East Boulder County Water District

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Board of Directors Regular Meeting

Virtual Meeting Held with Zoom

8 November 2021

Mark Johns (President) called the meeting to order at 4:03 PM. Those in attendance via video were the board members Marsh Lavenue, Catherine Gee, Yvonne Gates and Bob Champ. Mary Wagner (Bookkeeper) was also present. Peter O’Brien (Operations) was absent.

# Public Comments

No members of the public were present.

# Secretary’s Report

The minutes of the 11 October 2021 meeting were discussed. Marsh Lavenue made the motion that we approve the minutes of the 11 October 2021 meeting. Mark Johns 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. The water usage spreadsheet was also e-mailed.

Mary noted that the Boulder Water Well expenses were normal and that she had to get a new hard drive for the lap top computer ($299).

Mary went through the financial statements and the board approved the financial statements and the transactions.

## IT Report

Standard maintenance was done (1.5 hours).

**Operations**

Peter was absent from the meeting and a report was not received.

# Unfinished Business

**Leak at 7580 Skyway Ct.**

The board discussed this problem in detail noting that we should put in place a district policy which would explain how we deal with these accidents, which result in above average usage. After much discussion, Catherine recorded a policy which could be used to deal with such accidental excess use of water claims to alleviate the associated billing cost.

Policy for Adjustments to Water Bill Due to Water Leaks Considerations:

All adjustments are at the board’s discretion.

They must have tried to remediate the leak.

If less than $100 in savings, we do not adjust the bill.

Calculating change to bill:

Bookkeeper:

Step 1. Calculate historical usage for the same months in the last 2 years.

Step 2. Charge for historical usage for the same months in the last 2 years using normal rate chart.

Step 3. Calculate additional water used above historical usage.

Step 4: Charge for additional usage at the Lafayette rate that the district was charged.

Step 5: Repeat for each impacted month.

Step 6: Confirm savings of $100 or greater across all impacted months.

Board:

If greater than $100, bring to board and recommend adjustment. Board communicates savings on water

used above historical usage. We have to cover our costs for that water and we consider your historical

use for the water you used despite of the leak.

Example:

Amount charged during water leak: $790.33

Average Usage in Aug: 57k

Charge at that average usage: $513.39

Difference in usage: 27k

Discounted Rate charged by Lafayette: $7.28/thousand

Adjusted Charge for Additional Use: $80.38

Charge for 27k gallons of “leaked water”: $196.56

New Total Adjusted Bill: $709.95

Same analysis is completed for each month. The total of all adjustments is used to determine that total

adjustment over $100. Bookkeeper recommends board adjust bill.

Catherine Gee made the motion that the board accepts the above policy in dealing with accidental excess water usage. Mark Johns seconded the motion, which passed unanimously.

This policy will be posted on the website. Mary will use this policy in determining the bill reduction for the residence at Skyway Ct.

# New Business

**2022 Budget Hearing**

Mark Johns made the motion that we open the budget hearing. Marsh Lavenue seconded the motion, which passed unanimously.

The budget hearing was noticed in the Daily Camera.

Mary went through the appropriate budget documents. Topics discussed regarding next year’s budget were how much money the board should hold in reserve as a rainy day fund and weather related variables that dominate water usage. It was generally accepted by the board that about $500K should be held in reserve.

Because of the unusually wet spring and an accidental meter misread our water revenue for 2021 was low. This was taken into account in developing the 2022 budget. However, it would be desirable to cover our expenses by our water revenue. This will be discussed during the upcoming water rate hearing next month, which was published in the Daily Camera.

Mark Johns made the motion that we adopt Resolution 2021-B1 which adopts the Water Enterprise Fund Budget and appropriates sums of money for the year 2022. Marsh Lavenue seconded the motion, which passed unanimously.

The necessary documents will be signed and Mary will forward the appropriate documents to the Division of Local Governments.

Mark Johns made the motion that we close the budget hearing. Bob Champ seconded the motion, which passed unanimously.

# Directors Comments and Other Matters to Come Before the Board

It was decided to leave the water restrictions on the web site.

# Adjourn

A motion was made to adjourn by Mark Johns, seconded by Bob Champ and unanimously approved. The meeting was adjourned at 5:34 PM.

The secretary respectfully submits the above.

Robert Champ; 11/8/2021