

Resolution # _____
XENIA RURAL WATER DISTRICT
November 21, 2013 – 5:00 PM
Regular Board Meeting Minutes

Board Members Present: Lovett, Wilson, Ballard, Jensen, Becker
Telephonically: Bromert
Board Members Absent: None
Staff Present: McMullen, Andrews, Iben, Lyons
Others Present:

Call to Order

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

Approve Agenda

Motion #111301 made by Ballard, seconded by Becker to introduce and approve the November 21, 2013 Agenda. Motion passed. No dissenting.

Approve Minutes

Motion #111302 made by Jensen, seconded by Ballard to introduce and approve the October 24, 2013 minutes. No dissenting.

Financial Reports

Statement of Net Assets

Andrews reviewed statement of net assets. As October 31, 2013 assets totaled \$134.6 million. Liabilities totaled \$132.85 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 \$10.7 million.

Statement of Cash Flows

Andrews reviewed the statement of cash flows. Net increase in cash and cash equivalents is \$5.4 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 December 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 22 new service connections and 1 termination in October.

Motion #111303 made by Ballard and seconded by Becker to introduce and accept financial statements and payment of parity lenders. Motion passed. No dissenting vote.

Approve 2014 Rate Increase – Approve 2014 Budget

Motion #111304 made by Jensen, seconded by Ballard to approve the 2014 Budget reflecting a 3% water rate increase, pending lender review. Motion passed. No dissenting vote.

Approve Fire Service Rules and Rates

Motion #111305 by Jensen, second by Becker to approve the implementation of an annual fee for fire protection availability effective 01/01/2014. Motion passed. No dissenting vote.

Approve Warren Water-Xenia Joint Co-Operation Agreement for I-80 Project

Motion #111306 by Becker, seconded by Bromert to approve the 28E agreement with Warren Water District. Motion passed. No dissenting vote.

Approve City of Ames Agreement on North Service Area

Motion #111307 by Becker, seconded by Jensen to approve the agreement with the City of Ames to transfer water rights from Xenia to the City of Ames. Motion passed. No dissenting vote.

Authorize Employee Incentive Pay

Motion #111308 by Ballard, second by Wilson to approve an employee incentive payable in November. Motion passed. No dissenting vote.

Authorize State Auditor's Office to Perform Annual Audit

Motion # 111309 made by Jensen, seconded by Ballard to authorize management to notify the State Auditor's Office of Xenia's request to have the State Office perform the 2013 Audit. Motion passed. No dissenting vote.

Authorize Long-term Investments within the Revolving Fund

Motion #111310 made by Jensen, seconded by Ballard to authorize the investment of all but \$1.5 million of the funds within the Revolving Fund. Motion passed. No dissenting vote.

Update on CEO Search

Motion #111311 by Jensen, seconded by Becker to approve Dr. McMullen to make an offer to Gary Benjamin for the CEO position. Motion passed. No dissenting vote.

Departmental Reports

McMullen reviewed the highlights of the departmental updates.

Old Business

Staff will look into a program to assist members that are having an issue in paying their bills. Will be discussed at December Board Meeting. Ballard and Andrews have been meeting with Bankers Trust and Vision Bank to review the Districts banking options.

New Business

None

Public Comments

None

Adjournment

Motion #111312 made by Becker, seconded by Bromert to adjourn the meeting at 7:15 pm. Motion passed. No dissenting.

Xenia Rural Water District, Secretary

Date