

**Resolution # \_\_\_\_\_**  
**XENIA RURAL WATER DISTRICT**  
**May 11, 2016 – 5:00 PM**  
**Regular Board Meeting Minutes**

Board Members Present: Lovett, Kahler, Jensen, Wilson, Schrum

Board Members Absent: Carris, Becker

Staff Present: Andrews, Iben, Hayden, Lyons, Benjamin

Others Present: Michael Maloney

Call to Order

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

Approve Agenda

Motion #051601 made by Kahler, seconded by Wilson to introduce and approve the May 11, 2016 Agenda.

Motion passed. No dissenting.

Approve Minutes

Motion #051602 made by Wilson, seconded by Kahler to introduce and approve the April 21, 2016 minutes.

Motion passed. No dissenting.

Financial Reports

Statement of Net Assets

Andrews reviewed statement of net assets. As of April 30, 2016 assets totaled \$132.3 million. Liabilities totaled \$124.9 million.

Income Statement

Andrews reviewed the income statement. Total Operating Income for the four months ending April 30, 2016 was \$4.54 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 June 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 15 new service connections and 5 terminations in April.

Motion #051603 made by Wilson, seconded Kahler to introduce and accept financial statements. Motion passed. No dissenting.

Election of Officers

Motion #051604 made by Schrum, seconded by Jensen to elect the following slate: Chair – Lovett, Vice Chair – Wilson, Treasurer – Becker, Secretary – Kahler. Motion passed. No dissenting.

2015 Audit

Benjamin updated the board on the status of the audit. It is anticipated the audit will be finalized prior to the June meeting.

Directors and Officers Coverage Renewal

Motion #051605 made by Kahler, seconded by Schrum to accept Westchester Fire Insurance Company renewal quote of \$4,168 for Directors and Officers Insurance Policy with a liability limit of \$3,000,000. Motion passed. No dissenting.

Luther Agreement

Staff will be meeting with the City of Luther in June to discuss the renewal of the Franchise Agreement.

Snyder Work Order – Water Rate Adequacy Review

Motion #051606 made by Kahler, seconded by Schrum to approve Work Order with Snyder & Associates in the not to exceed amount of \$8,500 for Water Rate Adequacy Review. Motion passed. No dissenting.

Manager’s Report

Updates were given on the following projects: Consumer Confidence Reports, board agenda information that will be placed onto Xenia’s external website, Iowa Rural Water Association’s Political Action Committees request for donations and the City of Boone’s nitrate levels.

Departmental Reports

Department updates were reviewed

Old Business

None

New Business

None

Public Comments

None

Adjournment

Motion #051607 made by Jensen seconded by Kahler to adjourn the meeting. Motion passed. No dissenting.

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Xenia Rural Water District, Secretary

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Date