

Resolution # _____
XENIA RURAL WATER DISTRICT
August 23, 2012 – 6:00 PM
Regular Board Meeting Minutes

Board Members Present: Tomenga, Lovett, Mestad, Wilson, Ballard
Board Members Absent: Hayer
Staff Present: Mason, Andrews, Iben
Others Present: Jana Luttenegger of Davis Brown Law

Call to Order

Tomenga called the meeting to order.

Approve Agenda

Motion #081201 made by Lovett, seconded by Wilson to introduce and approve the August 23, 2012 Agenda. Motion passed. No dissenting.

Approve Minutes

Motion #081202 made by Ballard, seconded by Lovett to introduce and approve the July 26, 2012 minutes. Motion passed. No dissenting.

Financial Reports

Statement of Net Assets

Andrews reviewed statement of net assets. As of July 31, 2012 assets totaled \$135.5 million. Liabilities totaled \$133.1 million. Fund balance was \$2.4 million.

Income Statement

Andrews reviewed the income statement. Total Operating Income for first seven months of 2012 was approximately \$6.9 million.

Statement of Cash Flows

Andrews reviewed the statement of cash flows. Net increase in cash and cash equivalents for the first seven months of 2012 was \$458,405.

Operating Checking Transactions

Andrews reviewed with treasurer the transactions that will take place in September to transfer monies into the Sinking and Reserve funds.

Sinking Fund Allocations and Reserve Fund Allocations

Transfers from Revenue Fund to occur in September include \$755,470 to Bond Sinking Fund and \$87,088 to Bond Reserve Fund.

Customer Service & Accounts Receivable

Accounts Receivable Aging/Cut-offs/Reinstatements

Iben reviewed receivables.

New Customers/Water User Agreements/Occupant Deposit Listing/Voluntary Terminations
District had 11 new service connections and one termination in July.

Motion #081203 made by Wilson and seconded by Lovett to introduce and accept financial statements and moving of funds to sinking and reserve accounts. Motion passed. No dissenting vote.

Audit Report

The District's Annual Audit was presented and reviewed.

Consulting Engineering Services

Mason reviewed the Snyder & Associates Contract for Engineering Service. Discussion commenced regarding length of contract and notice. Motion #081204 made by Ballard, seconded by Mestad to introduce and approve Snyder & Associates, Inc. Standard Professional Services Master Agreement for a period of three years. Motion passed. Lovett abstained. Wilson voted Nay.

Approve Agreements for Water Service

City of Dexter – Discussion tabled

City of Slater – the City is reviewing the document

City of Churdan – the City is reviewing the document

Motion #081204 made by Wilson and seconded by Lovett to authorize staff to continue with negotiations. Motion passed. No dissenting vote.

Terminate Lease Agreement

Motion #081205 made by Wilson and seconded by Mestad to introduce and approve termination of farm leases. Motion passed. No dissenting vote.

CEO and General Manager Comments

Mason reviewed the Departmental Updates.

New Business

None

Public Comments

None

Executive Closed Session

Lovett made motion, seconded by Wilson, to enter into closed session to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation. Motion passed. No dissenting.

Motion made by Ballard, seconded by Mestad to end closed session.

Adjournment

Motion #081206 made by Wilson to adjourn meeting. Motion passed. No dissenting.

Xenia Rural Water District, Secretary

Date