

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

13 JANUARY 2014

Rick Moeller called the meeting to order at 4:03 PM. Those in attendance were the board members (Lynne Deane, Bill Hofgard and Bob Champ). Peter O'Brien (Boulder Water Well Operator) and Mary Wagner (Bookkeeper) were also present. Mark Johns arrived later in the meeting.

PUBLIC COMMENTS

No members of the public were present.

SECRETARY'S REPORT

The minutes of the 9 December 2013 meeting were discussed. Bill Hofgard made the motion that we approve the minutes of the 9 December 2013 meeting. Bob Champ 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, Monthly income and expense comparisons and the transaction report). Mary also e-mailed the water usage comparison spreadsheet.

Mary reviewed the financial statements and the transactions, which the board approved.

Mary noted that we were within budget for the year with income at about 95% of budget and expenses at about 91% of budget. The Lafayette water bill has not been received. The water rates were mailed in the recent billing. The 2014 Budget was filed with the DLC and accepted by them. The Transparency Notice was published on the website and the Special District Association website.

WATER SYSTEM OPERATIONS REPORT 12/6/13 TO 1/9/14

12/9/13

- Board meeting

12/11/13

- Pump house check
- 0.28 mg/l outgoing, 0.78 mg/l incoming
- Added chlorine to 100K gallon tank

12/18/13

- Pump house check, 0.85 mg/l outgoing, 0.92 incoming
- Flush hydrant at 281 Ponderosa
- 0.04 mg/l with very little rust to start
- 0.50 mg/l after 15 minute flush

12/19/13

- Locate 7225 Spring Drive

12/24/13 (Dustin)

- Pump house check - 0.9 outgoing, 1.0 incoming

12/31/13

- Meter Read
- Pump house check 0.58 outgoing, 0.64 incoming

1/2/14

- Locate 6 Benchmark
- Verify meter read 998 gallons at 7249 Spring, still read 0 because it has not reached 1000 yet

1/6/14

- Pump house check, 0.60 mg/l free
- Locate 512 Ponderosa

1/8/14

- Pump house check, 0.53 mg/l outgoing, 0.98 mg/l incoming
- Sample 7444 Panorama e. coli sample

Spoke with Doug Short and Ed Zimmerman with Lafayette water treatment. Ed said Lafayette is currently working with engineers to do a chlorine boost station that will cover EBCWD. Expect several months for anything to be done.

Peter noted that Lafayette did see higher levels of trihalomethanes when chlorine was increased and thereby lowered the level. Peter will also schedule the maintenance of the Gen Set.

IT REPORT

Nick's report will be attached to the minutes during the website posting.

UNFINISHED BUSINESS

INDIVIDUAL PROPERTY SERVICE LINES

Terry Kenyon is writing the specification and will forward to us upon completion.

PANORAMA/SKYWAY OUT OF WATER

The cause of this condition has been identified and because of the high cost of possible fixes and the low possibility of the occurrence, we have decided to live with the problem.

NEW BUSINESS

DESIGNATION OF AGENDA POSTING LOCATIONS

Mark Johns made the motion that we continue posting the agenda at the pump house and on the website. Bill Hofgard seconded the motion, which was approved unanimously.

APPOINTMENT OF DESIGNATED ELECTION OFFICIAL

Three director positions are up for reelection this year. We must appoint an election official to monitor the key checkpoints of the election process. Rick has handled this position in previous years and agreed to be the election official this year.

Mark Johns made the motion that we pass Resolution 2014-1 appointing Rick Moeller as the designated election official for the East Boulder County Water District for the 2014 election. Lynne Deane seconded the motion, which was passed unanimously.

Rick will monitor the election process and inform us of the key duties and dates.

AUDIT EXEMPTION

Mark has talked to our auditor regarding whether we should have a full audit or go with an audit exemption for the upcoming year. He thought that the exemption was sufficient. This is much less expensive (\$500 vs. \$5000) and because the district is so small, it was decided that we could go with the exemption.

Lynne Deane made the motion that the district does an audit exemption this year. Bob Champ seconded the motion, which passed unanimously.

Mary will get the necessary paperwork together and forward to our auditor so that we can get the exemption.

DIRECTORS COMMENTS AND OTHER MATTERS TO COME BEFORE THE BOARD

Mary gave Mark the contact numbers for accounts delinquent for more than one year so that he might contact them.

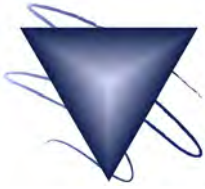
ADJOURN

A motion was made to adjourn by Lynne Deane, seconded by Rick Moeller and unanimously approved. The meeting was adjourned at 5:07 PM.

The secretary respectfully submits the above.

Robert Champ

secretary@eastboulderwater.com



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January 13, 2014

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

RE: *IT Consultant Status Report for January 13, 2014 Board Meeting*

Dear Board:

The following are the activities during this period. Activities performed through January 10, 2013 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.

- 1) No issues identified.

General IT Consulting Activities

- 1) Website Maintenance
 - a) Published the January 13, 2014 Regular Meeting Agenda.
 - b) Published the November 2013 Financials.
 - c) Published the December 9, 2013 Meeting Minutes.
 - d) Completed establishing the 2013 Archives and preparing the website for 2014 information.
 - e) Published updated Transparency Notice information.
- 2) Website Summary Statistics for December 2013:

Summary					
Reported period	Month Dec 2013				
First visit	01 Dec 2013 - 00:40				
Last visit	31 Dec 2013 - 23:56				
	Unique visitors	Number of visits	Pages	Hits	Bandwidth
Viewed traffic *	835	5253 (6.29 visits/visitor)	6043 (1.15 Pages/Visit)	6263 (1.19 Hits/Visit)	1.02 GB (203.6 KB/Visit)
Not viewed traffic *			11968	12151	437.57 MB

* Not viewed traffic includes traffic generated by robots, worms, or replies with special HTTP status codes.

- 3) IT Maintenance
 - a) Computer System Updates
 - i) Due to the archive preparation and a number of other issues being worked, no system maintenance was performed this period.
 - b) Researched the specific Dell Laptop battery, as the reviews for the various "compatible" batteries were not good. A Dell battery will be acquired.

Operational Support

- 1) Attended the December 2013 Board Meeting to discuss the water rate calculations and obtain direction for the generation of 2014 Water Rates.
- 2) The 2014 Water Rate Calculator and Water Rate Announcement Letter were prepared and sent to Mary to include in the December billing.

General Support

- 1) No activities this period.

New Issues or Comments

- 1) None.

Sincerely,

J. Nicholas Bennett
Principal