

Resolution # _____
XENIA RURAL WATER DISTRICT
July 24, 2014 – 5:00 PM
Regular Board Meeting Minutes

Board Members Present: Lovett, Jensen, Wilson, Carris

Board Members Absent: Becker

Staff Present: Andrews, Benjamin, Lyons, Iben

Others Present: None

Call to Order

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

Approve Agenda

Motion #071401 made by Wilson, seconded by Jensen to introduce and approve the July 24, 2014 Agenda.

Motion passed. No dissenting.

Approve Minutes

Motion #071402 made by Jensen, seconded by Becker to introduce and approve the June 19, 2014 minutes.

Motion passed. No dissenting.

Financial Reports

Statement of Net Assets

Andrews reviewed statement of net assets. As of June 30, 2014 assets totaled \$130.9 million. Liabilities totaled \$129.4 million.

Income Statement

Andrews reviewed the income statement. Total year-to-date Operating Income was approximately \$2.89 million.

Statement of Cash Flows

Andrews reviewed the statement of cash flows.

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 July 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 1 termination in June.

Motion #071403 made by Wilson and seconded Carris to introduce and accept financial statements and payment of parity lenders. Motion passed. No dissenting vote.

2013 Audit Corrective Actions Update

Andrews gave the board an update on the corrective actions that have been put into place by management to satisfy the 2013 Annual Audit.

Lease of Metal Building at Stratford Treatment Plant

Motion #071404 by Jensen, seconded by Wilson to approve the renewal of the lease agreement between Xenia and the IDNR for \$9,000. Motion passed. No dissenting.

Vehicle Purchase

Motion #071405 by Jensen, seconded by Carris to authorize staff to purchase three ½ ton vehicles from Stew Hansen in the amount of \$73,551. Motion passed. No dissenting.

City of Kelley Water Service

Benjamin updated board on discussions staff has had with the City of Kelley. Kelley is interested in a bulk water purchase agreement and their estimated peak demand is 42,000.

Waukee Service Territory Update

Benjamin updated the board on discussions related to Waukee interest in purchasing territory from Xenia.

Strategic Plan

Benjamin discussed with the board about to options of putting together a strategic plan for the District sometime in 2015. Funds will be allocated within next year’s budget to accommodate the study.

Woodward Water Plant Study Update

Benjamin updated the board on the work Snyder & Associates have done to date to evaluate the Woodward Plant. The study was presented to the board and will be up for discussion at the August meeting.

Churdan – Sale of Meter Pits

Motion #071406 by Carris, seconded by Jensen to approve the sale of two meter vaults to the City of Churdan for \$30,000. Motion passed. No dissenting.

Manager’s Report

Updates were given on the following projects: ISU Research Park Service Territory, City of Slater water service test, Distribution System Modelling Software, CIRDWC Study, water main project at the Stratford Plant and a potential development outside of Boone at the intersection of Hwy 17 & Hwy 30.

Departmental Reports

Department updates were reviewed

Old Business

None

New Business

None

Public Comments

None

Adjournment

Motion #061408 made by Jensen, seconded by Carris to adjourn the meeting. Motion passed. No dissenting.

Xenia Rural Water District, Secretary

Date