



**REGULAR MEETING
of the
BOARD OF DIRECTORS**

MINUTES

Thursday, 5:00 p.m.

June 16, 2011

Called to order at 5:06 p.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. Scott Taylor 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. Scott Taylor, Chairman
Mr. Dennis Gatlin, Vice-Chairman
Mr. Steve Pink, Treasurer
Mr. Ray Piira
Mr. Gordon Woelfle

Staff Present: Mr. Fred Walker, Secretary, General Manager, out at 7:02
Ms. Pat Mathena, Assistant Manager and Controller
Mr. Randy Siddens, District Engineer and Operations Manager,
out at 5:57 pm

District Counsel: Mr. Rick Zier

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

2. Public comment: None
3. Mr. Gatlin moved to reorder the agenda to have the report of the wastewater treatment plant upgrade prior to the action items. Motion seconded. Motion approved unanimously [5-0-0].
4. Mr. Pink moved to approve the minutes of the May 19, 2011 regular meeting as presented. Motion seconded. Minutes approved [5-0-0].
5. Information transfer of the wastewater treatment plant upgrade.

6. Operations: Information on the treatment plant, industrial pretreatment program, wastewater collection system, and administration operations for the preceding month were presented.

Mr. Siddens left the meeting.

7. Renewal status of Environmental Impairment Liability insurance was presented.
8. Reminder to the Board of CRS §24-6-203 was provided.
9. Financial Information:
Presented to the board was information on financial status.
 - Cash and Cash Equivalents as of May 31, 2011;
\$4,584,779.17 Ending Cash, April 30, 2011
233,748.77 May Receipts
-104,409.00 May Cash Disbursements
\$4,714,118.94 Ending Cash, May 31, 2011
 - Details of revenues, including components of cash received monthly, monthly sewer billings and number 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 May 31, 2011.
 - The unaudited financial statements and related graphs for the four months ended April 30, 2011 were presented. Total net assets (graph), total current assets (graph), and financial ratios were presented (chart and graphs).
10. Information Transfer continued:
 - Update of Acquisition of North Mulberry and Cooper Slough Interceptor Easements
 - Open Record Requests
 - District project update:
 - Operation Projects: Included Lands Map; Collection System I&I Reduction; Boxelder Creek Cleaning; Poudre River Bank Restoration
 - Development Projects: Timnath Reservoir Lift Station and Force Main; Anheuser-Busch Industrial Park Service, Cooper Slough Replacement Interceptor, North Mulberry Interceptor; Liberty Farms
 - Articles of Interest
 - a. "Follow These Rules for a Proper Executive Session," SDA News, May 2011.
 - b. "Developer indicted on fraud charges," Robert Allen, *Fort Collins Coloradoan*, June 3, 2011
11. Mr. Woelfle moved to adjourn the meeting. Motion seconded. Motion approved unanimously [5-0-0].

Meeting adjourned at 7:11 pm.

These minutes were approved on the 21st day of July, 2011 by an action of the Board of Directors.

/s/ Scott Taylor
Chairman of the Board

/s/ Fred E. Walker
Secretary