

**Resolution # \_\_\_\_\_**  
**XENIA RURAL WATER DISTRICT**  
**January 22, 2015 – 5:00 PM**  
**Regular Board Meeting Minutes**

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

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 #011501 made by Wilson, seconded by Kahler to introduce and approve the January 22, 2015 Agenda. Motion passed. No dissenting.

Approve Minutes

Motion #011502 made by Jensen, seconded by Becker to introduce and approve the December 18, 2014 minutes. Motion passed. No dissenting.

Financial Reports

Statement of Net Assets

Andrews reviewed statement of net assets. As of December 31, 2014 assets totaled \$130.3 million. Liabilities totaled \$127.5 million.

Income Statement

Andrews reviewed the income statement. Total year-to-date Operating Income was approximately \$13.735 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 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 11 new service connections and 6 terminations in December.

Motion #011503 made by Wilson and seconded Becker to introduce and accept financial statements.

Motion passed. No dissenting vote.

2014 Incentive Pay

Andrews updated the board of the financial goals set forth for the 2014 Incentive Pay. Staff will wait for the audit to be complete to make final determination of any payout remaining for the 2014 Incentive Pay program.

Engineering Design Services for Woodward Water Treatment Plant Upgrade Project

Benjamin updated the Board on HR Green's progress on designing the upgrades to the Woodward Water Treatment Plant.

Employee 2014 Compensation Review and Acknowledgement

Motion #011504 by Jensen, seconded by Becker to acknowledge the receipt of the 2014 Employee Compensation Review. Motion passed. No dissenting.

Annual Meeting Update

Benjamin updated the Board on the timing of the 2015 Annual Meeting and reviewed the Board Candidate Nominee letter that is to be sent to the Membership in February.

Waukee Service Territory

Benjamin updated the Board on the status of the discussions staff has had with staff members from the City of Waukee.

Kelley Water Service

Motion #011505 by Jensen, seconded by Carris to approve the bulk water purchase agreement with a capacity fee of \$122,960 with the City of Kelley and authorize the Chair and Secretary to execute the agreement. Motion passed. No dissenting.

Manager's Report

Updates were given on the following projects: City of Churdan's purchase capacity payment, Des Moines River crossing tie-ins, insurance claims for dump truck and track hoe, Agreements with the City of Ames and ISURP, 2015 treatment plant chemicals, total number of new connections in 2014, Woodward System free chlorine burn, distribution system modeling update, meeting with the City of Boxholm and an update on the annual audit.

Departmental Reports

Department updates were reviewed

Old Business

None

New Business

None

Public Comments

None

Adjournment

Motion #011506 made by Wilson, seconded by Becker to adjourn the meeting. Motion passed. No dissenting.

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Xenia Rural Water District, Secretary

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Date