

**Resolution # \_\_\_\_\_**  
**XENIA RURAL WATER DISTRICT**  
**December 19, 2013 – 5:00 PM**  
**Regular Board Meeting Minutes**

Board Members Present: Lovett, Wilson, Ballard, Jensen, Becker, Bromert

Board Members Absent: None

Staff Present: McMullen, Andrews, Roberts

Others Present: Gary Benjamin

Call to Order

Lovett called the meeting to order at 5:00 pm.

Approve Agenda

Motion #121301 made by Jensen, seconded by Bromert to introduce and approve the December 19, 2013 Agenda. Motion passed. No dissenting.

Approve Minutes

Motion #121302 made by Wilson, seconded by Ballard to introduce and approve the November 21, 2013 minutes. No dissenting.

Financial Reports

Statement of Net Assets

Andrews reviewed statement of net assets. As November 31, 2013 assets totaled \$131.8 million. Liabilities totaled \$130.1 million. Total liabilities and fund balance was \$134.6 million.

Income Statement

Andrews reviewed the income statement. Total year-to-date Operating Income was approximately \$11.6 million.

Statement of Cash Flows

Andrews reviewed the statement of cash flows. Net increase in cash and cash equivalents is \$2.8 million YTD.

Operating Checking Transactions

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

Sinking Fund Allocations and Reserve Fund Allocations

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

Customer Service & Accounts Receivable

Accounts Receivable Aging/Cut-offs/Reinstatements

Andrews reviewed receivables.

New Customers/Water User Agreements/Occupant Deposit Listing/Voluntary Terminations

District had 19 new service connections and 4 terminations in October.

Motion #121303 made by Ballard and seconded by Becker to introduce and accept financial statements and payment of parity lenders. Motion passed. No dissenting vote.

Approval of IRWA Membership

Motion #121304 by Jensen, seconded by Bromert to approve staff to apply for membership to Iowa Rural Water Association for 2014. Membership fees will be paid in two payments. Motion passed. No dissenting vote.

Approve Participation in CIRDWC

Motion #121305 made by Bromert, seconded by Jensen to negotiate Central Iowa Regional Drinking Water Commission membership cost based on capacity and payment for participation would be based upon meeting our budget as of June 30<sup>th</sup>, 2014. Motion passed. No dissenting vote.

Low Income Assistance Program

Discussion held on the possibility of using a third-party charitable organization to help customers unable to pay their water bill, funding could be sought from larger commercial customers. Ballard suggests removing portion of penalties if payment arrangements are kept.

Service Connections Charges

Motion #121306 by Becker, seconded by Wilson to approve updated service connection charges for 2014. Short-side connections \$2400, long-side \$3100, sub-division curb stop connections \$1100. Motion passed. No dissenting vote.

Appointment of CEO/General Manager

Motion #121307 by Becker, seconded by Jensen to accept appointment of Gary Benjamin as Xenia's new CEO/General Manager. Motion passed. No dissenting vote.

Departmental Reports

McMullen reviewed the highlights of the departmental updates.

Manager's Update

South of Ames area negotiations were reviewed.

Old Business

Polk County Conservation has returned signed easements for the property sold to them. Lovett reviewed procedure of having more than one Board member present at any meeting representing Xenia business.

New Business

Letter was received from Assured Guaranty regarding rate increase, response letter will be sent. Office will be closing at 12:00 on Christmas Eve. State Auditors will begin annual audit on January 14<sup>th</sup>.

Public Comments

Gary Benjamin commented he is looking forward to coming on board with Xenia.

Adjournment

Motion #121308 made by Jensen, seconded by Bromert to adjourn the meeting at 7:20 pm. Motion passed. No dissenting.

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Xenia Rural Water District, Secretary

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Date