

WEST MONTROSE SANITATION DISTRICT  
RECORD OF PROCEEDINGS  
Wednesday, June 19, 2024

The Board of Directors of the West Montrose Sanitation District met at the WMSD office located at 239 Chipeta Road. Rick Dunlap, President called the meeting to order at 7:00 p.m. Members of the Board present were Rick Dunlap, Kristi Harvey, William Green, Michael Monell, and William Merrel. Also in attendance were Aaron Brooks, Andres Garcia and Jeff Brady.

**VISITORS:** Don Moreland, CPA for the West Montrose Sanitation District

**PUBLIC COMMENT:** None

**CORRESPONDENCE:** None

**APPROVAL OF AGENDA:** Kristi Harvey made a motion to approve the agenda as presented. Michael Monell seconded the motion. Motion carried.

**CONSENT AGENDA:** William Green made a motion to approve the Consent Agenda as presented. Kristi Harvey seconded the motion. Motion carried.

**REPORTS:**

1) **2023 Audit Review**

- a. Don Moreland, CPA for the West Montrose Sanitation District presented the December 31, 2023 and 2022 Audit. Mr. Moreland reviewed the audit contents with the Board of Directors in detail. Don Moreland, CPA advised the Board that he will be forwarding a copy of the audit statement to the State Auditor. In summary, Mr. Moreland stated that the District was in very good financial shape.
  - i) Michael Monell made a motion to approve the Audit for December 31, 2023 and 2022 as presented by Don Moreland, CPA. Kristi Harvey seconded the motion. Motion carried.

3) **Financial & Office**

- a. Andres Garcia reviewed the bills to be paid for the current month and the petty cash report. Mr. Garcia pointed out the expense for the aerial imagery of the District. Jeff Brady explained that every two years several entities pool together with Montrose County to have an updated aerial view done of the area to show any growth of the District. Kristi Harvey asked about the expense for the jetter trailer. Mr. Garcia explained that it was for maintenance on the jetter that needs to be done periodically. Mr. Garcia also reviewed the bills that were paid between Board meetings and the Petty Cash expenditures. Mr. Garcia highlighted the Top Edge expenditure for the installation of the safety lights on the new truck and shared a video of the lights in action. Another expense Mr. Garcia pointed out was the deposit made to Fine Line Painting/Brian Ramirez for the installation of the new front and back doors. Mr. Garcia pointed out the extra money in the Petty Cash was deposited for the upcoming Special District Association Conference expenditures.
- b. Mr. Garcia presented the Profit & Loss and Balance Sheet through May 2024, or 5 months of the year. Mr. Garcia also discussed the Budget Comparison report for the first 5 months of the year. Mr. Garcia pointed out that the District was at \$55,180 of the \$70,000 budgeted for interest income through CSAFE investments and there are no indications that interest rates will be cut any time soon. Mr. Garcia also pointed out the Other Income in the amount of \$25,955.55, which \$25,650 is from the reimbursement from Montrose County for the sewer main repair on Marine Road. Mr. Garcia reported that Operating Revenue is at 41%, Non-Operating Revenue is at 90%, and all revenues are at 49%. Mr. Garcia also reported that total expenses for Administration, Treatment Plant, and Collections is at 33%. Mr. Garcia also pointed out the Contingency in the amount of \$25,650 was to help keep track internally of that expense as it was taken out of the Collections budget.
  - i) William Green made a motion to approve the financial reports as presented. William Merrel seconded the motion. Motion carried.

