



EAST BOULDER COUNTY WATER DISTRICT

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Board of Directors Regular Meeting

St. Ambrose Episcopal Church

9 October 2017

Mark Johns called the meeting to order at 4:04 PM. Those in attendance were the board members Bob Champ, Yvonne Gates and Bill Hofgard. Mary Wagner (Bookkeeper) was also present. Rick Moeller (Director) was absent (excused).

PUBLIC COMMENTS

No members of the public were present.

SECRETARY'S REPORT

The minutes of the 11 September 2017 meeting were discussed. Yvonne Gates made the motion that we approve the minutes of the 11 September 2017 meeting. Bill Hofgard 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.

We are on Budget for the first $\frac{3}{4}$ of the year except for maintenance and IT Consultant. .

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

SYSTEM OPERATIONS REPORT – 09/11/2017 – 10/04/2017

09/13/2017	<ul style="list-style-type: none">Pump house check 0.99 mg/l freePick up and install lock box on pump house, called Rocky Mountain Fire and gave them the Code
09/14/2017	<ul style="list-style-type: none">Get RMA, package and ship Yaskawa drive back to factory for repairs
09/20/2017	<ul style="list-style-type: none">Order and pick up battery for generatorContact Xcel to request power outage reportWork with City of Lafayette to repair hydrant at 7555 Spring Drive, seat was stuck. They used a hydraulic impact tool to remove the seat, replace seat assembly, lubricated and flushed
09/27/2017	<ul style="list-style-type: none">Pump house check 0.57 mg / L freeLocate 7557 Spring DriveInstall new battery in generatorMeter read at 7831 Spring Drive 2781
09/29/2017	<ul style="list-style-type: none">Meter readTwo manual reads, 7553 Skyway and 7531 Spring DriveMeet Jim Wilson w/Yaskawa to review Drive installationContact Xcel and request outage report (2nd request) advised it may take up to 10 days it's only been 9Got information on filing a claimOrdered a new seat assembly to replace Lafayette stock
10/03/2017	<ul style="list-style-type: none">Collect water sample at 881 spring dr, deliver to lab

10/04/2017	▪ Pump house check 0.69mg/l free
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Peter was absent from the meeting so the report input was not received. However, Mark noted the problems that were incurred with a power surge that caused problems with the variable frequency drive. Peter is going to talk to our engineer about preventing this sort of problem in the future.

Also, Mark noted that two fire hydrant valves had to be repaired for leakage. This involved an expense for Mike's Backhoe.

IT REPORT

Nick's report was received and will be posted on the website.

UNFINISHED BUSINESS

BILLING SOFTWARE UPDATE

Mary is going to investigate what other small districts are using as a billing program to see if this might be a more viable and less expensive alternative for us.

ROCK CREEK CHURCH INCLUSION

The possible inclusion of the church was discussed. It was decided that in order to give them a ballpark figure for inclusion we should determine an appropriate Infrastructure Equity Fee (IFE). It was decided that the average homeowner's taxes for the years from 2012 until the retirement of the bonds would be equitable.

Yvonne Gates made the motion that this particular inclusion (Church not paying Property Taxes) should be responsible for an IFE amounting to the average homeowner taxes for the years 2012 to bond retirement in 2020. They would also be responsible for the normal tap fees, reimbursement costs and any special annual expenses associated with this property. Bill Hofgard seconded the motion, which passed unanimously.

NEW BUSINESS

FIRST READING OF THE BUDGET FOR 2018

Mary Wagner (Budget Officer) went through the first reading of the budget. Some changes to a few line items were made. Mary will make the changes and e-mail the budget to the board for review prior to the Budget Hearing at the regular meeting in November.

REVIEW OF OUR INSURANCE POLICY

Mary had an insurance form that needed to be filled out. This provoked a discussion as to our coverage and what would happen in the event of a catastrophic event. We decided to get Peter to review our coverage limits for accuracy and Mark will talk to the insurance agent regarding coverage costs. Yvonne will look into building cost replacement.

INCLUSION HEARING FOR 841 PARAGON DRIVE

Yvonne Gates made the motion that we open the inclusion hearing for 841 Paragon Drive. Bill Hofgard seconded the motion, which passed unanimously.

Because this property is in the Service Area and the main is at the property line there was no reason the board could see for not including this property.

Yvonne Gates made the motion that we include this property, which would be responsible for all the fees spelled out in the Rules and Regulations (e.g. IEF, tap fee, etc.). Bill Hofgard seconded the motion, which passed unanimously.

Yvonne Gates made the motion that we close the inclusion hearing. Bill Hofgard seconded the motion, which passed unanimously.

DIRECTORS COMMENTS AND OTHER MATTERS TO COME BEFORE THE BOARD

No comments were noted.

ADJOURN

A motion was made to adjourn by Yvonne Gates, seconded by Bill Hofgard and unanimously approved. The meeting was adjourned at 5:30 PM.

The secretary respectfully submits the above.

Robert Champ

10/9/2017