



EAST BOULDER COUNTY WATER DISTRICT

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

Virtual Meeting Held with Zoom

11 May 2020

This meeting was held via videoconference due to the coronavirus.

Mark Johns (President) called the meeting to order at 4:00 PM. Those in attendance via video were the board members Rick Moeller, Yvonne Gates, Marsh Lavenue and Bob Champ. Mary Wagner (Bookkeeper) and Nick Bennett (IT consultant) were also present.

PUBLIC COMMENTS

No members of the public were present.

SECRETARY'S REPORT

The minutes of the 13 April 2020 meeting were discussed. Mark Johns made the motion that we approve the minutes of the 13 April 2020 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. The water usage spreadsheet was also e-mailed.

Mary went through the financial statements, noting that the bond payment would be transferred to Colotrust and paid at the end of the month. Two meters are still not remotely reading and Peter will check the radio mechanism on these meters.

The board approved the financial statements and the transactions.

SYSTEM OPERATIONS REPORT – 4/13/2020-5/11/2020

4/15/20	<ul style="list-style-type: none">▪ Pump House check 0.95mg/l free.▪ Program generator to exercise every Wednesday at 9AM.▪ Account #32 research readings for last three months.▪ Look for leaks at the meter, there were none, discuss with Mr. Anderson.▪ Locate 1027 Paragon Dr.
4/20/2020	<ul style="list-style-type: none">▪ Cycle 60 valves, document repairs as needed.
4/23/2020	<ul style="list-style-type: none">▪ Locate Bridge- 295 feet south of intersection @ Empire and Spring.▪ Locate 7387 Panorama Dr
5/04/2020	<ul style="list-style-type: none">▪ Dustin Locate 509 Spring Dr.
5/06/2020	<ul style="list-style-type: none">▪ Pump House check 1.05 mg/l free.

IT REPORT

Nick's report will be posted on the website. Nick has redone the letterhead including Marsh Lavenue replacing Bill Hofgard as director. Marsh will now be identified as Director 1 on the website for contact purposes.

Nick is still in the process of purchasing a compatible laptop computer for district use.

UNFINISHED BUSINESS

BILLING SOFTWARE ESCROW

Nick had e-mailed to the board a draft of the escrow agreement for review. The board should review the document prior to the next board meeting so that a final draft can be obtained that can be forwarded to White Mountain.

NEW BUSINESS

EXTENDED MOELLER EXTENSION AGREEMENT

The board had the most recent copy of the agreement for review. Rick had many questions and concerns related to the wording of the document. He agreed to give these questions and concerns to Yvonne who will contact our attorney in order to clarify and address Rick's concerns.

SWEARING IN OF BOARD MEMBERS

Mark Johns swore in the three newly elected board members. The oaths of office will be e-mailed to Mary Wagner so that she can appropriately file them with the county clerk and the Division of Local Government.

CCR REPORT

Mary noted that there were violations noted in the Lafayette CCR that will have to be fixed before being included in our CCR. Yvonne will work to get this accomplished prior to our publishing the CCR.

DIRECTORS COMMENTS AND OTHER MATTERS TO COME BEFORE THE BOARD

Rick had some questions regarding whether a minimum water pressure for connecting to a residence in the District was noted in the Rules and Regulations. Nick said that this was not specified in the R&Rs. However, it was noted that our engineer and operator felt that 40-psi was necessary to adequately service a residence.

ADJOURN

A motion was made to adjourn by Marsh Lavenue, seconded by Yvonne Gates and unanimously approved. The meeting was adjourned at 5:20 PM.

The secretary respectfully submits the above.

Robert Champ

5/11/2020



JNB Services, LLC

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May 10, 2020

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

RE: IT Consultant Status Report for May 11, 2020 Board Meeting

Dear Board:

The following are the activities during this period. Activities performed through May 8, 2020 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. None.

General IT Consulting Activities

1. Website Maintenance
 - a. Published the April 13, 2020 Meeting Minutes.
 - b. Published the April 2020 Financials.
 - c. Published the May 11, 2020 Meeting Agenda.
 - d. Updated the News Alerts on the Home page for the virtual meeting that will be held on May 11, 2020.
2. IT Maintenance
 - a. System Maintenance
 1. No additional Windows 7 updates are available.
 2. AVG virus scan was updated and system scanned.
 3. Disk space was analyzed, and extraneous files deleted and hard disk defragmented.

General Support

1. New Billing System

The Escrow Agreement document major content has been created. Additional information will be added for further review following Board-feedback.

Requested WMTC to include last payment on the invoices (i.e., water bills) since we do not send out Statements showing the status of all invoices for each customer.

2. Letter Head Changes

With the election being cancelled, there were several board-member changes that required changes to the District's letterhead. Bill Hofgard was removed and Marsh Lavenue was added. The Contact Us page on the website was also updated for members and their term, as well as the district email address assigned. Instructions for using District email from a mail client were sent to Marsh.

New Issues or Comments

1. Microsoft has implemented End-of-Life for Windows 7 on January 14, 2020.
Continued with some research on Dell Laptops over the month. At the present time, no system is at the desired price point.

Sincerely,

J. Nicholas Bennett
Principal