



**REGULAR MEETING
of the
BOARD OF DIRECTORS**

MINUTES

Thursday, 9:00 a.m.

April 15, 2010

Called to order at 9:01 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. Dennis Gatlin
Mr. Gordon Woelfle, out 10:26 am – 12:10 pm
Staff Present: Mr. Fred Walker, Secretary, General Manager
Ms. Pat Mathena, Assistant Manager and Controller
Mr. Randy Siddens, District Engineer and Operations Manager;
out 9:07 am – 12:00 pm
Public Present: Mr. Rick Zier, District legal counsel
Mr. Joseph Zahn, in 9:07 – 9:25 am
Mr. Ray Piira, in 9:52 – 10:12 am
Mr. R. Kint Glover, in 10:12 – 10:26 am
Director Absent: Mr. Stephen Pink, Treasurer

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

2. Public comment: None

Mr. Zahn joined the meeting for general discussion. Mr. Zahn left the meeting.

3. Mr. Gatlin moved to approve the minutes of the March 18, 2010 regular meeting as presented. Motion seconded. Minutes approved unanimously [4-0-0].
4. The board discussed floodplain informational needs for the treatment plant site.
5. Mr. Woelfle moved that discussion of the general manager's evaluation be tabled to the next board meeting. Motion seconded. Motion passed unanimously [4-0-0].

Mr. Piira joined the meeting for general discussion. Mr. Piira left the meeting and Mr. Glover joined the meeting.

6. Public comment

Messrs. Glover and Woelfle left the meeting.

7. 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 March 31, 2010;
\$3,743,972.74 Ending Cash, February 28, 2010
231,086.77 March Receipts
-173,056.14 March Cash Disbursements
\$3,802,003.37 Ending Cash, March 31, 2010
- Details of revenues, including components of cash received monthly, monthly sewer billings and # of sewer accounts, current monthly charges, fee revenues, delinquent billings and delinquency statistics, monthly delinquent letters, hangtags, liens and service disconnections, and projected WDRs purchased vs actual purchases 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 March 31, 2010.
- Unaudited financial statements for the two months ended February 28, 2010 were presented at the meeting. Total net assets (graph), total current assets (graph), and financial ratios were presented (chart and graphs).

8. Operations: Information on the treatment plant, industrial pretreatment program, wastewater collection system, and administration operations for March 2010 was presented.

9. Mr. Taylor moved to adopt an operating policy to take minutes of board work sessions, whose form will be approved by the board. Motion seconded. Motion passed unanimously [3-0-0].

It was noted by the Board that it is not clear whether board work session minutes are required by law.

10. The Board discussed issues raised at the March 18, 2010 delinquency hearing and determined that no action was required.

Messrs. Woelfle and Siddens rejoined the meeting during the lunch break.

11. Information Transfer:

- District project update
- Development information (quarterly presentation)

12. New Business: Discussion of potential CSI line replacement.

13. Mr. Gatlin moved to adjourn the meeting. Motion seconded. Motion approved unanimously [4-0-0].

Meeting adjourned at 1:09 pm.

These minutes were approved on the 10th day of May, 2010 by an action of the Board of Directors.

/s/ Les Gelvin
Chairman of the Board

/s/ Fred E. Walker
Secretary