

**REGULAR MEETING
of the
BOARD OF DIRECTORS**

MINUTES

Monday, 10:00 a.m.

08 November 2004

Called to Order at 10:05 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
James F. Ruff

Others Present: Ravi Srivastava, General Manager
Pat Mathena, Assistant Manager and Controller
Brent Harris, Construction Superintendent and Wastewater
Collection System Manager, 10:12-10:26 am
Sheri Jensen, Pretreatment Program Administrator and
Development Coordinator, 11:17 am-11:42 am
Shiloh Creek Subdivision representatives: Geoff Smith and
Ginger DeReus (developer, G.C. Smith Construction,
Inc.), Bud Curtiss (engineer, Northern Engineering
Service), (operations, G.C. Smith Construction, Inc.),
11:17 am-11:42 am

Directors Absent: Fred Walker, excused, illness
Robert Heath, excused, illness

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

2. Approval of the Minutes:

Mr. James Ruff moved that the minutes of the 11 October 2004 regular board meeting be approved as presented. Motion seconded. Minutes approved unanimously.

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 October 2004;
\$1,642,913.67 Ending Cash, 30 September 2004
199,485.52 October Receipts
- 95,920.62 October Cash Disbursements
\$1,746,478.57 Ending Cash, 31 October 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 October 2004, and large check descriptions and credit card detail.
- Detailed unaudited financial statement for the nine months ended 30 September, 2004: cash flow (graph), and financial ratios.
- Growth related information including WDRs purchased, new property accounts, and estimated population equivalents & treatment capacity was presented.

Mr. Brent Harris joined the meeting.

4. Operations: Information on the industrial pretreatment program, wastewater collection system, treatment plant, and administration operations through 31 October 2004 was presented. Mr. Harris made a presentation on the wastewater collection system operations.
5. Mr. Steve Kawulok moved to authorize the purchase of a pickup truck, the purchase price of which is not to exceed \$25,000. Motion seconded. Motion passed unanimously.

Mr. Harris left the meeting.

6. Mr. Steve Kawulok moved to adopt the pump station surcharges presented below, and that such surcharges be implemented beginning with the January 2005 billing cycle.

Entity	Pump Station Surcharge
Walker Manufacturing Co. Pump Station: WMPS & RAPS	\$345.38
CDOT Pump Station: RAPS	\$54.53
Colorado State Patrol Pump Station: RAPS	\$49.50
4125 Main Alpine Cabinet Pump Station: RAPS	\$3.21
4420 E CR 40 (Thompson) Pump Station: RAPS	\$6.42
4148 Main (Skinner) Pump Station: RAPS	\$80.21
1229 E. Mulberry Pump Station: EMPS	\$1.68
1209 E. Mulberry Pump Station: EMPS	\$1.68
1201 E. Mulberry Pump Station: EMPS	\$1.68

Motion seconded. Motion passed unanimously.

7. Mr. Steve Kawulok moved to table the budget discussion/adoption until the December 13, 2004 board meeting.
8. Mr. Steve Kawulok moved to adopt Resolution 8 November 2004, extending the \$1,000,000 revolving line of credit with First National Bank for one year. Motion seconded. Motion passed unanimously.
9. Mr. James Ruff moved to set the tax levy for the tax year 2005 at -0- mills for Larimer and Weld Counties. Motion seconded. Motion passed unanimously.
10. Mr. Steve Kawulok moved to modify the Rules and Regulations Section 601.B by deleting the word "Manager" and replacing it with the word "District" in the first sentence of the section. Text will read:

The District may require the property owner or developer to construct a collection line larger than that required for his needs for the service of lands adjacent to his property or development, in which case the District may enter into a recovery agreement with the owner or developer to collect a pro-rata share of the costs of such construction from the owner of the adjacent lands at the time of their connection and refund such costs to the owner or developer. When an owner or developer finds it necessary to construct wastewater facilities through or adjacent to non-served or undeveloped lands, the owner or developer shall pay the entire cost of such facilities. However, the District may agree in writing with the owner or developer to collect a pro-rata share of the costs from the owner of property served by such facilities at the time of connection to the wastewater system and shall refund such cost to the owner or developer.

Motion seconded. Motion passed unanimously.

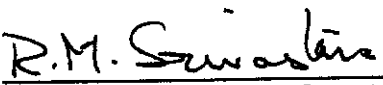
11. Mr. Steve Kawulok moved to award the study of rates and charges contract to Rick Giardina & Associates, Inc. in association with thc, including policy review, benchmarking and best practices, per their proposal. Motion seconded. Motion passed unanimously.
12. Mr. James Ruff moved to table the discussion on board meeting date and time as well as the content of the board information packets.
13. Mr. Steve Kawulok moved to rollover from 2004 to 2005 the general manager's vacation time in excess of the 80 hours normally permitted on anniversary date. Motion seconded. Motion passed unanimously.
14. Manager's Information Transfer
 - A. Presentation from Shiloh Creek Subdivision representatives.
 - B. Attorney statement regarding the district's right to contract.
 - C. Redemption of 1994 Revenue Bond scenario.
 - D. Permit cost recording options.
 - E. Office closing – employee appreciation luncheon.
 - F. Excellence in Management Award from AMSA.
 - G. District Projects Update.
 - H. Development Status Summation.
 - I. Articles/Information of Interest:
 - a. "State Water Protection at Risk," *The Denver Post*, Theo Stein, October 15, 2004.
 - b. "Developments in Clean Water Law," AMSA, Seminar November 11-12, 2004 for public agency attorneys and managers, San Diego, CA.
 - c. "Livestock antibiotics discovered in Poudre," *Fort Collins Coloradoan*, October 23, 2004.

14. New business: None

The meeting was adjourned at 12:12 pm.



Gordon Woelfle, President



Ravindra M. Srivastava, Secretary