



**REGULAR MEETING  
of the  
BOARD OF DIRECTORS**

**MINUTES**

Thursday, 9:00 a.m.

July 16, 2009

Called to order at 9:00 a.m.

The meeting of the Boxelder Sanitation District Board of Directors was held at the Boxelder Sanitation District administrative office located at 3201 E. Mulberry, #Q, Fort Collins, CO 80524. Mr. Les Gelvin acting as the Chairman with Mr. Fred Walker acting as Secretary, called the meeting to order.

Prior notice of the meeting was given in accord with §32-1-903 CRS.

1. Roll Call:

Directors Present: Mr. Les Gelvin, Chairman  
Mr. Scott Taylor, Vice-Chairman  
Mr. Stephen Pink, Treasurer  
Mr. Dennis Gatlin  
Mr. Gordon Woelfle

Staff Present: Mr. Fred Walker, Secretary, General Manager  
Ms. Pat Mathena, Assistant Manager and Controller,  
Mr. Rick Zier, District legal counsel  
Mr. Rick Chase, PERA information officer, 10:00 – 10:47 am  
Mr. Randy Siddens, District Engineer, 11:34 am – 1:32 pm

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

2. Public comment: None

3. Mr. Gatlin moved to approve the minutes of the June 18, 2009 regular meeting as presented. Motion seconded. Minutes approved unanimously [5-0-0].

It was noted that the special meeting scheduled for June 24, 2009 during the June 18, 2009 regular board meeting was cancelled.

4. Mr. Gatlin moved to amend the July 16, 2009 agenda to add Action Item D – Amendment to Section 125 Cafeteria Plan. Motion seconded. Motion approved unanimously [5-0-0].

5. Mr. Woelfle moved to approve the "Agreement Concerning Development of Sanitary Sewer" for East Ridge of Fort Collins, LLC as revised by the General Manager if

necessary and authorize the Chairman of the Board to sign the agreement subsequent to final minor changes. Motion seconded. Motion passed [5-0-0].

6. Mr. Pink moved to approve an agreement between Boxelder and Agsmart Inc. dba BiO2 Solutions, as revised by staff and counsel. Motion seconded. Motion passed unanimously [5-0-0].

Mr. Chase joined the meeting and made a presentation of the PERA benefits that are available to the Board. At the conclusion of his presentation and question period, Mr. Chase left the meeting.

7. Mr. Pink moved to adopt Resolution 2009-07-16 Section 125 Plan Amendment as presented (copy attached). Motion seconded. Motion passed unanimously [5-0-0].

8. Financial Information:

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

- Cash and Cash Equivalents as of June 30, 2009;  
\$3,107,281.69 Ending Cash, May 31, 2009  
186,966.64 June Receipts  
-140,463.36 June Cash Disbursements  
\$3,153,784.97 Ending Cash, June 30, 2009
- Details of revenues, including components of cash received monthly, monthly sewer billings and # of sewer accounts, current monthly charges – comparison by user class, delinquent billings, delinquency statistics, fee revenues, and WDR receipts were presented.
- Details of outflow of funds were presented; including contract status, contingent commitments, purchase orders, cash disbursement listing, and credit card detail for the month ended June 30, 2009.
- Unaudited draft financial statements for the five months ended May 31 2009 were presented at the meeting. Total net assets (graph), total current assets (graph), and financial ratios were presented.

9. Operations: Information on the treatment plant, industrial pretreatment program, wastewater collection system, and administration operations for June 2009 was presented.

10. Information Transfer

- Rate Study impact review
- North Mulberry Interceptor routing
- District project update
- Development information

11. New Business: None

12. Mr. Gatlin moved to adjourn the meeting. Motion seconded. Motion approved unanimously [5-0-0].

Meeting adjourned at 2:39 pm.

These minutes were approved on the 20th day of August, 2009 by an action of the Board of Directors.

/s/ Les Gelvin  
Chairman of the Board

/s/ Fred E. Walker  
Secretary