

EAST BOULDER COUNTY WATER DISTRICT

P.O. Box 18641, BOULDER, COLORADO 80308-1641
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Board of Directors Regular Meeting

St. Ambrose Episcopal Church

10 July 2017

Mark Johns called the meeting to order at 4:04 PM. Those in attendance were the board members Bob Champ, Yvonne Gates, Rick Moeller and Bill Hofgard. Mary Wagner (Bookkeeper) and Peter O'Brien (Operations) were also present.

PUBLIC COMMENTS

No members of the public were present.

SECRETARY'S REPORT

The minutes of the 12 June 2017 meeting were discussed. Yvonne Gates made the motion that we approve the minutes of the 12 June 2017 meeting. Bill Hofgard seconded the motion, which was approved unanimously.

REPORTS FROM CONSULTANTS AND COMMITTEES

FINANCE REPORT

Mary Wagner had e-mailed the financial packet to the board (Income & Expenses - annual budget vs. YTD actual, P&L YTD comparison, Income & Expenses by Month, Balance Sheet and the transaction report). Mary also e-mailed the water usage comparison spreadsheet.

Mary noted that the budget is for the most part on track for 2017. She also noted that the state has accepted our audit exemption. Taxes for the most part have been paid. Mark volunteered to call a customer who is tardy paying his water bill.

Mary also went through the rest of the financial statements and the transactions were reviewed and approved by the board.

SYSTEM OPERATIONS REPORT – 06/06/2017 – 07/05/2017

06/06/2017	<ul style="list-style-type: none">• Locate 225 Majestic View Dr• Pump house check 0.92 mg/l free• Collect water sample 7855 Spring Drive and deliver to lab
06/16/2017	<ul style="list-style-type: none">• Pump house check 1.04 mg/l free
06/21/2017	<ul style="list-style-type: none">• Pump house check 1.00 mg/l free• Flush hydrant 281 Ponderosa Drive
06/28/2017	<ul style="list-style-type: none">• Pump house check 0.89 mg/l free
06/30/2017	<ul style="list-style-type: none">• Meter reads• Pumphouse check 0.85 mg/l free
07/05/2017	<ul style="list-style-type: none">• Locate request 509 Spring Dr• Delivered sample bottles/ instruction for Lead and Copper sample collection to 5 home owners• Pumphouse check 1.02 mg/l free• Replaced Colorimeter 6-pack sample bottles

Peter noted that the meters were read by radio at 100%. Also, Peter clarified the 24v DC power supply was to replace an old one used to operate relays.

IT REPORT

Nick will post his report on the website.

UNFINISHED BUSINESS

BILLING SOFTWARE UPDATE

There was some discussion about our billing software and what new software would cost. The software we are using now is adequate for our district, however the code for the program is no longer available. However, we may want to limp along with this existing program, knowing the risks involved, if the new software is exorbitantly expensive. Mary will talk with the new supplier to try to get a definite cost estimate. An alternative solution to the problem may be to have Rick look into having a graduate student, or the like, look into writing a program which we could implement as the billing program. Rick will look into this possible solution.

NEW BUSINESS

No New Business was discussed.

DIRECTORS COMMENTS AND OTHER MATTERS TO COME BEFORE THE BOARD

Mark did note that the church up by Majestic View Drive might be interested in including in the district. They are in our service area.

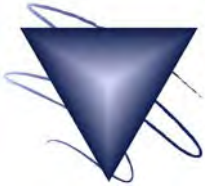
ADJOURN

A motion was made to adjourn by Yvonne Gates, seconded by Mark Johns and unanimously approved. The meeting was adjourned at 5:07 PM.

The secretary respectfully submits the above.

Robert Champ

7/10/2017



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July 10, 2017

Board of Directors
East Boulder County Water District
P.O. Box 18641
Boulder, CO 80308-0641

RE: IT Consultant Status Report for June 12, 2017 Board Meeting

Dear Board:

The following are the activities during this period. Activities performed through July 7, 2017 have been billed to the District.

Action Items

This section identifies any issues that require Board action or decisions. The issue(s) are summarized here, with details in the appropriate section of the report.

None.

General IT Consulting Activities

- 1) Website Maintenance-
 - a) Published the June 12 2017 Meeting Minutes.
 - b) Published the July 10, 2017 Meeting Agenda.
 - c) Published the June 2017 Financials. Noticed May 2017 Financials are not on website and Mary has been contacted.
 - d) Published the link to the 2017 Consumer Confidence Report for the City of Lafayette.
 - e) Published all of the changes associated with the addition of the Infrastructure Equity Fee. This included changes to: Article 7 of the *Rules and Regulations* page; restructuring and adding fees to the Fee Schedule in the Financials page, along with links between various sections of the website to ease referencing; substantial reworking of *Doing Business with Us* section focused on getting water from the District; a reference to the substantial changes were made in the Archives sections relative to changes to the *Rules and Regulations* and the website, itself.
- 2) IT Maintenance
 - a) System Maintenance
 - i) Windows updates.
 - ii) Defragmented disk drive.
 - iii) Updated AVG virus definitions and the computer.
 - iv) Verified Carbonite backups completed.
- 1) Billing Program Issue
Continued review of responses to the requirements and placed follow-up call on a couple of points. Work and what needs to happen next to bring the results to the Board has started.

General Support

- 1) Both telephone extensions were verified operational.

New Issues or Comments

None.

Sincerely,

J. Nicholas Bennett
Principal