
**MINUTES OF THE REGULAR MEETING OF
THE BOARD OF DIRECTORS OF
SHERIDAN SANITATION DISTRICT NO. 2
March 9, 2022**

The regular monthly meeting of the Board of Directors of Sheridan Sanitation District No. 2 was held on March 9, 2022, 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: Kevin Johnson, Gertrude Maez, Steve Douglas, Dallas Hall, and John Olmsted. Also present at the meeting were Dryden Broyles of Water Resources Engineering Co., Manager of the District, Jim Swanson of JRS Engineering LLC, 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 February 9, 2022, regular meeting of the Board of Directors were read and **upon motion and second, approved, as amended.**

Under the item Manager's Report, by Dryden Broyles:

Dryden noted that Locate requests (including UNCC), locates, and closing information was provided as requested.

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

- a. DRC has performed part of the 2022 First Half Cleaning. Their invoice for completed work is included in this month's billings.

- b. **Spot Repairs.** Jim noted that C&L conducted spot repairs on Girton Street, Girard Street, and at Creative Hardscape's yard. Creative Hardscape requested payments for pave removal, and replacement work. Jim approved the C&L proposal of \$475 for the Creative Hardscape's work.
- c. Jim noted the 2021 sewer rehabilitation project budget was \$400,000 and an additional \$250,000 was budgeted for 2022. The 2021 Project agreement with C&L was \$396,368 and the change order for the 2022 project totaled \$245,823; for a total cost of \$642,191. Pay Application No. 1, dated October 20, 2021, for work completed in 2021 totaled \$26,782. This leaves a \$615,410 balance within the 2021/22 contract with C&L (\$642,191 – \$26,781).
- d. **Manhole.** During the spot repair work, there was an issue locating MHO-1.4 on Girton Ave. Jim assisted C&L in locating the manhole in the landscape area not shown on the District's maps. Jim authorized raising both MHO-1.4 and MHO-1.3 for future location and accessibility for material cost plus an hour of labor.
- e. **811 Notifications.** Jim noted a concern with the current state of our maps and response to 811 notifications. The 811 Notification Senate Bill requires not only the location of the main sewer line, but also the sewer service laterals (tap locations) within the right-of-way based on the best available information. Jim is in the process of preparing a spreadsheet to allow the location of all taps based on available data.
- f. Additionally, Jim will be looking at what's needed to create an electronic mapping system consistent with the City so that the District's sanitary sewer information can become a layer of information on the existing City database.
- g. Jim noted he had performed two development reviews.

Under the item Attorney's Report, by Russ Sindt:

- a. **John Olmsted.** Russ noted that the Oath of Office was executed and John Olmsted is fully admitted as a Board Director for the District (taking Ron Trujillo's seat). Russ noted that John would be added as a Board Member on the District's Transparency Notice, which is filed with the Special District Association of Colorado.

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- b. **2022 Election.** Russ indicated that for the Election scheduled for May 3, 2022, and as of March 1, 2022, there had been only one candidate for each seat up for election those being Dallas Hall, Gertrude Maez, and Kevin Johnson, and the Election can be canceled.

Upon Motion by Donald S. Douglas and second, the Board unanimously approved the Notice of Cancellation and Certificate of Results electing Dallas Hall, Gertrude Maez, and Kevin Johnson for 3-year terms until May 2025.

Russ noted that the Cancellation of Election would be published in the Englewood Herald, and posted at 5 locations within the District, and at Dryden's office. The Cancellation of Election would also be submitted to Arapahoe and Denver Counties and the Division of Local Government.

Russ noted that the Oaths of Office for Dallas Hall, Gertrude Maez, and Kevin Johnson would be administered at the May 11, 2022 Board Meeting.

- c. **Executive Session.** Upon Motion by Donald S. Douglas and second, the Board unanimously approved the Minutes of the Executive Session Meeting of February 9, 2022.

Under the item Financial Report, by Cecilia Wang:

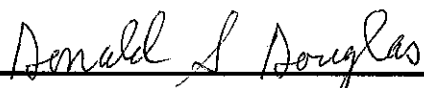
- a. Cecilia presented the Board with the Financial Report for the period ending January 31, 2022, and noted, that the current assets of the General Fund were approximately \$20,527.00. The funds available of the Enterprise Fund were approximately \$1.35 million at the end of January 31, 2022, with capital assets being approximately \$1.30 million. Total funds available for the District as of January 31, 2022, were approximately \$1.33 million. It was also noted that the balance of the COLOTRUST account was approximately \$1,155,320.00 with interest at 0.10 percent as of February 28, 2022.

b. Cecilia noted that 99% of the property tax for 2022 had been collected.

Upon Motion by Steve Douglas and second, the Board unanimously accepted the Financial Report for the period ending January 31, 2022, and approved payment of the bills as presented.

It was the consensus of the Board that Dryden report regarding his health and treatment that may be necessary.

The meeting was adjourned at 7:05 P.M.



Donald S. Douglas, Assistant Secretary