

**MINUTES OF THE REGULAR MEETING OF
THE BOARD OF DIRECTORS OF
SHERIDAN SANITATION DISTRICT NO. 2
November 8, 2023**

The regular monthly meeting of the Board of Directors at Sheridan Sanitation District No. 2 was held on November 8, 2023, in the Sheridan Recreation Center, at 3325 West Oxford Avenue, Sheridan, Colorado 80110.

The meeting was called to order at 6:00 P.M. by Chairman Dallas Hall. There were present: Dallas Hall, Kevin Johnson, Gertrude Maez, Steve Douglas and John Olmsted. Also present at the meeting were Jim Swanson of JRS Engineering LLC, Manager and Engineer for the District, Russell J. Sindt, attorney for the District, and Carrie Bartow of Clifton Larson Allen, accountants for the District.

The minutes of the October 11, 2023, regular meeting of the Board of Directors were read as were the revised September 13 Board meeting minutes and **upon motion by Kevin Johnson and second, approved.**

Under the item Manager and Engineer's Report, by Jim Swanson:

- a. Jim posted the 2024 Budget Hearing Notices.
- b. Jim reviewed the insurance update.
- c. Jim provided Tap Audit letters to various Commercial and individual customers as directed by the Board.
- d. Jim provided Commercial water data usage.
- e. Jim reported a commercial building sewer account inactive.
- f. Jim reported sending DRC a proposal request for the 2024 Sewer Maintenance Project, including cleaning, TVing and traffic control.
- g. Jim noted that his retirement would be effective as of June 30, 2024.

Upon Motion by Steve Douglas and second, the Board unanimously approved the report by Jim Swanson.

Under the item Attorney's Report by Russ Sindt:

- a. Russ reported that the 2024 Budget Hearing Notice was published in the Englewood Herald on October 26, 2023 and provided the proof of publication affidavit.
- b. Russ noted that the \$32.16 fee for publication of the 2024 Budget Hearing Notice was submitted to the accountants of the District for payment.
- c. Russ noted that he had revised the September 13 Board meeting minutes.

Under the item Financial Report, by Carrie Bartow:

- a. Carrie noted that the District has \$735,723.52 in funds as of September 30, 2023.
- b. Carrie reported that the cash position of the District was \$65,847 with a September 30, 2023 net of \$824,863.
- c. Carrie noted that property tax collections at the end of September 2023 were 98 % of 2022.
- d. Carrie presented the Board with the Financial Report for the period ending September 30, 2023, and noted that the current assets of the General Fund were approximately \$20,173. The funds available for the Enterprise Fund were approximately \$2,879,910 at the end of September, 2023 with Capital assets being approximately \$2,900,083. The total net position for the District as of September 30, 2023, was approximately \$2,822,407.00. It was also noted that the balance of the COLOTRUST account was approximately \$669,876.00 with interest at 5.53 percent as of September 30, 2023.
- e. Carrie noted that the claims this evening were approximately \$122,729.00.

Upon Motion by Kevin Johnson and second, the Board unanimously accepted the Financial Report for the period ending, September 30, 2023 and approved payment of the bills as presented.

Carrie presented the Clifton Larson Allen 2024 Master Services Agreements to the Board which included a Statement of Work.

Upon Motion by Kevin Johnson and second, the Board Unanimously approved the CLA Master Services Agreements for 2024.

Carrie presented the Annual Budget for 2024 and noted:

- a. It was noted that the Enterprise Fund for 2024 would be \$825,841.00.
- b. The annual sewer treatment expense would be approximately 2.28%.
- c. Metro fees have been increased per the analysis by Carrie and she noted that there was a need for the District to increase fees.
- d. Operating expenses for 2024 were estimated at \$750,000.00 for the District.
- e. It was noted that the sewer system lining for 2024 would be approximately \$250,000.00.

The Board opened the Annual Budget Hearing and noted that no members of the public spoke to the annual budget and the Budget Hearing was closed.

Upon Motion by Donald Douglas and second, the Board Unanimously approved the 2024 Budget for the District.

The meeting was adjourned at 7:05 PM


Donald Steven Douglas, Secretary