

**Resolution # \_\_\_\_\_**  
**XENIA RURAL WATER DISTRICT**  
**January 23, 2014 – 5:00 PM**  
**Regular Board Meeting Minutes**

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

Board Members Absent: Wilson

Staff Present: McMullen, Andrews, Iben, Lyons, Roberts

Others Present: None

Call to Order

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

Approve Agenda

Motion #011401 made by Bromert, seconded by Jensen to introduce and approve the January 23, 2014 Agenda. Motion passed. No dissenting.

Approve Minutes

Motion #011402 made by Jensen, seconded by Becker to introduce and approve the December 19, 2013 minutes as amended. No dissenting.

Financial Reports

Statement of Net Assets

Andrews reviewed statement of net assets. As December 31, 2013 assets totaled \$131.1 million. Liabilities totaled \$129.5 million.

Income Statement

Andrews reviewed the income statement. Total year-to-date Operating Income was approximately \$12.7 million.

Statement of Cash Flows

Andrews reviewed the statement of cash flows. Net increase in cash and cash equivalents is \$2.5 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 February 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 9 new service connections and 3 terminations in October.

Motion #011403 made by Jensen and seconded by Becker to introduce and accept financial statements and payment of parity lenders. Motion passed. No dissenting vote.

Amend Xenia Financial Transaction Policy

Motion #011404 by Ballard, seconded by Bromert to remove L.D. McMullen and replace with Gary Benjamin for approving financial transactions. Motion passed. No dissenting vote.

2013 Employee Compensation and W2 Review

Salary information and copies of W2's were provided and reviewed by the board. Motion #011405 by Jensen, second by Bromert to move this information into file.

Water Modeling Software

Motion #011406 by Jensen, seconded by Becker to approve software purchase and training for network modeling from Innovyze at a cost of \$25,250.00. Motion passed. No dissenting.

Flummerfelt Rate Increase at Homestead Colony Park

Motion to increase rates at the Homestead Colony Park were tabled, with Board requesting more information on the cost of service calls and providing service to this area.

Waukee Pump Station Rehabilitation

Discussion was held on the feasibility of rehabilitating the Waukee pump station in order to maximize use of existing purchased capacity rather than buying new purchased capacity from Des Moines Water Works.

Annual Meeting Update

Board reviewed the Call-to-Action letter for Board Candidacy that will be mailed to district members in February in order to fill three vacant Board seats at the annual meeting in April.

Approve 2014 Rate Increase

Motion #011407 by Becker, seconded by Jensen to approve the 6% rate increase for 2014. Reviewed letter that will be mailed with February statements informing customers. Motion passed. No dissenting.

Manager's Report

McMullen reported the transition over to Gary Benjamin is going smoothly. Service territory area south of Ames is still being negotiated.

Departmental Reports

Department updates were reviewed

Public Comments

None

Adjournment

Motion 011408 made by Becker, seconded by Bromert to adjourn the meeting at 7:10 pm. Motion passed. No dissenting.

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Xenia Rural Water District, Secretary

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Date