



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

JULY 9, 2012

CALL TO ORDER

Mark Johns called the meeting to order at 4:03 PM. Those in attendance were board members Mark Johns, Bob Champ, Rick Moeller, Lynne Deane and Bill Hofgard. Operations consultants Dick Winters and Frank Hauke were present as well as Nick Bennett (IT Consultant), Peter O'Brien (Boulder Water Well Operator), Mary Wagner (Bookkeeper), and Dan Schoomer (Partner, ACM Auditors). No members of the public were present.

AUDIT (PRESENTED OUT OF ORDER)

Dan Schommer of Anton Collins Mitchell LLP (ACM) reviewed the completed 2011 Audit with the Board. He went through individual documents and explained auditing methods and various entries and footnotes. Documents included the Financial Statement and the Audit Wrap Up.

Rick Moeller made a motion and Bob Champ seconded the motion to approve the Audit as presented.

SECRETARY'S REPORT

Bob made a motion to approve the minutes of the June 11, 2012 meeting. Rick seconded the motion and it was approved unanimously.

REPORTS FROM CONSULTANTS AND COMMITTEES

FINANCE REPORT

Mary Wagner had e-mailed the May/June 2011 reports to Board members prior to the meeting. Mary discussed with the Board how to account for required TABOR reserves. She recommended creating a separate line item as part of total operating reserves. Mary will also show an estimate of our Lafayette Water bill in each month's financial report. The Board reviewed and approved these changes and all other transactions.

OPERATIONS

Winters / Hauke status report

- We put in 1.0 hr. monitoring and 3.5 hrs. maintaining the system from June 5, 2012 through July 2, 2012.
- We did an outline fire hydrant at 7214 Spring Court. Color was clear: cl was 0.24 mg/l before flushing then 0.71 mg/l after flushing.
- We checked into a complaint of low water pressure on Panorama Drive. We found no problems at the pump house.
- We drove through the entire district to check for any leaks. We found none.
- We set up a tape on the event recorder that automatically records activation of the 5 hp booster pumps.

Boulder Water Well Report

- 6/29/12 Meter readings, and spoke with Nick Bennett regarding end of July conversion to new database file
- 7/2/12 Collected potability sample 7487 Empire Drive, sample passed
- 7/26/12 Conversion to new database file and testing of system to prepare for 7/31 reading

IT REPORT

Nick e-mailed a summary of work accomplished during the past month. This report will be added to the minutes during posting on the web site.

UNFINISHED BUSINESS

REMOTE METER READING

Nick and Pete will do a test run of the AutoRead software the 3rd or 4th week of July. If all goes well the AutoRead and billing software interface will be complete and ready for the end of July meter reading.

MAINTENANCE AGREEMENT

Sensus billing contact had responded to Mark's email and said she had given the District a credit. Mark will ask for a clarification.

CROSS CONNECTION AGREEMENTS

One additional signed agreement was received this month and three are still outstanding. Mark will try to reach the homeowners by phone. Nick will confirm all documents have been scanned and then Mark will take the 127 completed Agreements to the County of Boulder for recording. The fee will be \$11 per agreement.

NEW BUSINESS

QUESTION BILLING – 7780 SPRING DRIVE

Homeowners at 7780 Spring Drive questioned their bill of \$428 for 66,000 gallons used, which is considerably higher than their normal use. There was a leak at one of their exterior faucets and they have requested an adjustment. The Board discussed options and decided to charge the normal rate of \$1.6947/thousand for the first 30,000 gallons used and \$4.11/thousand for the remaining 36,000 gallons.

INSURANCE ENDORSEMENT CHANGE

We received a letter from the insurance company notifying us of a change of endorsement increasing the coverage for payroll to \$11,500.

FREE WATER AUDIT

City of Lafayette is offering free residential water system inspections and will make suggestions for ways to reduce water consumption. The Board decided not to pass along the information to our customers.

DISTRICT JACKETS

Rick received the water district jacket he ordered for Bill Hofgard and suggested we order additional monogrammed items for Board members. The discussion was continued to the August Board meeting.

POLICY FOR PAST DUE ACCOUNTS

The Board discussed the need for a policy covering the treatment of past due accounts. Several options were reviewed. Mary will look for typical letters the Board has sent in the past and Board members will consider the options during the next month's meeting. The discussion was continued to the August Board meeting.

ADJOURNMENT

A motion was made to adjourn by Rick seconded by Bob and unanimously approved. The meeting was adjourned at 6:02 PM.

Respectfully submitted by acting Secretary.

Lynne Deane,

August 3, 2012.