

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

Board Members Present: Lovett, Jensen, Wilson, Carris, Becker, Kahler

Board Members Absent:

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 #101401 made by Kahler, seconded by Becker to introduce and approve the October 23, 2014 Agenda. Motion passed. No dissenting.

Approve Minutes

Motion #101402 made by Jensen, seconded by Carris to introduce and approve the September 18, 2014 minutes. Motion passed. No dissenting.

Financial Reports

Statement of Net Assets

Andrews reviewed statement of net assets. As of September 30, 2014 assets totaled \$132.1 million. Liabilities totaled \$130 million.

Income Statement

Andrews reviewed the income statement. Total year-to-date Operating Income was approximately \$10.075 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 October 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 August.

Motion #101403 made by Kahler and seconded Jensen to introduce and accept financial statements. Motion passed. No dissenting vote.

2015 Budget and Water Rates Discussion

Andrews and Benjamin reviewed the proposed budget for 2015. Discussion was had on the merits between a 3% and 6% rate increase. No action taken.

Purchased Capacity

Motion #101404 by Jensen, seconded by Carris to authorize staff to work with Dan Lovett and Gary Becker to submit a bid for Polk County Rural Water District #1's 125,000 gallons per day capacity at an amount deemed in the best interest of Xenia Rural Water District . Motion passed. Kahler abstained.

Poet Ethanol Plants – Capital for Increased Capacity

Benjamin updated the board on staffs meeting with Poet Ethanol regarding potential expansion of their plants. Discussion on whether to require any water customer to pay the capital cost of any production or distribution cost required to meet new or increased water demands for that customer.

Waukee Service Territory

Motion #101405 by Jensen, seconded by Kahler to approve the Memorandum of Understanding with Waukee and authorize Board Chair and Secretary to sign the agreement. Motion passed. No dissenting.

Vehicle Purchase

Board approved the purchase of a 1-1/2 ton truck at the June 2014 board meeting. Unfortunately, the truck to be purchased did not meet the requirements needed by Xenia, and was not purchased.

Motion #101406 by Carris, seconded by Becker to authorize staff to purchase the in-stock 1-1/2 ton vehicle from Stew Hansen in the amount of \$44,995. Motion passed. No dissenting.

Manager's Report

Updates were given on the following projects: ISURP Agreement, RFP – Engineering Design Services – Woodward WTP upgrades, Des Moines River Crossing, City of Churdan water connection, Damaged Vehicles and Equipment, Distribution System Modeling, Briggs Woods Water Service and the distribution of board packets electronically.

Departmental Reports

Department updates were reviewed

Old Business

None

New Business

None

Public Comments

None

Adjournment

Motion #101407 made by Becker, seconded by Carris to adjourn the meeting. Motion passed. No dissenting.

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Xenia Rural Water District, Secretary

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Date