



EAST BOULDER COUNTY WATER DISTRICT

P.O. BOX 18641, BOULDER, COLORADO 80308-1641
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Board of Directors Regular Meeting

St. Ambrose Episcopal Church

12 March 2018

Mark Johns called the meeting to order at 4:06 PM. Those in attendance were the board members Bob Champ, Rick Moeller, Yvonne Gates and Bill Hofgard. Mary Wagner (Bookkeeper) was also present. Nick Bennett (IT consultant) was also present for the meeting.

PUBLIC COMMENTS

No members of the public were present.

SECRETARY'S REPORT

The minutes of the 12 February 2018 meeting were discussed. Bill Hofgard made the motion that we approve the minutes of the 12 February 2018 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 (Balance Sheet, Income & Expenses-Annual budget vs. YTD actual, Year to Year Comparison and the transaction report). The water usage spreadsheet was also e-mailed.

The bill from Lafayette was \$3345 for the last month. Mary also sent to the state the updated map of the district with the new inclusions.

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

SYSTEM OPERATIONS REPORT – 2/12/2018 – 3/12/2018

02/12/2018	▪ Locate 7413 Spring Dr.
02/16/2018	▪ Pump house check 0.71 mg/l free.
02/21/2018	▪ Pump house check 0.65mg/l free.
02/26/2018	▪ Locate 7413 Spring Dr.
02/28/2018	▪ Pump house check 0.83mg/l free. ▪ Meter reads.
03/06/2018	▪ Pump house check 0.63mg/l free.
03/08/2018	▪ Pump house check 1.00 mg/l free. ▪ Locate 7210 Empire Dr.

Peter was not present for the meeting.

IT REPORT

Nick's report was received, and he reviewed it for the Board. He will post the report on the website.

UNFINISHED BUSINESS

BILLING SOFTWARE

Nick again summarized the status of the project. The proposed contract revisions have been submitted and we are waiting for the reply.

UPDATE ON SURGE PROTECTION FOR PUMP HOUSE

Peter was not present so there was no update.

NEW BUSINESS

ELECTION UPDATE

No new nomination forms were received, so Mark and Rick were named for the two board positions for the next four years and the election will be canceled. The notice of cancellation will be published in the Camera on 3/13/2018 and the appropriate forms cancelling the election will be supplied to the state. Oaths of office will be administered to Rick and Mark at the May meeting.

AUDIT EXEMPTION

Mary had the finalized paper work for the audit exemption, which was signed by the board and will be submitted to the state.

Rick Moeller made the motion that we approve the request for the exemption from an audit. Bill Hofgard seconded the motion, which was approved unanimously.

INCLUSION HEARING FOR 635 PARAGON DRIVE

Yvonne Gates made the motion that we open the inclusion hearing for 635 Paragon Drive. Bill Hofgard seconded the motion, which passed unanimously.

This property is located within the EBCWD Service Area. The water main is across Paragon Drive so access will require boring under the road. There were no reasons identified why this inclusion should not go forward.

Bill Hofgard made the motion that we approve the inclusion of 635 Paragon Drive into the East Boulder County Water District. Yvonne Gates 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.

The Board order of inclusion will be signed, and the necessary fees will be collected, and the order submitted to the court for finalization.

DIRECTORS COMMENTS AND OTHER MATTERS TO COME BEFORE THE BOARD

Mary noted that the property at 7210 Empire Drive had been sold.

Mary also had some paper work to be signed for Workers Compensation regarding Mike's Backhoe.

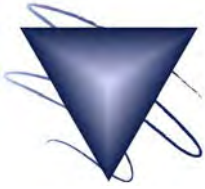
ADJOURN

A motion was made to adjourn by Rick Moeller, seconded by Bill Hofgard and unanimously approved. The meeting was adjourned at 4:45 PM.

The secretary respectfully submits the above.

Robert Champ

3/12/2018



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March 12, 2018

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

RE: IT Consultant Status Report for March 12, 2017 Board Meeting

Dear Board:

The following are the activities during this period. Activities performed through March 9, 2018 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 February 12, 2018 Meeting Minutes.
 - b) Published the March 12, 2018 Meeting Agenda.
- 2) IT Maintenance
 - a) System Maintenance
 - i) Windows updates.
 - ii) Updated AVG virus definitions and scanned the computer. No viruses found.
 - iii) Verified Carbonite backups completed.
 - b) E-mail Maintenance

The next step is the migration of e-mail to Hostway servers from Intermedia servers. We have been notified that migration will start on March 20, 2018. There will have to be some control file changes after the migration and some changes to email clients on your individual computers. More information will be provided prior to the migration.

General Support

- 1) New Billing System

Draft of a proposed contract with White Mountain Technology & Consulting was received and suggested changes made and returned to WMTC to start the negotiations.
- 2) More details have been added to the Statement of Work project activities, providing the necessary details to facilitate implementation.

New Issues or Comments

None.

Sincerely,

J. Nicholas Bennett
Principal