April 22, 2015 regular meeting were approved.

FINANCIAL MATTERS

Claims: The Board considered approval of the payment of claims through the period ending May 27, 2015, as follows:

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General Fund	\$ 270,307.68
Enterprise Fund	\$ <u>96,342.07</u>
Total	\$ <u>366,649.75</u>

Following discussion, upon motion duly made by Director Kesler, seconded by Director Burm and, upon vote, unanimously carried, the Board approved the payment of claims for the period ending March 25, 2015, as presented

Unaudited Financial Statement: 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, and the schedule of cash position updated as of May 26, 2015.

Following discussion, upon motion duly made by Director Kesler, seconded by Director Burm and, upon vote, unanimously carried, the Board accepted the unaudited financial statements of the District setting forth the cash deposits, investments, and budget analysis, and accounts payable vouchers for period ending April 30, and the schedule of cash position updated as of May 26, 2015, as presented.

At the conclusion of his report, Mr. Turtle left the meeting.

FirstBank Lockbox Operation: The Board was advised that effective July 1, 2016 FirstBank will begin charging for the lockbox service it currently provides to the District. The estimated cost to the District will be approximately \$7,000 per year. Special District Management Services believes it can perform the same function for the District for approximately half that cost. Following a discussion, the Board agreed to engage Special District Management Services, Inc. to perform lockbox services for the District, unless and until a more economical provider of that service can be obtained.

Request for Reimbursement: Mr. Beckman reviewed a request from Mr. Theodore Todd regarding fees associated with the Facilities Renovation Service Fee.

Following discussion, upon motion duly made by Director Kesler, seconded by Director Burm and, upon vote, unanimously carried, the Board authorized the reimbursement of Facilities Renovation Service Fees paid to the District, for an amount not to exceed \$975.00, subject to confirmation that Mr. Todd does in fact have a septic system and that his property is not connected to the District's sanitary sewer collection facilities.

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November 2015 Election: The Board discussed conducting a November 2015 election to debruce. The Board directed Mr. Beckman to obtain an estimate for a coordinated election. The Board also directed consultants to prepare an estimate of the extra revenue the District would receive. Legal Counsel will provide the Board with an election calendar at its June meeting.

EXECUTIVE SESSION

Executive Session: Not needed at this time.

LEGAL MATTERS

Deane and Alex Fehrman Claim: Attorney Flynn reported to the Board that the Attorney for the plaintiff has been in contact with the insurance companies for Layne Inliner, Inc. and Ramey Environmental. He also noted that the Attorney for the plaintiff indicated that they will file a suit. Attorney Flynn explained that the Property and Liability Pool for the District has determined that the District is not at fault and therefore, at this time, the Pool is not interested in paying any claim for damages or settling this matter. It is thought that perhaps the insurance carriers for either Layne Inliner or Ramey Environmental may, however, be willing to contribute some funds towards settlement.

Sump Pump Inspection Program: Mr. Beckman reported that nine letters were sent out and three residents responded. Two residents have consented to dye tests to verify a connection to the Districts system or lack thereof. Mr. Beckman further reported that one of the residents is taking issue with the report by Sherlock Homes. Mr. Beckman has scheduled a meeting with the resident and Mr. Willis tomorrow at the District's office.

The Board then discussed a response in case of another ten-year storm event. Mr. Ramey explained that Ramey Environmental will pump the line if necessary. The Board discussed pursuing a by-pass line or installation of improvements that would improve the flow in the Quail Street line. The Board discussed pursuing bids for work to improve flow on a specific section of pipe on Quail Street.

Following discussion, upon motion duly made by Director Zimmerman, seconded by Director Kesler and, upon vote, carried with Directors Zimmerman, Kesler, Dursey and Fabisiak voting "Yes" and Director Burm abstaining, the Board authorized District staff to go out for bid for work to improve flow on the section of pipe on Quail Street.

The Board determined to hold a special meeting via speakerphone to consider an award of contract once the Engineers recommendation is prepared.

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License Agreement between the District and Westridge Sanitation District:

Attorney Flynn reviewed the License Agreement between the District and Westridge Sanitation District regarding a sewer line encroachment. Mr. Willis reported that the cost to the sewer line where the encroachment is occurring is approximately \$15,807. Mr. Willis noted that he would prefer to do the work as soon as possible.

Attorney Flynn requested that the Board review and consider approval at the next Board meeting.

Quail Hollow License Agreement: Attorney Flynn reviewed the Quail Hollow License Agreement with the Board. He reported that the developer of the Quail Hollow Subdivision has changed the purposed storm drainage improvements such that the District's sewer line will be encased by concrete and that the drainage improvements will be constructed over the sewer line. The License Agreement has been revised to clarify that the District is not responsible for any damage to the drainage improvements due to maintenance by the District. The Board discussed the proposed plan and directed Mr. Willis to discuss the design with the developer and explain that the District will not approve the agreement given the current design.

Shepard of the Hills Presbyterian Church Agreement: Attorney Flynn reviewed the Agreement between the District and Shepard of the Hills Presbyterian Church.

Following discussion, upon motion duly made by Director Kesler, seconded by Director Burm and, upon vote, unanimously carried, the Board approved the Agreement between the District and Shepard of the Hills Presbyterian Church.

Ramey Environmental Contract: Attorney Flynn distributed and reviewed the Agreement for Sewer Collection System Operation and Maintenance Services between the District and Ramey Environmental Compliance, Inc. He noted that the Agreement includes a new Consumer Price Index ("CPI") increase. Attorney Flynn requested that the Board review and consider approval at the next Board meeting.

OPERATIONS MATTERS

Operations Monthly Report: Mr. Ramey from Ramey Environmental Compliance, Inc. briefed the Board on the monthly report. A copy of the report is attached hereto and incorporated herein by this reference.

Proposal for Mowing at 4101 Miller Street: Mr. Ramey reported to the Board that he receive a proposal but did not present to the Board as the pricing was unexpectedly high. He will provide a revised proposal for review and approval at the next Board meeting.

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Engineer's report: Mr. Willis from Martin/Martin presented his report dated May 27, 2015 to the Board. A copy of the report is attached hereto and incorporated herein by this reference.

Quail Hollow: Discussed under Sump Pump Inspection Program above.

Status of Quail Street Sump Pump Inspection Program: Mr. Willis reported to the Board that he has been diligent in trying to contact Sherlock's Home Inspection but has not received a response. The Board determined to pursue a response for the residents contacted, but not to continue pursuing inspections by Sherlock's Home Inspections.

Shepard of the Hills Presbyterian Church: Discussed under legal matters.

Engineers Report Regarding 4101 Miller Street: Mr. Willis reviewed the report regarding 4101 Miller Street with the Board. The Board requested that Mr. Willis prepare an estimate to modify the existing sewer line to be relocated underground.

2015 Capital Improvements Project: Mr. Willis reviewed the bid tabulations with the Board. It was noted that the T. Lowell Construction was the lowest responsible bidder. Mr. Willis noted that due to the exceptional pricing from T. Lowell Construction, he recommends that the Board also consider extending the W. 25th Avenue improvement with an additional 490 linear feet for an estimated cost of \$151,410, if the Board approves the award of contract to T. Lowell Construction.

Following discussion, upon motion duly made by Director Burm, seconded by Director Kesler and, upon vote, unanimously carried, the Board awarded the contract to T. Lowell Construction, for an amount not to exceed \$590,000.00.

Following discussion, upon motion duly made by Director Kelsner, seconded by Director Burm and, upon vote, unanimously carried, the Board approved the extension of the W. 25th Avenue improvements, by 490 linear feet, in the amount not to exceed \$151,410.

W. 38th Avenue and Parfet – Street Depression: Mr. Willis discussed the W. 38th Avenue and Parfet street depression with the Board.

Following discussion, upon motion duly made by Director Kelsner, seconded by Director Burm and, upon vote, unanimously carried, the Board approved the repair of the W. 38th Avenue and Parfet street depression, for an amount not to exceed \$15,000.

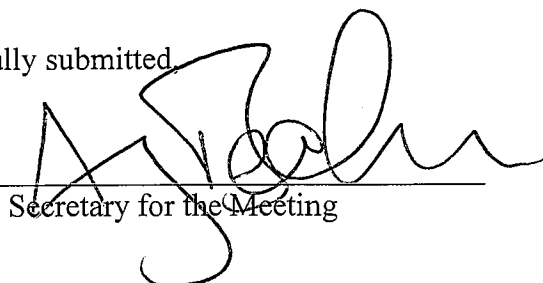
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ADJOURNMENT

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.

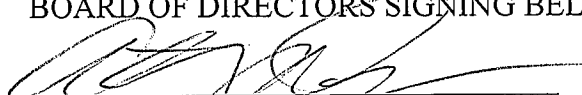
Respectfully submitted,

By



Secretary for the Meeting

THESE MINUTES APPROVED AS THE OFFICIAL MAY 27, 2015 MINUTES OF THE NORTHWEST LAKEWOOD SANITATION DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:




Anthony M. Dursey



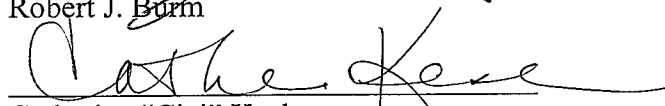
James D. "Jim" Zimmerman



Gregory A. Fabisiak



Robert J. Burn



Catherine "Cici" Kesler



Northwest Lakewood Sanitation District Monthly Report April 1 – 30, 2015

Wed 4/1 Processed 28 locates. Tap inspection at 1182 W. 24th Pl.

Thu 4/2 Processed 1 locate.

Completed 21 grease trap inspections:

Abrusci's Italian Restaurant	3244 Youngfield St.	Pass
Applewood Auto Body, Inc.	2595 Youngfield St.	Pass
Atria Applewood Senior Living	2800 Youngfield St.	Pass
Chili's	3240 Youngfield St.	Pass
Chipotle Mexican Grill	3294 Youngfield St.	Pass
Denny's	3291 Youngfield Service Rd.	Pass
Goodtimes Burgers & Frozen Custard	3230 Youngfield Service Rd.	Pass
Jimmy's Wings	2050 Youngfield St.	Pass
King Soopers (Trap #1)	3400 Youngfield St.	Pass
King Soopers (Trap #2)	3400 Youngfield St.	Pass
Lu House	2098 Youngfield St.	Pass
McDonalds	2881 Youngfield St.	Pass
Mountain Tap Bar & Grill	1901 Youngfield St.	Pass
Noodles & Company	3294 Youngfield St., Ste. F	Pass
Pizza Hut/ Wing Street	3352 Youngfield St.	Pass
Purple Ginger	2610 Youngfield St.	Pass
Smashburger	3356 Youngfield St.	Pass
Taco Bell	3050 Youngfield St.	Pass
Tafolino's Mexican	2001 Youngfield St.	Pass
Teller's Taproom & Kitchen	1990 Youngfield St.	Pass
Thai Green & Sushi	3300 Youngfield St.	Pass

Fri 4/3 Processed 19 locates.

Mon 4/6 Processed 9 locates.

Tue 4/7 Processed 7 locates. Tap inspection at 1865 Tabor St.

Wed 4/8 Processed 5 locates.

Thu 4/9 Processed 10 locates.

Fri 4/10 Processed 14 locates.

Completed 14 grease trap inspections:

Conoco Break Place	12851 W. 32 nd Ave.	Pass
Davies Chuck Wagon Diner (#2)	10150 W. 26 th Ave.	Pass
Lakewood Rentals, Inc.	2520 Kipling St.	Pass
Little Brazil	10081 W. 26 th Ave.	Pass
Lube & Latte	2595 Kipling St.	Pass
Manning School	13200 W. 32 nd Ave.	Pass
Maple Grove Elementary School	3085 Alkire St.	Pass
Paramount Lanes	2625 Kipling St.	Pass
Prospect Valley Elementary School	3400 Pierson St.	Pass
Señor Burritos	2553 Kipling St.	Pass
Stober Elementary School	2300 Urban St.	Pass
Sundance Automotive	10110 W. 26 th Ave.	Pass
Vivian Elementary School	10500 W. 25 th Ave.	Pass
Welchester Elementary School	13000 W. 10 th Ave.	Pass

Mon 4/13 Processed 7 locates.

Tue 4/14 Processed 6 locates. Televised 3,589.8ft of the 2015 scheduled footage.

Wed 4/15 Processed 24 locates.

Thu 4/16 Processed 11 locates. Televised 3,239.1ft of the 2015 scheduled footage.

Fri 4/17 Processed 24 locates.

Mon 4/20 Processed 10 locates. Lateral inspection at 2010 Braun Dr.

Tue 4/21 Processed 8 locates.

Wed 4/22 Processed 13 locates.

Thu 4/23 Processed 8 locates. Jetted 4,284ft of the Annual Minerals scheduled footage.

Fri 4/24 Processed 10 locates.

Mon 4/27 Processed 8 locates.

Tue 4/28 Processed 10 locates. Tap inspection at 9745 W. 23rd Ave.

Wed 4/29 Processed 7 locates. Root cut 4,149ft of the Annual Minerals scheduled footage.

Thu 4/30 Processed 9 locates. Televised 2,434.2ft of the Annual Minerals scheduled footage. Tap inspection at 1910 Otis St.

Annual Minerals Root Cutting

<u>Date</u>	<u>Section(s)</u>	<u># of Line(s)</u>	<u>Total ft.</u>
4/23/2015	5	14	4,284ft.
4/29/2015	17,19,21	13	4,149ft.

2015 Root Cut Footage

<u>Date</u>	<u>Section(s)</u>	<u># of Line(s)</u>	<u>Total ft.</u>
4/14/2015	2	18	3,589.8ft.
4/16/2015	2	16	3,239.1ft.

Annual Minerals Televising

<u>Date</u>	<u>Section(s)</u>	<u># of Line(s)</u>	<u>Total ft.</u>
4/30/2015	5	13	2,434.2ft.

	Estimated 2015 Footage	YTD Actual 2015 Footage	Current Footage	YTD %
Cleaning (Jetting)	119,243.9	21,568	0.00	20.00%
14" less	89,720.9	19,198	0.00	21.00%
15" more	19,228	2,370	0.00	12.00%
Easement	N/A	0.00	0.00	0.00%
Hot Spots	10,295			
Root Cutting/ Mineral	11,270	7,011	7,011	62.00%
14" less	N/A	0.00	0.00	0.00%
15" more	N/A	0.00	0.00	0.00%
Televising	108,948.9	0.00	0.00	0.00%
Hot Spots	10,295	6,828.90	6,828.90	66.00%
<i>TV Root Cutting/Mineral</i>		2,434.20	2,434.20	
Total Task #4	250,723.8	35,407.9	7,011	14.0%

Northwest Lakewood Sanitation District Summary for April 1 - 30, 2015

April 4, 2015

Martin/Martin Request - Tap Inspection

W. 33rd Ave. & Quail St.

Darrin Dill, of REC, Inc., received an email from Bill Willis, of Martin/Martin, on Wednesday, April 1, 2015. Mr. Willis requested an associate of REC, Inc. meet with Jeremy Witthuhn, of America West Construction, at W. 33rd Ave. & Quail St. on Saturday, April 4, 2015 to perform a tap inspection. On Saturday, April 4, 2015 Ismael Gomez, of REC, Inc., departed his home at 11:30am and arrived the Arvada office to gather all his paperwork. Ismael arrived on-site to meet with Mr. Witthuhn. Mr. Witthuhn showed Ismael the uncovered tap connection. Ismael confirmed the correct connection and informed Mr. Witthuhn that the tap inspection had passed. Ismael departed, and no further actions were required.

Total time on this issue: 2hrs.

April 6, 2015

Emergency Locate – Water Main Repair

2641 Tabor St.

Ismael Gomez, of REC, Inc., received a call from the after hours service on Monday, April 6, 2015 at 8:00pm for an emergency locate at 2641 Tabor St. for a water main repair. Upon contacting Tom Fergusson, of Consolidated Mutual Water, Ismael learned from Mr. Fergusson that the dig area was on the east side of Tabor St. Ismael informed Mr. Fergusson that the District main was down the middle of the street, and Mr. Fergusson informed Ismael that they were going to be away from the District sewer mains. Ismael cleared Northwest Lakewood Sanitation, and no further actions were required.

Total time on this issue: 0.25hrs.

April 7, 2015

Martin/Martin Request – Pipe Integrity

Quail Hollow Estates

Darrin Dill, of REC, Inc., received an email from Patrick Roberts, of Martin/Martin, on Monday, April 6, 2015. Mr. Roberts requested an associate of REC, Inc. video a sewer line where Quail Hollow Estates are tying into the District main. On Tuesday, April 7, 2015 at 7:30am Ismael Gomez and David Moore, of REC, Inc., were dispatched to perform the video inspection from manhole A-25-1 to A-24-1. Upon arrival Ismael and David were stopped by American West Construction and were informed they were going to dig up the road to install new sewer drains. Ismael scheduled a video inspection to be performed on Wednesday, April 8, 2015. The issue is ongoing.

Total time on this issue: Camera Truck - 1.25hrs.

April 8, 2015

Martin/Martin Request – Pipe Integrity

Quail Hollow Estates

On Wednesday, April 8, 2015 at 7:45am Ismael Gomez and David Moore, of REC, Inc. was dispatched to perform the video inspection from manhole A-25-1 to A-24-1. Ismael and David completed the inspection of 218.2ft. and a copy of the video inspection was made and provided to Patrick Roberts, of Martin/Martin. No further actions were required.

Total time on this issue: 2hrs.
Total Footage: 218.2ft.

April 13, 2015

Emergency Locate – Water Main Repair

11225 W. 32nd Ave.

Ismael Gomez, of REC, Inc. received a call from the after hours service on Monday, April 13, 2015 at 6:30pm for an emergency locate at 11225 W. 32nd Ave. for a water main repair. Ismael met with Tom Fergusson, of Consolidated Mutual Water, and Mr. Fergusson showed Ismael where they would be digging. The dig area was approximately 20ft. north of the Northwest Lakewood District sewer main. Ismael marked the mains and cleared Northwest Lakewood Sanitation, and no further actions were required.

Total time on this issue: 1hr.

April 20, 2015

Emergency Call – Possible Backup

13503 W. 21st Ave.

David Moore, of REC, Inc. received a call from the after hours service on Monday, April 20, 2015 at 6:05pm for a possible backup at 13503 W. 21st Ave. David contacted Mark Doody, of REC, Inc., to have Mark meet him at 13503 W 21st Ave. with the jet truck. Upon arrival, David opened the upstream and downstream manholes and found the flows to be normal. Upon arrival, Mark began to jet the line twice to verify there was no debris in the line. The District mains were clear. David spoke with the homeowner, Mr. John Soma, who is still having problems. David recommended he contact a plumber and left some names with Mr. Soma. No further actions were required.

Total time on this issue: David Moore - 0.50hrs.
Jet Truck - 2hrs.
Total Footage: 770ft.

April 25, 2015

Emergency Locate – Sewer Service Repair

9625 W. 21st. Ave.

Darrin Dill, of REC, Inc., received a call from the after hours service at 10:20am on Saturday, April 25, 2015. Daniel Peacemaker, of Trench Right, requested an emergency sewer service repair locate for 9625 W. 21st Ave. Darrin contacted Mr. Peacemaker to inform him this location was not within the District boundaries. No further actions were required.

Total time on this issue: 0.25hrs.

April 27, 2015

Customer Concern – Yard Drainage

12122 W. 32nd. Ave.

Darrin Dill, of REC Inc., received a call from Crystal Thurston, of Special District Management Office, on Monday, April 27, 2015 at 1:00pm. Crystal explained that Dorothy Pietraheso, homeowner of 12122 W. 32nd Ave., claims that damage was done to her home's drainage system five years ago. This was when Northwest Lakewood Sanitation District lined the District easement behind her home, from manhole B-11R-2-4 to B11R-2. Mrs. Pietraheso also claims the water runoff is now to blame for the damage to her landscape in her back yard. Darrin informed Patrick Roberts, of Martin/Martin, of the situation. Darrin provided a 65-pound bag of sand to Mrs. Pietraheso, to help redirect the flow of the water. The issue is ongoing.

Total time on this issue: 0.75hrs.

**Northwest Lakewood Sanitation District
Engineering Report
May 27, 2015**

2015 Sanitary Sewer Improvements

Attached is a copy of the 2015 Northwest Lakewood Sanitation District Capital Improvements Plan. The plan highlights the status of existing lines, maintenance for 2015 and potential Capital Improvements Project candidates in 2015. A letter to residents who appear to have roots in service lines is attached for your review. (The information regarding the attached picture can be removed if this is unavailable.) A request for locates and survey has been made. The design of the full line remove/replaces can be completed once the survey is complete. Following the completion of the design, the plans will be submitted to the appropriate jurisdictions for approval and advertisement for bid will occur at the same time. The surveys for the Lewis Street and W. 14th Place upsizing have occurred. However, locates have not been completed. We are moving forward with design of the full line remove/replaces and will submit the plans to City of Lakewood the week of April 13. Invitation to bid is scheduled for April 30, May 7 and May 14 with the bid opening scheduled for May 18th. Invitation to bid will run in Daily Journal and Golden Transcript April 30, May 7 and May 14. Plans have been submitted to Lakewood, Wheat Ridge and Jeff Co. for approval.

UPDATE: The submitted bids were opened at 11:00 am at Martin/Martin on May 18. A total of 4 bids were submitted, see attached contractor recommend letter. T. Lowell Construction is the apparent low bidder with a total cost of \$590,000.

Quail Hollow – 33rd and Quail Street Development – Jehn Engineering

The development contains 12 lots and will include sanitary sewer extensions. An availability letter is being produced at this time, but Mr. Bishop was informed all extensions that occur within NWLSD must be designed and inspected by the District Engineer. A meeting was held with Jehn Engineering and Creekside Community developers on April 7th, 2014 to discuss the process of extending the main lines to service the new development. May 15th, 2014 Patrick Roberts sent an Application Agreement for the Extension of Sewer Mains to the developer's representative, Steve Wilson. This agreement was signed and returned to Martin/Martin on May 19th, 2014. On May 5th, 2014 Patrick Roberts sent an EOPC to Tim Flynn for the project with an amount of \$124,146.00. Coordination concerning the HOA agreement requirements and easement requirements occurred on June 10th, 2014. On June 25th, Jehn Engineering coordinated a change in lot lines which required minor changes to the sanitary sewer plan to take place. On June 26th, Jehn Engineering provided M/M with the completed legal descriptions for the sanitary sewer easements. On August 28th, the District's attorney provided a proposed form of easement deed for the sanitary sewer line to Mark Bishop of Jehn Engineering. On September 3rd, coordination between Mike Thomas of Creekside Homes and M/M occurred to discuss contracts and agreements that need to be completed prior to construction. On September 15th, a tap fee document was provided to Mike Thomas. On September 26, 2014 an execution copy of the easement deed was provided to the owner. The application for extension is still being coordinated between the District's attorney and developer. On October 15, the sanitary sewer plans were submitted to the City of Wheat Ridge for approval. On October 31, City of Wheat

Ridge accepted the plans. On the same day the plans were provided to Mike Thomas. On October 17, a will serve letter was provided to Mike Thomas. Extension Agreement is complete. On November 21, the developer requested Martin/Martin's CAD files in order to begin the construction staking for the project. Final Extension Agreement and Bonding information still required. The Letter of Credit has not been provided to the District. The District has not received all required materials from the developer. On January 30, the Attorney for the District provided the recorded easement and easement agreement for the sanitary sewer main extension. The Agreement for the Sanitary Sewer Main Extension has also been signed. On February 5th, a preconstruction meeting occurred on site. The Letter of Credit had not been received, so the Developer had not been approved to begin construction. The developer had already started digging the trench, but ceased once the information was passed along. On February 6th, the Letter of Credit was provided to the District. On February 11, the construction on the sanitary main began. Daily observations are taking place to verify that the construction is being completed according to District standards. REC has been in contact with the contractor to schedule inspections of all the service line connections. All service connections have been made to the main. Tap fees have not been paid. The developer has said that the tap fees cannot be paid for a month due to withdrawing limitations with the bank. The Attorney for the District provided the developer with an option of the District to record a lien against the properties for the amount of the unpaid tap fees. The lien would be released once the fees had been paid. The Attorney for the District has recorded a lien against the property for the amount of unpaid tap fees. Once the tap fees have been paid then the lien will be released. On March 14, the new sanitary extension was connected to the District main with a cast-in-place manhole. The District main has not yet been cut. The sanitary mains will be televised and air tested. Manholes will be air and visually tested for approval by the District. From the CCTV videos, it appeared that there were two sags in the new mains. American West was notified of these sags and plans to repair. New CCTV will be provided to the District for review. The storm outfall into the gulch, which crosses over the District main, could not get minimum 18" vertical separation. Martin/Martin is working with Jehn Engineering for a solution. Martin/Martin has requested additional funds be deposited to the District, as the initial deposit has been exhausted. Further review will not take place until the requested deposit has been made. It is our understanding that the tap fees have not been paid. Coordination is ongoing for existing 24-inch re-alignment. Variance request has been submitted to pay tap fees with issuance of individual building permits.

UPDATE: The two sags that were identified in the primary review of the new mains at Quail Hollow have been re-installed with no sags.

An additional review fee has been submitted to Martin/Martin to address the proposed storm outfall and existing 24-inch sanitary VCP main. The current plan brought forth by the developer is to install a crest wall and reinforced slab over the existing NWLSD main to protect the main. Coordination and review is ongoing with Jehn Engineering and Tim Flynn to draft an agreement between the District and the HOA stating that the District will not be responsible for possible damage to the drainage outfall, including crest wall and reinforced slab, which extends into the existing District easement during repairs/maintenance operations.

For the variance request to relieve the developer from having to pay all tap fees in advance, The Board has elected to grant the Creekside Homes variance request. The current lien on the overall property will be lifted from each individual lot as tap fees are paid.

10993 W. 38th Place (Parfet and W. 38th Place) – Main Crossing with Westridge Sanitation

On December 19, the Attorney for Westridge Sanitation District (WSD) contacted Northwest Lakewood notifying the District that a District main crosses and cuts into a WSD main. The District responded to WSD requesting further information into the cross and cut of the mains. WSD has not responded with the information requested to date. Coordination has been ongoing with the Engineer for WSD. On January 28, the Engineer provided a video showing the pipe intrusion into the WSD main. Attached is a photo showing the image of the NWLSD main crossing the WSD main. The elevations of the manhole inverts will need to be shot to determine how far back the replacement will need to occur. We additionally are reviewing as-constructed documents for information. On March 10, the Engineer for Westridge provided the District with a schematic of the sanitary mains in the area of the pipe intrusion. Later that day, M/M requested utility locates and survey for the area. Martin/Martin will use the survey to explore options for rehabilitation of the Westridge main. The survey has been completed. Martin/Martin is in the process of analyzing possible solutions and estimated costs.

UPDATE: At the last Board meeting, it was preferred to move forward with suggesting to Westridge that the full lining procedure be used, and to include in the NWLSD 2015 Sanitary Sewer Improvements project. A letter has been drafted to the Westridge Board requesting approval to move forward with this option. The Westridge Board is anticipated to decide at their next Board meeting.

23rd and Kipling St. Apartments – Bill Weiskopf

On July 29th, an engineering review fee document was provided to Mr. Weiskopf in regards to the review of sanitary sewer plans for the 23rd and Kipling Street Apartment project. The review fee amount is \$2000.00. On August 25th, a plan review document was provided to the City of Lakewood. Review fee was received on April 10. Plan review is underway for the proposed 4-unit apartment building.

UPDATE: Plan review was provided to the developer on April 23. Updated signed and sealed plans were provided to the District on April 30. Tap fee document was provided to the developer on May 7 for the total amount of \$38,166.00. The 1-inch water meter size was verified by Wheat Ridge Water District.

1950 Simms Street (Church) – Septic System variance request – Jennifer Migliorato

On March 17, a variance request was provided to the District to allow an existing septic system to be upgraded due to an addition to the home connected to the septic system. A letter was provided to Ms. Migliorato on May 4th stating that the septic system could be upgraded, but the property would be required to extend a mainline south from W. 20th Avenue for service in the event another addition occurs on the home or if another property in the area requests service and could be included in a cost sharing agreement. The final letter of acceptance is being reviewed by the District's attorney.

30th and Quail Street Backup

Coordination with Rich Phillips occurred concerning a District Map of the area where 8 homes were flooded due to the rainstorm that Lakewood received on Saturday July 13th, 2013. Ramey Environmental provided a written record of the emergency calls. It didn't appear from the record

that there were any obstructions in the sewer system and determination of storm source contributing to the sanitary lines are currently being reviewed. Videos of all mains within the Sanitary Sewer Basin were received and reviewed on August 3rd, 2013. Metering installation occurred within two manholes on Quail Street from July 31st to August 21st, 2013 and records were received on August 23rd, 2013. Field Survey information was completed over a week's time from August 7th to August 14th, 2013 and records were received on August 16th, 2013. Based on additional metering during the significant week of rainfall of September 9th. A revised report has been provided that has addressed comments received from the draft report on October 4th, 2013. MM was contacted by the Owner at 2580 Parfet Street related to the property sump pumps discharging to grass. The Owner indicated that his pump has been running even though the irrigation ditch is turned off. We understand that the City has constructed a small PVC pipe to pick up the nuisance flows from the sumps. An EOPC is attached for Board review concerning the repairs that were determined for the Quail Street Sewer Basin in regards to infiltration concerns. The spreadsheet with all owner's addresses was reduced to the initial Parfet area along with mapping and provided to the District Office for distribution. A meeting was held with District representatives, Agricultural Ditch Co, City of Lakewood and Rocky Mountain Ditch Co. to discuss the pending letter to residents. A preliminary draft of the RFP was provided for review/comment for the sump pump inspections in the Quail Street Basin. March 14, 2014 - we understand that only one of the four potential inspectors is interested. Out of the potential contractors, two official bids are expected to be received by the Board meeting on April 23rd, 2014. An agreement has been reached with Sherlock's Home Inspection, LLC to inspect sump pumps for approximately 60 homes in the Quail Street and Parfet Court vicinity within the district. We have received executed contracts from Sherlock Home Inspection, LLC and are going through the background checks. A kickoff meeting was held on May 26th, 2014 to discuss the project with Sherlock Home Inspection. On June 26th, coordination between the District, M/M and Sherlock Homes occurred to verify which homes had responded to a letter approving an inspection. On July 3rd, Sherlock Homes inspected 11 homes. Two of these homes have sump pumps, but neither home pumps discharge into the sanitary sewer main. Sherlock Homes anticipates inspecting 12 or more weekly based on Resident Availability. Of the residents who have responded to the letter 12 of the 59 residents have denied access to their home for an inspection. 7 of the 27 homes which have not been inspected have consented to an inspection. 4 of the 27 have denied permission and 16 of the 27 have not replied. An infographic is attached for review. From the completed inspections it appears that at least 2 sump pumps are connected to the sanitary sewer system. There is a possibility that other sump pumps or French drains may connect to the sanitary sewer system, but they could not be verified. Phase 2 has been discussed including additional addresses be included in the survey (17 new addresses). On October 23, 8 addresses consented to inspection as part of phase 1b. One more inspection is yet to be completed in phase 1a from the homes who have consented. On December 18, the inspector provided the District with 9 additional inspection reports. A letter has been drafted to residents in the Quail Street Basin with a notification of potential smoke tests to be completed by the District. The smoke tests will allow the District to identify connection points to the District main, possibly identifying sump/foundation drain connections. A letter has been drafted to notify residents who are identified as having sump pump or foundation drain connections to the District's Collection System. The letter is provided for your review. Also attached is a map showing homes who reported back-ups and those who have accepted/denied inspections. Coordination occurred with

Sherlock Home Inspections on April 15. It was requested of Sherlock that all invoices for remaining inspections be received by April 30th.

UPDATE: Sherlock Homes has not contacted the District in approximately one month. Phone calls and/or emails are being made to Sherlock Homes daily. REC has monitored the area due to the heavy rainfall. It appears that the system is running at approximately ½ full with no reported damages.

2100 Robb Street – Residential Development – David

On May 12, the property owner at 2100 Robb Street contacted the District to understand the estimated costs for connecting to the District main. NWLSD has an 8-inch main fronting the property within Robb Street. A schematic was provided to David. David mentioned that he is considering two structures on the property both requiring service. David was notified that two structures would require two connections. The 2015 tap fee costs were provided to David for the District and Metro. When a site plan is available, it will be provided to the District.

2872 Xenon Street – Connection/Abandonment – Mike

On May 15, Mike contacted the District to discuss District procedures for a new connection and abandoning an existing connection. A detail showing a saddle wye connection was provided to Mike along with inspection fee costs and Ramey's contact information for inspection.

W. 38th Ave and Parfet – Street Depression

Coordination has been ongoing with City of Wheat Ridge and Westridge to determine the possible cause of a street depression at the intersection of W. 38th Avenue and Parfet Street, see attached document. REC televised the three District mainlines in the area to further investigate. Following the televising and a site visit it was determined that the settlement exists within the area of the remove/replace from 2010. It is our recommendation to request a cost for the repair from the 2015 Sanitary Sewer Improvements project contractor.

1490 Overhill Drive – Open Records Request – Fehrman

On March 4, the Fehrman's attorney provided the Attorney for the District with an open records request. Correspondence, videos and pictures related to the incident were gathered together and provided to the District's Attorney.

UPDATE: Ongoing.

W. 32nd Ave. and Youngfield – Starbucks – COW Referral

On April 9, the District provided a referral response to the City of Wheat Ridge for a specific development plan and two-lot consolidation plat. The letter expressed the District's ability to service the property. The sanitary sewer service will connect into the District main within W. 32nd Avenue.

UPDATE: NONE

16650 W. 20th Avenue (W. of Simms – Tabor) – Anthony Malensek (303-601-3185)

Inquiring about sanitary sewer service for a single family home. Potential main extension from easement in back of lot. Otherwise, service may be provided from main in W. 20th Avenue. On February 25, the tap ticket for 11660 W. 20th Avenue was provided to Mr. Malensek for his use. No further coordination has occurred.

UPDATE: NONE

11100 W. 38th Avenue – Easements – Amanda Weaver

On March 4, the Attorney for the District provided M/M with a schematic showing the District's mainline extending over and across an open space area believed to be owned by Amanda Weaver. Westridge Sanitation also has a sanitary main extending over and across the property. It is believed that the existing easements along the property currently do not meet District standards. Westridge and the District are working together to provide a more encompassing easement legal to be executed and recorded.

UPDATE: NONE

W. 32nd Ave. and Youngfield – Owen Keenan – Sterling Design

Mr. Keenan requested information from the District regarding mainlines within W. 32nd Avenue. A District schematic was provided of the existing mainlines in the area.

UPDATE: NONE

Quail Relief Line – Alternative Overflow Relief Line

An attached document summarizing an evaluation of alternatives for a relief mainline (overflow) connection from the 12" mainline to the 24" mainline within Quail Street. Survey was completed for the lines within 32nd Avenue from Quail Street to Routt Street to determine existing capacity. Plans for an 8" sanitary sewer relief line along Quail St. from W. 30th Place to the 24" line running east to west along W. 32nd Ave are underway. A locate request was submitted to Underground Consulting Solutions on June 26th in order for survey to be completed. On July 8th, requests for proposals were sent out to geotechnical firms for a soil analysis of the area to attach to the design. Survey and design have been completed. The plan set is attached for your review. A contract with CTL Thompson has been completed for a geotechnical survey to understand the influence of groundwater on the proposed line. Coordination with CTL Thompson has been ongoing. Issues regarding permits and updated proposals have stalled progress. Calls to AG Wassenaar have been made for another proposal. The signed proposal was provided to CTL Thompson to move forward with the geotechnical investigation of Quail Street. Once the results are provided to M/M the plans can be finalized. CTL Thompson has coordinated with Martin/Martin stating that the geotechnical report will be completed and provided to Martin/Martin the week of December 8-12. Plans are complete awaiting Board direction. CTL has provided the District with the geotechnical report. The invoices from CTL were provided to the District for payment. The plans can be submitted to City of Lakewood for approval upon Board's direction.

UPDATE: NONE

Denver Water Conduit Replacement

A meeting was attended on July 17th, 2013 to discuss the Denver Water replacement that will begin at the Applewood Shops and extend towards the Moffat Treatment Plant within the District. The 84" waterline installation will cross multiple district lines and is the early stages of design. Coordination between Dewberry and REC has occurred for locating existing sanitary sewer lines and potholing will commence on certain areas that design feels is necessary for conflicts with the new waterline. Meetings with HDR and Dewberry survey representatives occurred on November 6th and 8th to determine the location of the existing mainlines within the Applewood Shopping Center as well as 32nd Avenue and Ward Road to allow design to continue on the 84" waterline. Discussions concerning possible conflicts of the waterline with existing sanitary mainline occurred – Location: Applewood Knolls Drive and Benthaven Drive. Coordination with K. Bushdiecker from HDR occurred on April 10th, 2014 concerning the as-constructed documents of the mainlines located within the Applewood Shopping Center. HDR was interested in the depths of the District mainline and horizontal location as the new conduit may need to include a bore of the new 84" waterline. A meeting occurred on December 5 between Denver Water Department and the District. DWD stated in the meeting that the installation is slated to occur in 2019. The installation is planned to be an 84" diameter water conduit. There are likely areas where conflicts will occur with District sanitary mains.

UPDATE: NONE

10750 W. 26th Ave. – Single Family Home Development – Nathan Sandberg

On December 1, the District received a request for information regarding the property at 10750 W. 26th Ave, see attached schematic. The developer is interested in an 8-18 single family home development. The property is within the District, but there is no known connection to the property. Currently, there is no District main that fronts the property. On December 4, Martin/Martin provided Mr. Sandberg with a sanitary sewer availability letter outlining the procedures moving forward including, sanitary sewer extension agreement and possible tap fee costs.

UPDATE: NONE

2180 Union Street – Service Line – Sherlock Homes

A sanitary sewer video was provided to the District for inspection. It appears that a connection occurs to the sanitary sewer service with a high flow. It is possible that the connection to the service is from a sump pump or foundation drain. Sherlock Homes will inspect the service line and property as part of Phase 2 of the Quail Street Back-ups.

UPDATE: NONE

King Soopers Fueling Station – Applewood Shopping Center – 12525 W. 32nd Avenue

On October 28, the City of Wheat Ridge provided the District with a referral for a specific development plan to allow construction of a fueling center at 12525 W. 32nd Avenue. The plan will call for water and sanitary sewer service as well as compliance with Metro's Pre-treatment/Industrial Waste Control Program. On October 31, a referral response was provided to the City of Wheat Ridge requesting revised plans for the District's review.

UPDATE: NONE

9350 W. 26th Avenue – Sanitary Sewer Availability – GJ Gardner Homes

On May 20th, 2014 M/M prepared a referral letter to GJ Gardner Homes discussing sanitary sewer availability. Currently, the property is not a part of the district. The letter states possible improvements needed to be made to the existing system at the responsibility of the owner in order to accommodate inclusion into the district. Coordination occurred with D. Pagano between M/M and Tim Flynn in regards to the process of inclusion within the District. D. Pagano is planning to provide the buyer's information to allow T. Flynn to prepare a petition for inclusion for the buyers to execute. An extension agreement between the builder's and the District is also planned for the proposed extension to service the property. On July 18th, coordination between the realtor, Joy Opp, and M/M occurred so that the owner could contact the District's attorney to discuss inclusion into the District.

UPDATE: NONE

Miscellaneous

- 2015 Video, Root Cut and Jetting Approximate Schedule of Lengths – Information is provided in the Improvements Plan. Lengths are shown below:
 - Root Cut/ Mineral – 11,270 LF
 - Jetting and Televising (Zone C) – 108,949 LF
 - Hot Spot Recommendations (Jetting and Televising) – 10,295LF
 - Televising of Annual Root/Mineral Cutting (Optional) – 11,270 LF
 - Coordination occurred with Metro to determine the approximate amount of sanitary sewer pipeline in NWLSD. This number is approximated at 355,000 feet or 67.23 miles.
- CDOT requested District mainline schematics for an area along Colfax Avenue from Kipling Street to I-70 for an overlay project. The District notified CDOT that coordination with REC will be required to make sure that all manholes are raised to grade within the project area.
- Traffic Control plans were provided to REC for maintenance of the District lines.