



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

11 AUGUST 2014

Mark Johns called the meeting to order at 4:08 PM. Those in attendance were the board members Lynne Deane and Bob Champ. Mary Wagner (Bookkeeper) and Peter O'Brien (Boulder Water Well Operator) were also present. Bill Hofgard and Rick Moeller (Directors) were absent (excused).

PUBLIC COMMENTS

No members of the public were present.

SECRETARY'S REPORT

The minutes of the 14 July 2014 meeting were discussed. Lynne Deane made the motion that we approve the minutes of the 14 July 2014 meeting. Mark Johns 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 annual Sensus maintenance bill was paid. Mary noted that tax abatement occurred for the first time, meaning that tax collected will be somewhat less than was budgeted for the Debt Service. This will be taken from operations.

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

WATER SYSTEM OPERATIONS REPORT—7/12/14 TO 8/8/14

- 7/16/14 Pump house check 0.74 mg/l free
- Pump house check 0.77 mg/l free
 - Cycled 7 valves & painted covers near pump house
 - Examined lid, picked-up and replaced at 7531 Spring Dr - lid size is incorrect/too large, looking for replacement
- 7/23/14
- Locate 6 Benchmark
 - Locate 7225 Empire
 - Locate 7215 Empire
 - Meet Don at Dana Kepner to get new cover
- 7/24/14 Read meter at 7461 Panorama Drive
- Diagnosed failed transformer on data logger
 - Pump house check
- 7/31/14
- Reset overloads tripped on pump #1, verify pump FLA
 - Meter reads end of month
 - Locates 7348 Spring, 7225 Spring
- 8/6/14
- Found pump #2 doing main cycling without pump #1 - adjusted pressure switch to correct this problem - now alternating properly
 - Pump house check
 - Collected TTHM, HAA5 at 7555 Panorama Drive
 - Collected ecoli sample at 7555 Spring, 0.45 mg/l

8/8/14 Located 6 benchmark and did quick pump house check (Dustin)

Peter will check with Sensus regarding two meters with no usage that are not reading properly in the billing program. Peter's bill this month was primarily for the State Inspection. Peter will also repair or replace the transformer for the data recorder.

The test for the tri-halo methanes and the halo acetic acid is a yearly test costing \$395.

IT REPORT

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

UNFINISHED BUSINESS

No unfinished business was discussed.

NEW BUSINESS

The State Sanitary Survey Report was discussed. We decided it would be judicious to clean the water storage tank next year and the cost will be in next year's budget. The tank will be ten years old and after cleaning we will inspect every five years after that and clean if necessary.

It was also decided to exercise all valves over a two- year period.

Peter will forward to Mark the Emergency Response Plan.

The low water pressure seen on Panorama Drive was discussed as these occurrences must be reported to the State. We will contact our Engineer regarding an absolute fix for this problem (possibly a variable frequency drive emergency pump). A fix will be in the budget for next year.

There was also some excess variation in our colorimeter and the State's colorimeter for the testing of chlorine. Peter will investigate this variance.

All changes will be noted in the O&M manual.

DIRECTORS COMMENTS AND OTHER MATTERS TO COME BEFORE THE BOARD

Mark will be absent for the September meeting. We must appoint our budget officer at next month's meeting (Mary Wagner).

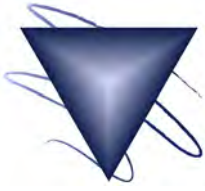
ADJOURN

A motion was made to adjourn by Lynne Deane, seconded by Mark Johns and unanimously approved. The meeting was adjourned at 5:30 PM.

The secretary respectfully submits the above.

Robert Champ

8/11/2014



JNB SERVICES, LLC

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August 11, 2014

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

RE: *IT Consultant Status Report for August 11, 2014 Board Meeting*

Dear Board:

The following are the activities during this period. Activities performed through August 8, 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 July 14, 2014 Meeting Minutes.
 - b) Published the July 2014 Financials.
 - c) Published the August 11, 2014 Meeting Agenda.
- 2) Website Summary Statistics for July 2014:

Summary					
Reported period	Month Jul 2014				
First visit	01 Jul 2014 - 01:19				
Last visit	31 Jul 2014 - 23:13				
	Unique visitors	Number of visits	Pages	Hits	Bandwidth
Viewed traffic *	751	1403 (1.86 visits/visitor)	2868 (2.04 Pages/Visit)	4372 (3.11 Hits/Visit)	281.91 MB (205.75 KB/Visit)
Not viewed traffic *			13301	13443	400.44 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: 1 update successful.
 - ii) Verified Carbonite backups completed.
 - iii) AVG updated and virus scan performed-nothing detected.
 - iv) Performed disk cleanup and defragmentation of hard disk.
 - b) At Mary's request, verified Phone.com Invoice for the next year. It is valid.

Operational Support

- 1) Verified both phone extensions were working.

General Support

1) None.

New Issues or Comments

1) None.

Sincerely,

J. Nicholas Bennett
Principal