

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

12 June 2017

Yvonne Gates called the meeting to order at 4:08 PM. Those in attendance were the board members Bob Champ and Bill Hofgard. Mary Wagner (Bookkeeper) and Nick Bennett (IT consultant) were also present. Mark Johns (President) and Rick Moeller (Director) were absent (excused).

PUBLIC COMMENTS

No members of the public were present.

SECRETARY'S REPORT

The minutes of the 8 May 2017 meeting were discussed. Bill Hofgard made the motion that we approve the minutes of the 8 May 2017 meeting. Yvonne Gates 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 went through the status of our finances and the tax payments.

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

SYSTEM OPERATIONS REPORT – 05/04/2017 – 06/08/2017

05/04/2017	<ul style="list-style-type: none">▪ Pump house check 0.89mg/l free▪ Potability sample Barcelona and Paragon Drive, deliver to lab
05/12/2017	<ul style="list-style-type: none">▪ Pump house check 0.83mg/l free▪ Locate at 7534 Skyway Court
05/17/2017	<ul style="list-style-type: none">▪ Pump house check 0.80mg/l free
05/18/2017	<ul style="list-style-type: none">▪ Installed new power supply
05/24/2017	<ul style="list-style-type: none">▪ Pump house check 0.70mg/l free▪ Flush hydrant at 7225 Empire Drive 0.31 mg/l free▪ Flush hydrant at 292 Paragon Drive 0.68mg/l free
05/25/2017	<ul style="list-style-type: none">▪ Locate at 7425 Empire Dr▪ Locate at 7855 Spring Dr
05/31/2017	<ul style="list-style-type: none">▪ Pump house check 0.86mg/l free▪ Meter reads, it appears that someone ran over the meter pit at 509 Spring Dr. There is damage to the Bonnet, the radio also is not reading. I marked the meter pit with paint and locate flag
06/06/2017	<ul style="list-style-type: none">▪ Locate at 225 Majestic View▪ Pump house check 0.93 mg/l free

Peter was absent for the meeting so Yvonne read his report. There were still questions about the 24-v DC power supply. There was some question about who has responsibility for the payment of the meter bonnet. Nick thought that according to the *Rules and Regulations* that the responsibility was with the homeowner.

IT REPORT

Nick went through his report and will post it on the website. Nick also has some re wording on the a few places from Rick. It was decided that Nick will go ahead with the rewording on the web site and the alterations all seem to be minor and can easily be changed after the fact.

UNFINISHED BUSINESS

BILLING SOFTWARE UPDATE

Nick is finalizing the work with White Mtn. Tech. regarding the billing program. None of the pricing has been finalized, but this should be accomplished in the next couple of months.

NEW BUSINESS

CONSUMER CONFIDENCE REPORT

Nick noted that the Consumer Confidence Report is on the website. Lafayette's CCR has not been posted yet.

DIRECTORS COMMENTS AND OTHER MATTERS TO COME BEFORE THE BOARD

Mark noted in an e-mail sent prior to the meeting that a homeowner on Paragon Drive may be interested in including in the District.

Mark also noted via e-mail prior to the meeting that our legal consultants are providing us with what is necessary for us to do in order to amend the Rules and Regulations.

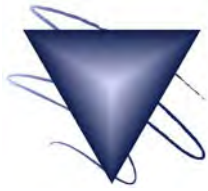
ADJOURN

A motion was made to adjourn by Bill Hofgard, seconded by Yvonne Gates and unanimously approved. The meeting was adjourned at 4:30 PM.

The secretary respectfully submits the above.

Robert Champ

6/12/2017



JNB Services, LLC

P.O. Box 21496 ♦ BOULDER, COLORADO ♦ 80308-4496
303.324.2734 ♦ J.NICHOLAS.BENNETT@JNB-SERVICES.COM

June 12, 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 June 9, 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 May 8, 2017 Meeting Minutes.
 - b) Published the June 12, 2017 Meeting Agenda.
 - c) Published the April 2017 Financials.
 - d) Published the 2017 Consumer Confidence Report (i.e., Water Quality Report) for the District. The City of Lafayette's version has not yet been found so that a link to it may be included.
- 2) IT Maintenance
 - a) System Maintenance
 - i) Windows updates.
 - ii) Defragmented disk drive.
 - iii) Updated AVG virus definitions and the computer.
 - iv) Rebuild the Administrator user profile on system.
 - v) Verified Carbonite backups completed.
- 1) Billing Program Issue

There was a good resumption on this project this reporting period.

 - a) White Mountain Technology responded to the District's requirements. Those responses have been reviewed.
 - b) A meeting was held with the President of White Mountain to go through the requirements, obtain some clarifications and determine follow-up issues, including more details on pricing options.

To date, nothing has been identified that would appear to be a stopper in continuing to investigate this solution.

General Support

- 1) Both telephone extensions were verified operational.

New Issues or Comments

None.

Sincerely,

J. Nicholas Bennett
Principal