



**ARCH CAPE SANITARY DISTRICT
BOARD OF COMMISSIONERS MEETING**

Thursday, September 18, 2025
5:00 PM Meeting Zoom & In Person

<https://us02web.zoom.us/j/81113947450?pwd=AAIBsXOV0Ca0s4Aabg8946vQH2sB7Y.1>

- I. **Call to Order** Tom Mattia
- II. **Public Comments** Tom Mattia
- III. **Agenda Approval** (Action – Motion to Approve) Tom Mattia
- IV. **Approve July 16, 2025 Meeting Minutes** (Action – Motion to Approve) Tom Mattia
- V. **Financial & Administrative Reporting**
 - A. Accept Budget vs Actual Report Tom Mattia
 - B. Accept Payment of Accounts Tom Mattia
 - C. Treasurer’s Report Darr Tindall
- VI. **Signing Authority for Bank Account - Checks Sanitary:** (Action – Motion to Approve) Tom Mattia
Bank checking signatures: Proceed administratively to update the bank cards to reflect Policy 21-01 (Treasurer/DM, with President as alternate for urgent payments)
- VII. **Authorize LGIP account administrators:** (Action – Motion to Approve) Tom Mattia
Authorization to add designated individuals as LGIP account administrators.
- VIII. **Sam.gov Administrator** Tom Mattia
Update to add Collin as an account administrator?
- IX. **Audit Corrective Memo regarding Audit Findings** Tom Mattia
- X. **Community Club Grant Concept:** Discuss whether to invite Richard Henry to present a formal proposal on pursuing DHS/FEMA emergency-preparedness grants using the District as a pass-through; no action on pass-through today.
- XI. **Reports**
 - A. Webb Upgrade/Payment Report Collin Stelzig/Teri Fladstol
 - B. Staff Reports Matt Gardner
 - B. Board Members’ Comments and Reports All
- XII. **October Meeting Agenda Items** (Action)
- XIII. **Public Comments** Tom Mattia
- XIV. **5:30 pm Joint Session: Presentation from Community Incorporation [Informational Only, No Board Action]** *Both boards will hear a presentation from the community incorporation group. No Boar action will be taken at this session.*
- XV. **Adjournment** Tom Mattia