

**Board of Directors Regular Meeting - Minutes**  
**Stratmoor Hills Sanitation District**  
**February 21, 2024**

**RECORD OF PROCEEDINGS**

The Regular Meeting of the Board of Directors, held Wednesday, February 21, 2024, was called to order by President Robert Colgrove at 3:00 PM.

Present: President Robert Colgrove, Vice-President James Pesicka, Secretary/Treasurer John Willcox, Director Cindy Dent, and Director Richard Dull.

Absent: None

Staff: District Manager Kirk Medina, Field Supervisor Nancy Lee Watkins

Public: None

**Approval of Minutes**

Motion was made by Director Pesicka to approve the minutes from the Regular Meeting of January 9, 2024, as presented. Second provided by Director Willcox. All Ayes - motion passed unanimously 5-0.

**Approval of Agenda**

Motion was made by Director Pesicka to approve the agenda as presented. Second provided by Director Willcox. All Ayes - motion passed unanimously 5-0.

**Public Comment**

None.

**Unfinished Business**

None

**New and Miscellaneous Business**

**S-1. Sanitation District Representative for Banking Activities**

The district manager is responsible for managing the bank accounts for the district and the Board officially authorized the manager to review funds electronically, transfer funds within the district's savings and checking accounts, and request banking information to be provided to the district auditors. President Colgrove pointed out that this item does not include check signing authorization. Director Pesicka moved to authorize District Manager, Kirk Medina to manage the district's bank accounts as presented above. Second provided by Director Wilcox. All Ayes – motion passed unanimously 5-0.

**S-2. Purchase of CUES Sewer Camera Equipment**

The District Manager reported that after reviewing quotes for sewer camera equipment, he is recommending purchasing a CUES K2 Summit system using a national cooperative bid pricing agreement established by the Houston-Galveston Area Council (HGAC). He explained that this equipment will be installed in the district’s existing van, at our facility, by a CUES authorized representative. The cost for the equipment, including installation, is \$147,472. Director Pesicka moved to authorize the purchase of the CUES camera equipment as presented, using the H-GAC cooperative bid pricing. Second provided by Director Wilcox. All Ayes – motion passed unanimously 5-0.

**Manager’s Report**

A Manager’s Report describing significant activities was included in the board packet. The District Manager reported that Colorado Springs Utilities is motivated to obtain regional partners in developing an indirect potable water reuse system that would allow participants to re-capture more of their wastewater effluent. In response to a question from Director Dent, the manager explained that this project could benefit the Sanitation District, but there would be a pro-rata cost of the project, to become part of a new authority. He added that this project will likely be several years out before a decision to join is needed.

**Financial Reports**


The District Manager explained that due to the early meeting in January, the December and January reports were both included in the board packet. He explained that the Quickbooks Reconciliation Reports were included for each bank account. These will allow the board to track any changes in the balances from the beginning to the end of the month. He reported the revenues and expenditures are both on track for this time of year. Director Pesicka moved to approve the December 2023 and January 2024 financial reports as presented. Second provided by Director Willcox. All Ayes – motion passed unanimously 5-0.

**Other Business**

None

**Adjournment**

With no further business to come before the Board of Directors, Director Pesicka made a motion to adjourn the meeting at 3:13 PM. Second provided by Director Willcox. All Ayes - motion passed unanimously 5-0.

  
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John Willcox  
Secretary/Treasurer

  
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Robert Colgrove  
President/ Chair