



**SPECIAL MEETING
of the
BOARD OF DIRECTORS**

MINUTES

Monday, 10:00 a.m.

16 August 2004

Called to Order at 10:04 a.m.

The meeting was called to order by Gordon Woelfle, Chairman.
Prior notice of the meeting was given in accord with CRS 32-1-903.

1. Roll Call:

Directors Present: Gordon Woelfle, Chairman
Steve Kawulok, Treasurer, 10:13 am
James F. Ruff
Fred Walker
Director Absent: Robert Heath
Others Present: Ravi Srivastava, General Manager
Pat Mathena, Assistant Manager and Controller
Brent Harris, Construction Superintendent and Wastewater
Collection System Manager, 10:43-11:35 am
Jerry Barcelona, Collection System and Plant Maintenance
Operator, 10:48-11:35 am
Nate Ader, Collection System Operator, 10:48-11:35 am

Roll was called and it was determined that a quorum was present.

2. Approval of the Minutes:

Mr. Jim Ruff moved that the minutes of the 12 July 2004 regular board meeting be approved as presented. Motion seconded. Minutes approved unanimously.

Mr. Kawulok arrived during the financial information portion of the meeting.

3. Financial Information:

Presented to the board were information on financial status, inflow and outflow of funds, and growth in customer base:

- Cash and Cash Equivalents as of 31 July 2004;
\$1,535,145.98 Ending Cash, 30 June 2004
150,334.60 July Receipts
- 195,792.21 July Cash Disbursements
\$1,489,688.37 Ending Cash, 31 July 2004

- Details of revenues, including components of cash received monthly, monthly sewer billings and # of sewer accounts, delinquent billings, fee revenues, SDC receipts, and current monthly charges – comparison by user class.
 - Details of outflow of funds were presented, including contract status, contingent commitments, purchase orders, cash disbursement listing for the month ended 31 July 2004, and large check descriptions and credit card detail.
 - Detailed unaudited financial statements for the five and six months ended 31 May and 30 June, 2004, respectively; cash flow (graph), and financial ratios.
 - Growth related information including WDRs purchased, new property accounts, and estimated population equivalents & treatment capacity was presented.
4. Mr. Steve Kawulok moved for Boxelder staff to prepare and present to the board at the September board meeting a conceptual framework for a rate study Request for Proposal (RFP). Motion seconded. Motion passed unanimously.
- Mr. Brent Harris joined the meeting.
5. Operations: Information on the industrial pretreatment program, wastewater collection system, treatment plant, and administration operations through 31 July 2004 was presented. Mr. Harris made a presentation on wastewater collection system operations.
- Mr. Jerry Barcelona and Mr. Nate Ader joined the meeting.
6. Mr. Jim Ruff moved to authorize the purchase of a jetter truck. Motion seconded. Motion tabled.
- Mr. Harris, Mr. Barcelona and Mr. Ader left the meeting.
7. Manager's Information Transfer
- A. Water Quality Forum Retreat Update.
 - B. Flood-proofing of plant site: It was the sense of the board to protect the plant site at the 500-year flood level.
 - C. SDA Conference: Steamboat Springs, Sept. 22-24.
 - D. Customer request for late charge abatement.
 - E. District Projects Update.
 - F. Development Status Summation.
 - G. Articles/Information of Interest:
 - a. "2005 Water and wastewater leadership center", AMSA, July 9, 2004.
 - b. "Drowning in Debt", *The Coloradoan*, July 26, 2004.
 - c. "LaPorte developers look at forming new sewer district", *North Forty News*, August 2004.
14. New business: None

The meeting was adjourned at 12:34 pm.


Gordon Woelfle, President


Ravindra M. Srivastava, Secretary