

EAST BOULDER COUNTY WATER DISTRICT

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

Board of Directors Regular and Budget Hearing Meeting

St. Ambrose Episcopal Church

13 November 2017

Mark Johns called the meeting to order at 4:01 PM. Those in attendance were the board members Bob Champ, Yvonne Gates, Rick Moeller and Bill Hofgard. Mary Wagner (Bookkeeper) and Peter O'Brien (Operations) were also present.

PUBLIC COMMENTS

No members of the public were present.

SECRETARY'S REPORT

The minutes of the 9 October 2017 meeting were discussed. Bill Hofgard made the motion that we approve the minutes of the 9 October 2017 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 (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.

The bond payment (interest and principal) will be made on the 27th of November.

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

SYSTEM OPERATIONS REPORT – 10/05/2017 – 11/08/2017

10/11/2017	<ul style="list-style-type: none"> ▪ Pump house check ▪ Rework landscaping at 7555 Spring Dr. from hydrant repair
10/17/2017	<ul style="list-style-type: none"> ▪ Installed valve extensions at intersection of Apollo and Empire, and cycled 5 valves ▪ Pump house check
10/25/2017	<ul style="list-style-type: none"> ▪ Pump house check 0.71mg/l free, update pump hours log ▪ Meet with H&M mechanical assist with Diagnostics on heat pump
10/27/2017	<ul style="list-style-type: none"> ▪ Locate 777 Skyway
10/31/2017	<ul style="list-style-type: none"> ▪ Pump house check 0.76mg/l free ▪ Meter reads ▪ Installed new meter 7553 Skyway Ct.
11/06/2017	<ul style="list-style-type: none"> ▪ Install Yaskawa drive, called Rocky Mountain Fire Department and notified them system was up and running ▪ Pump house check 0.74mg/l free
11/08/2017	<ul style="list-style-type: none"> ▪ Collect sample 510 Ponderosa Dr. and deliver to lab ▪ Pump house check 0.76mg/l free

Peter went through his report, embellishing some of the key points and noting that some of the event dates were not accurate. However, all the work noted above was accomplished. Peter is still in the process of protecting the District Pump House from experiencing power surges, such as the one on 9/2/2017 that caused damage to the Variable Frequency Drive and the emergency pump. Peter also thought that we could submit a claim to Public Service to recoup some of the monetary damage.

IT REPORT

Nick's report was not received, but will be posted on the website.

UNFINISHED BUSINESS

ROCK CREEK CHURCH INCLUSION

Mary is in the process of calculating the Infrastructure Equity Fee for the church so that they can determine if they wish to pursue the inclusion. This fee would amount to what the average customer in the district payed in taxes for the years 2012 through 2017. Mary will have to find out the number of properties in the district for each of these years, so that the fee amount can be calculated. Peter also reminded us that backflow prevention and testing would also be included in fees to be paid. A rough estimate of the IEF would be on the order of \$7,800.

NEW BUSINESS

BUDGET HEARING FOR 2018

Yvonne Gates made the motion that we open the Budget Hearing. Bill Hofgard seconded the motion, which passed unanimously.

The Budget Hearing was noticed in the Daily Camera on 12 October 2017. The 2017 Budget documents had been e-mailed to the board by Mary prior to the meeting. Mary went though the budget documents. She also noted that the assessment for the district might change but that it is allowed for in the wording of our resolution.

Rick Moeller made the motion that we adopt Resolution 2017-B1 which adopts the Water Enterprise Fund Budget and the Debt Service Fund Budget and appropriates sums of money for these funds for the year 2018. Yvonne Gates seconded the motion, which passed unanimously.

Yvonne Gates made the motion that we approve the Resolution 2017-B2 to certify the mill levy at 16.505 mills for the year 2018, noting that the assessed valuation may be altered affecting the final levy. Mark Johns seconded the motion, which passed unanimously.

Yvonne Gates made the motion that we adopt the budget message for the Water Enterprise Fund and the Debt Service Fund for 2018. Mark Johns seconded the motion, which passed unanimously.

The necessary documents will be signed and Mary will forward the appropriate documents to the Division of Local Governments and the County Assessor.

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

REVIEW OF OUR INSURANCE POLICY

Bill Hofgard brought up the point that we still had to come up with a replacement cost for the Pump House for our insurance policy.

DIRECTORS COMMENTS AND OTHER MATTERS TO COME BEFORE THE BOARD

Mark noted that he intended to attend an SDA Webinar.

Rick will again plan the pre-Xmas December meeting.

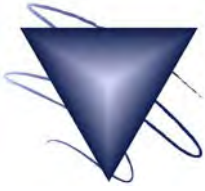
ADJOURN

A motion was made to adjourn by Rick Moeller, seconded by Yvonne Gates and unanimously approved. The meeting was adjourned at 5:10 PM.

The secretary respectfully submits the above.

Robert Champ

11/13/2017



JNB Services, LLC

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

November 13, 2017

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

RE: IT Consultant Status Report for November 13, 2017 Board Meeting

Dear Board:

The following are the activities during this period. Activities performed through November 10, 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 October 9, 2017 Meeting Minutes.
 - b) Published draft 2018 Budget documents for review.
 - c) Published the November 13, 2017 Meeting Agenda.
- 2) IT Maintenance
 - a) System Maintenance
 - i) Windows updates.
 - ii) Defragmented disk drive.
 - iii) Updated AVG virus definitions and the computer.
 - iv) Verified Carbonite backups completed.

General Support

- 1) Both telephone extensions were verified operational.

New Issues or Comments

None.

Sincerely,

J. Nicholas Bennett
Principal