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## **SANITATION DISTRICT** **TOWN MANAGER REPORT – JULY 2024**

### **STAFF**

- Holding regular weekly meetings with the Staff. (On-going)
- Converting many older documents to a Word/PDF document in preparation for website uploads. (On-going)
- Website updates continuing with new pages for Proclamations and additional information for each of the 3 entities.

### **OPERATIONS**

- Website an on-going project.
- Wastewater Drainage Engineering Project slightly delayed. Will start in mid-July. SGM is the contractor.
- Developing Ordinance regarding Abatement of Dangerous Buildings. Will be available for review at a Work Session. Preparing for initial reading.
- Updating/correcting Code of Conduct for Elected Officials. Will be available for review by Sanitation Board upon review by Town of Norwood.
- Starting a water rate and sewer rate study with Colorado Rural Water Association. Service provided for **FREE** because we are now a member.
- CEOS Wastewater report filed 6/28/24.
- Preparing letter for Forest Service. Randy/Deana were both out of town during last month, so letter has been delayed.
- RFP for Legal firm has been issued. List of potential attorney firms taken from the Colorado Special District Association so we know we're dealing with a firm that has knowledge of Special Districts (see attached list).

### **TRAINING**

- Deana learning Caselle software as time allows.
- Deana attended the CML Annual Conference in Loveland. Attended multiple training sessions.

### **PUBLIC OUTREACH**

- Notices are being posted regularly to the new website and to Facebook.