

**MINUTES OF THE REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF  
SHERIDAN SANITATION DISTRICT NO. 2  
September 13, 2023**

The regular monthly meeting of the Board of Directors at Sheridan Sanitation District No. 2 was held on September 13, 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 Vice-Chairman Kevin Johnson. There were present: Kevin Johnson, Gertrude Maez, Steve Douglas and John Olmsted. Chairman Dallas Hall was absent and upon motion by Steve Douglas and second, the absence was excused. 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 Cecilia Wang of Clifton Larson Allen, accountants for the District.

The minutes of the August 9, 2023, regular meeting of the Board of Directors were read and **upon motion by Kevin Johnson and second, approved.**

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

- a. Jim reported that he had received the Sanitary Sewer Connection Charges for 2024 from Metro Water Recovery (Metro). Jim presented a spreadsheet summarizing the "Single-Family Residential" and "Other Than Single-Family Residential" rate structure. Connection charges have increased approximately 8% from 2023. Additionally, Jim reported he had a recent conversation with Metro regarding their practice for Additional Dwelling Unit (ADU) sanitary sewer connection charges. Metro currently defines an ADU as a Single-Family Residential connection and charges accordingly for the connection. The rate structure is summarized on the Sanitary Sewer Connection Charges for 2024 summary sheet.

**Upon Motion by Steve Douglas and second, the Board unanimously approved the 2024 rates.**

- b. Jim reported on an update for the Sanitary Sewer Connection Charges for 2023 based on information received from Metro regarding sanitary sewer connection charges for ADU's. The Sanitary Sewer Connection Charges for 2023 summary sheet was updated to include the ADU connection charge equal to the Single-Family Residential connection charge, effective 9/13/2023.

**Upon Motion by Steve Douglas and second, the Board unanimously approved the updated 2023 rates, effective 9/13/2023..**

- c. Jim presented a memo titled Rules & Regulations – Amendment 12 (DRAFT) with the proposed Amendment 12 and the existing Amendment 4, each attached. Jim reported last month that the District's Rules and Regulations were inconsistent with those of Metro regarding the procedure for reactivating an inactive sanitary sewer connection.

Amendment 12, as presented, amends the District's Rules and Regulations to be consistent with those of Metro. This includes the addition of Section 2.42 Inactive Connections defining the meaning of an inactive connection and Section 5.2.7 Inactive Connections defining the terms and detail necessary for reconnecting and activating an inactive sanitary sewer service connection.

Amendment 12 deletes Amendment 4 from the District's Rules & Regulations in its entirety.

**Upon Motion by Steve Douglas and second, the Board unanimously approved Amendment 12 as presented.**

- d. Jim reported that the 2023 Sewer Rehabilitation Project is completed. The final payment application #3 including the retainage withheld will be processed if no claims are received per the requirements published in the Notice of Final Settlement.
- e. Jim reported the 2023 Maintenance Project is scheduled for completion by year-end based on conversations with the contractor.

Under the item Attorney's Report by Russ Sindt:

- a. Russ provided a review of Amendment 12:
  - Russ noted that Amendment 12 deletes Amendment 4 in its entirety.
  - It adds section 2.42 regarding inactive connections, which means a sewer connection through which no flow has been discharged for more than 10 years is deactivated.
  - Additionally section 5.2.7 was added which requires a reactivation charge when a connection is reactivated after a period of 10 years.
- b. Russ reported that the C&L Final Settlement was published August 24<sup>th</sup> and 31<sup>st</sup> in the Englewood Herald.
- c. Payment to the Englewood Herald is \$62.88 and is pending approval.

Under the item Financial Report, by Cecilia Wang:


- a. Cecilia noted that the District has \$732,542.00 in funds as of July 31, 2023.
- b. Cecilia reported that the cash position of the District was \$72,300 with a July 31, 2023 net of \$660,242.00
- c. Cecilia noted that property tax collections at the end of July, 2023 were 96% of 2022.
- d. Cecilia presented the Board with the Financial Report for the period ending July 31, 2023, and noted that the current assets of the General Fund were approximately \$21,232.00. The funds available for the Enterprise Fund were approximately \$2,807,913.00 at the end of July 31, 2023, with capital assets being approximately \$1,982,073.00. The total net position for the District as of July 31, 2023, was approximately \$2,829,145.00. It was also noted that the balance of the COLOTRUST

account was approximately \$660,242.00 with interest at 5.45 percent as of August 31, 2023.

- e. Cecilia noted that the claims this evening were approximately \$29,215.00.

**Upon Motion by John Olmsted and second, the Board unanimously accepted the Financial Report for the period ending, July 31, 2023 and approved payment of the bills as presented.**

The meeting was adjourned at 7:05 PM

  
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Donald Steven Douglas, Secretary