



**REGULAR MEETING
of the
BOARD OF DIRECTORS**

MINUTES

Monday, 10:00 a.m.

11 October 2004

Called to Order at 10:03 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, arrived at 11:47 am
James F. Ruff, out at 12:47 pm
Fred Walker, arrived at 10:37 am
Robert Heath

Others Present:

Ravi Srivastava, General Manager
Pat Mathena, Assistant Manager and Controller
Sheri Jensen, Pretreatment Program Administrator and
Development Coordinator, 10:18 am-10:34 am, 11:16 am –
12:06 pm
Brent Harris, Construction Superintendent and Wastewater
Collection System Manager, 10:37-10:54 am
Russell Legg, Larimer County Chief Planner, 11:16 am – 12:06
pm
Rob Helmick, Larimer County Senior Planner, 11:16 am – 12:06
pm

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

2. 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 30 September 2004;
\$1,623,305.31 Ending Cash, 31 August 2004
147,143.90 September Receipts
- 127,535.54 September Cash Disbursements
\$1,642,913.67 Ending Cash, 30 September 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 30 September 2004, and large check descriptions and credit card detail.
- Detailed unaudited financial statement for the eight months ended 31 August, 2004: cash flow (graph), and financial ratios.
- Growth related information including WDRs purchased, new property accounts, and estimated population equivalents & treatment capacity was presented.

Ms. Sheri Jensen joined the meeting.

3. Operations: Information on the industrial pretreatment program, wastewater collection system, treatment plant, and administration operations through 30 September 2004 was presented. Ms. Jensen made a presentation on the pretreatment operations.

Ms. Jensen left the meeting. Mr. Brent Harris joined the meeting. Mr. Fred Walker arrived during the jetter – jet /vac combo truck discussion. Mr. Harris left the meeting prior to any motion being made on the purchase of the equipment.

4. Mr. Robert Heath moved to authorize the purchase of a jetter truck in a time frame to maintain the quoted price, approximate delivery date of March 1, 2005, using existing cash funds, with a purchase price not to exceed \$160,000. Motion seconded. Motion passed unanimously.

Mr. Russell Legg, Mr. Rob Helmick and Ms. Sheri Jensen joined the meeting. Mr. Legg and Mr. Helmick presented the County's land use scenarios and current planning to the board. Mr. Steve Kawulok arrived during this discussion. Mr. Legg, Mr. Helmick and Ms. Jensen left the meeting at the conclusion of the presentation and questions.

5. Mr. Fred Walker moved to table the discussion relating to setting of pump station surcharge to allow inclusion of additional information relating to the WMPS costs.
6. Approval of the Minutes:
Mr. Bob Heath moved that the minutes of the 13 September 2004 regular board meeting be approved as presented. Motion seconded. Minutes approved 4-0 (Mr. Ruff was out of the room at the time of the vote).
7. Mr. Robert Heath moved to have staff accept the Rate Study RFP proposals from the vendors, review for completeness, summate the submissions, then present the staff recommendations to the board at the November 8, 2004 board meeting. Motion seconded. Motion passed unanimously.
8. Mr. Steve Kawulok moved that Boxelder retain Clifton Gunderson LLP as the auditor for the 2004 Financial Statements. Motion seconded. Motion passed unanimously.
9. Mr. Steve Kawulok moved to table budget discussion until the next board meeting.

Mr. Jim Ruff left the meeting during discussion of the budget.

10. Assessing basin charges will be addressed at the next board meeting.

11. Manager's Information Transfer

- A. Cost allocation for growth activities.
- B. Windsor West/Shiloh Creek.

- C. Sherry Street remediation.
- D. Update of easement acquisition for Wild Teal Improvements L.L.C. project.
- E. Dry Creek Drainage Basin.
- F. District Projects Update.
- G. Development Status Summation.
- H. Articles/Information of Interest:
 - a. AMSA's 2004 Developments in Clean Water Law, November 10-12, 2004, San Diego, CA.
 - b. Navigating the Future-Water Supplies in the South Platte, October 27-28, 2004, Longmont, CO.
 - c. "Mutant fish prompt concern", *The Sunday Denver Post*, October 3, 2004.

14. New business: None

The meeting was adjourned at 1:45 pm.


Gordon Woelfle, President


Ravindra M. Srivastava, Secretary