

**MINUTES OF THE REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF  
SHERIDAN SANITATION DISTRICT NO. 2  
August 10, 2022**

The regular monthly meeting of the Board of Directors of Sheridan Sanitation District No. 2 was held on August 10, 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, and Dallas Hall. John Olmsted was absent, however, his 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 July 13, 2022, regular meeting of the Board of Directors were read and **upon motion and second, approved.**

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

- a. Jim noted that the transition from Dryden Broyles to himself as Manager was complete with the final issue being access to the safety deposit box for the District.
- b. Jim reiterated there was a new District phone number that is 303-513-0901.
- c. Jim noted that Dryden presented him an AT&T bill for usage during June and July service. Jim noted that the AT&T bill totaled \$162.00 and Jim provided Dryden a check for his payment to AT&T.
- d. The phone and pager were returned to Dryden on August 2, 2022. Jim provided an Agreement which was signed off by Dryden and himself transferring the equipment.
- e. Jim noted that the District shares a post office box which is number 3864 with Dryden. This arrangement doesn't appear workable going forward. Jim recommended a new post office box be set up for the District at a cost of \$212.00 per year.

**Upon motion by Steve Douglas, and second, the Board unanimously approved that the District obtain a 5.5"x5" Post Office Box.**

- f. Jim provided a website update and noted that the homepage includes the new billing address along with the new District phone number.
- g. The second website page is about the District's Rules and Regulations and notes that permits are required for connection to the Sanitary Sewer System, and usage fees are to be paid quarterly.
- h. Jim briefly discussed District documents in play. Those being the current Budget, Financial Statements, District Boundary Map, Election Results from the last Election, time and location of meetings, availability of Minutes as approved, forms for obtaining a sewer permit, and lastly a contact page for filing forms and answering questions that arise.
- i. Jim noted that the C&L repair work was in process, including lining work.
- j. Jim noted that there was a 2022 cleaning agreement assignment proposed whereas Nine Point Eight Capital, LLC took over DRC as a capital investment and noted that 90% of the DRC staff remained with the new owner.

**Upon motion by Steve Douglas, and second, the Board unanimously approved assignment of DRC to Nine Point Eight Capital, LLC.**

- k. Jim reported he is looking at a Condition Based Assessment Evaluation process in 2023 in lieu of selecting specific lines for cleaning and CCTV. This system uses acoustical sound waves to determine any blockages in the system which can then be cleaned. With current progress on the system sewer lining project, the need for CCTV work is changing to an as-needed program. This acoustical system analysis meets the requirements for the Special District's insurance plan. Manholes will also be evaluated during the process.

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

- a. Russ noted that the Minutes of the July 13, 2022 Board Meeting needed to be approved.

**Upon motion by Kevin Johnson, and second, the Board Meeting Minutes for the July 13, 2022 meeting were approved.**

- b. Russ had reviewed and approved the DRC acquisition by Nine Point Eight Capital, LLC.
- c. Russ noted that he supported Jim's Post Office Box issue with Dryden that resulted in the District retaining a Post Office Box as noted.
- d. Russ also assisted Jim regarding the telephone and pager recovery issue with Dryden.

Under the item Financial Report, by Cecilia Wang:

- a. Cecilia presented the Board with the Financial Report for the period ending June 30, 2022, and noted, that the current assets of the General Fund were approximately \$26,124.00. The funds available of the Enterprise Fund were approximately \$1,040,296.00 at the end of June 30, 2022, with capital assets being approximately \$1,656,555.00. The total net position for the District as of June 30, 2022, was approximately \$2,827,218.00. It was also noted that the balance of the COLOTRUST account was approximately \$906,830.42 with interest at 1.65 percent as of August 10, 2022.
- b. Cecilia noted that 96% of the District's \$222,000.00 property tax had been collected.
- c. The District has received \$38,359.00 of property tax revenue thru June 20, 2022.
- d. Cecilia noted that the District has approximately a \$1 million dollar fund balance.
- e. Cecilia indicated there were \$115,629.00 in claims pending, with the District currently having \$906,830.00 in cash.

f. Cecilia noted that there was currently a 1.65% interest rate.

**Upon Motion by Steve Douglas and second, the Board unanimously accepted the Financial Report for the period ending June 30, 2022, and approved payment of the bills as presented.**

g. Cecilia reviewed the 1<sup>st</sup> Bank account set up which needed 2 signatures from Kevin and Steve.

**Upon motion by Gertrude Maez, and second, the District approved the 1<sup>st</sup> Bank account.**

h. Cecilia reviewed the recent 2021 Audit and discussed the year-end financial statements, and noted that as of December 31, 2021, the District had \$2.6 million of net assets with normal cash flow. There was 2021 audit information on page 4 to page 12 and supplemental information from page 14 to page 20. Page 20 showed 2021 property taxes collected.

**Upon motion by Steve Douglas, and second, the Board unanimously approved the District's audit report by Fiscal Focus Partners, LLC.**

The meeting was adjourned at 7:10 P.M.

  
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Donald Steven Douglas, Secretary