

**MINUTES OF THE REGULAR MEETING OF
THE BOARD OF DIRECTORS OF
SHERIDAN SANITATION DISTRICT NO. 2
October 11, 2023**

The regular monthly meeting of the Board of Directors at Sheridan Sanitation District No. 2 was held on October 11, 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 September 13, 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 presented a memo summarizing the Sewer Service Connection (Tap) Audit findings. The audit identified various commercial business entities which are currently being billed as residential accounts. Following review of each account identified during the audit, it was recommended that those commercial entities with a sewer service tap connection, confirmed as being active, be converted from a residential account to a commercial account. Additionally, it was recommended to send letters to each identified business regarding their account status change and to bill each as a commercial account starting with the first quarter of 2024.

Upon Motion by John Olmsted and second, the Board unanimously approved the conversion of the accounts identified during the audit from Residential to Commercial rates.

- b. Jim reported that he received the 2024 Property & Liability Insurance Renewal from the CDS Pool. Jim reviewed the current coverage rates and recommended maintaining the same rates for 2024.
- c. Jim reported that he received the new sanitary service connection permit payment for the 3880 S. Lowell Blvd property from McLean Properties, LLC.
- d. Jim reported that the 2023 Sanitary Sewer Rehabilitation Project was completed.

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 August 9th meeting minutes were corrected to include the word "since" on the grace period for inactive connections.
- b. Russ provided a handout of the updated address list, noting the addition of Carrie Bartow and Aly Roland as accountants from CLA.
- c. Russ reported that the Rules and Regulations Table of Contents were revised to include Amendment 12.
- d. Russ noted that the 2024 Proposed Budget was sent to the Englewood Herald for publication.

Under the item Financial Report, by Carrie Bartow:

- a. Carrie noted that the District has \$720,144.00.00 in funds as of August 31, 2023.
- b. Carrie reported that the cash position of the District was \$72,300 with a August 31, 2023 net of \$660,242.00
- c. Carrie noted that property tax collections at the end of August, 2023 were 97.92% of 2022.

- d. Carrie presented the Board with the Financial Report for the period ending August 31, 2023, and noted that the current assets of the General Fund were approximately \$18,181.32. The funds available for the Enterprise Fund were approximately \$2,791,279.00 at the end of August 31, 2023, with capital assets being approximately \$1,984,579.00. The total net position for the District as of August 31, 2023, was approximately \$2,934,059.00. It was also noted that the balance of the COLOTRUST account was approximately \$666,117.00 with interest at 5.51 percent as of September 30, 2023.
- e. Carrie noted that the claims this evening were approximately \$58,642.00.

Upon Motion by Gertrude Maez and second, the Board unanimously accepted the Financial Report for the period ending, August 31, 2023 and approved payment of the bills as presented.

The meeting was adjourned at 7:20 PM


Donald Steven Douglas, Secretary