



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

9 JUNE 2014

Mark Johns called the meeting to order at 4:00 PM. Those in attendance were the board members Bill Hofgard, Lynne Deane and Bob Champ). Mary Wagner (Bookkeeper) and Peter O'Brien (Boulder Water Well Operator) were also present. Rick Moeller (Board member) was absent (excused).

PUBLIC COMMENTS

No members of the public were present.

SECRETARY'S REPORT

The minutes of the 12 May 2014 meeting were discussed. Mark Johns noted that the Feuer Property had been erroneously billed as a water user when, in fact, they were really on standby until recently. Mary made the adjustment on the bill and the May minutes were amended. Bill Hofgard made the motion that we approve the minutes of the 12 May 2014 meeting, as amended. Lynne Deane 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 & Expense by month, P&L YTD comparison, Income & Expenses annual budget vs. YTD actual and the transaction report). Mary also e-mailed the water usage comparison spreadsheet.

The financial statements and the transactions were reviewed and the board approved the transactions.

The UMB fee is an annual fee for the handling of the bonds (\$200). The water usage for the month was 1517K gallons not 1715K gallons as noted on the spreadsheet. The audit exemption was approved by the state.

OPERATIONS REPORT—5/10/14 TO 6/8/14

- 5/12/14 ▪ Board Meeting
- 5/13/14 ▪ Installed and programmed MXU at 766 Spring Drive
- Meter had been installed by Mike Backhoe in August, 2013
- 5/14/14 ▪ Pump house chlorine check 0.79 mg/l
- Note: generator started due to low voltage on 5-13-14 at 22:42
- Work on MXU work sheet report. MXU type should be "C"—changed from "B". Tested with handheld—report looks good
- 5/21/14 ▪ 7225 Empire flush hydrant. Chlorine was 0.03 mg/l initial 7 seconds rust color then clear. Chlorine was 0.31 mg/l after 15 minute flush
- Pump house chlorine check was 0.80 mg/l
- 5/28/14 ▪ Pump house chlorine check was 0.70 mg/l outgoing
- Cleaned floors in pump house, start recorder (data: pump 1, pump 2, both pumps, fill)
- 5/30/14 ▪ Meter reads, 100% read, slow (rain)
- 6/4/14 ▪ Pump house chlorine check was 0.77 mg/l
- Ecoli sample 7345 Spring Dr. Chlorine was 0.79 mg/l

Mary noted that one of the newly purchased meters might read in 1-gallon increments not 1K-gallon increments. Peter will check. Peter will also check a customer's meter that may have a possible leak.

IT REPORT

Nick's report was reviewed and will be attached to the minutes during the website posting.

UNFINISHED BUSINESS

CONSUMER CONFIDENCE REPORT

Lynne Deane noted that the CCR has been completed and is on the website. The one click web address will be noted on the upcoming customer billing.

OATHS OF OFFICE FOR BOARD MEMBERS

Mary also noted that she was having trouble up loading the oaths of office to the appropriate state department. She will contact them to see what she has to do. Also, the 2012 oaths of office for Bob Champ and Bill Hofgard were never received by the state. These oaths will be provided with the other oaths.

NEW BUSINESS

No new business was discussed.

DIRECTORS COMMENTS AND OTHER MATTERS TO COME BEFORE THE BOARD

No comments were noted.

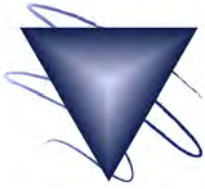
ADJOURN

A motion was made to adjourn by Bob Champ, seconded by Lynne Deane and unanimously approved. The meeting was adjourned at 4:45 PM.

The secretary respectfully submits the above.

Robert Champ

6/9/2014



JNB SERVICES, LLC

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

June 9, 2014

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

RE: *IT Consultant Status Report for June 9, 2014 Board Meeting*

Dear Board:

The following are the activities during this period. Activities performed through June 6, 2014 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 May 2014 Financials.
 - b) Published the May 12, 2014 Meeting Minutes.
 - c) Published the June 9, 2014 Meeting Agenda.
 - d) Published the 2014 Consumer Confidence Report (Water Quality Report).
 - e) Updated the Home page News Alerts section to highlight the availability of the 2014 Consumer Confidence Report.
- 2) Website Summary Statistics for May 2014:

Summary					
Reported period	Month May 2014				
First visit	01 May 2014 - 00:30				
Last visit	31 May 2014 - 23:19				
	Unique visitors	Number of visits	Pages	Hits	Bandwidth
Viewed traffic *	609	1304 (2.14 visits/visitor)	2817 (2.16 Pages/Visit)	3359 (2.57 Hits/Visit)	106.98 MB (84 KB/Visit)
Not viewed traffic *			10288	10418	376.06 MB

* Not viewed traffic includes traffic generated by robots, worms, or replies with special HTTP status codes.

- 3) IT Maintenance
 - a) System Maintenance
 - i) Windows updates: 8 updates successful.
 - ii) Verified Carbonite backups completed.
 - iii) Adobe Acrobat updated to 10.1.10
 - iv) AVG updated and virus scan performed-nothing detected.
 - v) Performed disk cleanup and defragmentation of hard disk.

Operational Support

- 1) Verified both phone extensions were working.
- 2) Assisted Pete O'Brien with email access to District email from his new phone.

General Support

- 1) Published the 2014 Consumer Confidence Report (for calendar year 2013).

New Issues or Comments

- 1) None.

Sincerely,

J. Nicholas Bennett
Principal