



EAST BOULDER COUNTY WATER DISTRICT

P.O. Box 18641, BOULDER, COLORADO 80308-1641
303.554.0031 ♦ WWW.EASTBOULDERWATER.COM

Board of Directors Regular Meeting

St. Ambrose Episcopal Church

10 OCTOBER 2011

The meeting was called to order by Mark Johns at 4:05 PM. Those in attendance were the board members (Nick Bennett, Rick Moeller, and Bob Champ) and Water System Operator Peter O'Brien (representative from Boulder Water Well). Dick Winters was also present as a consultant and retiring operator. Greg Dawson (Lawn Barbers) was present to discuss the pump house landscaping maintenance. Mary Wagner (Bookkeeper) was also present. Lynne Deane (Board member) was absent (excused).

PUBLIC COMMENTS

Greg discussed the maintenance of the pump house landscaping. Because the area is mostly native grass with some volunteer native elm trees, minimum maintenance is required. Greg has a 3 man crew that does several properties in the area and will use his discretion as to when to perform his services to keep the property looking proper. He will also remove the slash present behind the pump house. The volunteer elms may be pruned. Greg's fee is \$50 per service and will be more frequent in the spring and less frequent in the summer and fall.

SECRETARY'S REPORT

The minutes of the 12 September 2011 meeting were discussed. Nick Bennett made the motion that we approve the minutes of the 12 September 2011 meeting. Rick Moeller 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 (Balance Sheet, P&L budget vs. actual, P&L YTD comparisons and the transaction report). Mary also e-mailed a Construction Transaction Expenses Report and the usage comparison spreadsheet.

A check to Blanco has been issued for the Paragon Extension. At the request of Terry Kenyon (Engineering) the check will be held until he okays the finality of the project. The project is 90% complete with seeding remaining.

Mary presented the transactions for the month and the transactions were reviewed and approved by the Board.

The budget is on target year to date.

OPERATIONS REPORT (BOULDER WATER WELL – PETER O'BRIEN)

9/12-10/10/11

Date	Service
9/12/11	Obtained software programs from Frank for billing purposes
9/14/11	System checked by Dick Winters
9/18/11	Hydrant at 11 Benchmark. The water was rust colored. Free chlorine prior to flush was 0.49 mg/L; following flush it was 1.04 mg/L
9/21/11	System checked by Dick Winters

- 9/27/11 Met with Don and Nick to prep for meter reading. Downloaded and installed Open Office to facilitate billing on the 30.
- 9/28/11 System checked by Dick Winters
- 9/30/11 Meter reading. There were several failures. The radio at 10 Benchmark was replaced. The radio at Dick Winter's house was not responding but there was not an additional radio with which to replace it.
- 10/4/11 Greased pumps, collected potability sample at 7444 Panorama Drive (free chlorine 0.92 mg/L). Drilled large aluminum lid and mounted radio at master pit.

Peter discussed the meter reading for last month. Two meters were unable to be read because they failed to give a radio signal. Three to four replacement radio-read heads are on order from Kepner. It was suggested that we randomly check two or three meters per month by both radio and physically reading them. Peter will do this. Dick noted that the Booster pump would not start this afternoon. Peter will diagnose and repair the problem. It was suggested that we might want to run the pump for an extended time and in order to do this we would have to look into the effect on the system. Terry will be contacted as to how we would proceed with this if it was thought to be necessary.

WEBSITE

The website was updated with the normal updates. Nick noted that we are reaching our storage capacity and he had to remove some files to keep within our allotted capacity. It may be necessary to purchase more storage capacity in the near future. The cost for this is not known but is believed to be less than \$10/ month.

PARAGON DRIVE EXTENSION

The project is finished except for seeding. Rick's ditch was re-graded to his satisfaction.

UNFINISHED BUSINESS

REMOTE METER READING AND REMOTE MONITORING

The meters were mostly read remotely this month by positioning the receiver on Panorama Drive. At this position 108 meters could be read. Those not being read were located in Benchmark (the receiver had to go to the Benchmark loop to read these meters) and the last property on Ponderosa Drive. This meant that 124 of the 125 users could be read by positioning the antenna in two positions. We are continuing to look for an antenna position that would read the entire district. As it is now, it is thought that meter reading would take about one hour. The billing interface is still not in place.

STATE INSPECTION

Cross Connection Agreements

Nick has written the cover letter that Mark will sign and will be sent to the homeowners in the District. After some discussion and editing a final draft was agreed upon. Nick will get the final draft to Mark who will sign so that Rick can mail to the homeowners in the District. The agreements will be signed by Mark and attested to by Bob when received back. They will then be given to the County Clerk for filing with the properties.

PUMP HOUSE IMPROVEMENTS

We are now waiting for the necessary permits and the final contract for Mark to sign prior to starting the project.

SYSTEM CONNECT FEE

This discussion was tabled until the next meeting.

NEW BUSINESS

2012 PRELIMINARY BUDGET

Mary reviewed the draft budget for 2012. The line items for the Water Enterprise Fund were discussed in detail and several line items were changed. Mary will draft the budget to reflect the changes so that the Water Enterprise Fund Budget can be reviewed and approved during the budget hearing next month.

The Debt Service Fund Budget was then reviewed. Because of the refinancing of the bonds we are able to apply those monies to lower the mill levy. It was decided to carry this balance out for two years so that we could maintain a mill levy of about 17. Mary will do this for the draft Debt Service Fund Budget to be presented during the Budget Hearing next month.

The Long Range Plan was discussed in detail. Because of our discussions with Lafayette we no longer have any capital projects in the Long Term Plan and our future planning has evolved into planning for maintenance and repairs. We have around \$300K allotted for this at present. We will ask our Engineer to give us an estimate as to how much we should budget for this maintenance and repair as the District ages. Because Benchmark is the oldest portion of the infrastructure it was thought it would need the most attention.

Mary will draft the final 2012 Budget for our review at the next regular scheduled meeting on November 12, 2011. The notice will be published appropriately in the Daily Camera and the budget will be on the web site and in Mark's residence for public perusal.

Nick will look at our Water Rate Schedule to ensure that we can attain the appropriate water revenue.

DIRECTORS COMMENTS AND OTHER MATTERS TO COME BEFORE THE BOARD

Nick had a printout of fees that the water District may charge for various events. Discussion of these fees was tabled until the next meeting.

ADJOURN

A motion was made to adjourn by Nick Bennett, seconded by Mark Johns and unanimously approved. The meeting was adjourned at 7:07 PM.

The above is respectfully submitted by the secretary.

Bob Champ, 11 October 2011.

secretary@eastboulderwater.com