

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

8 December 2014

Mark Johns called the meeting to order at 4:10 PM. Those in attendance were the board members Lynne Deane, Rick Moeller, Bill Hofgard and Bob Champ. Mary Wagner (Bookkeeper) and Peter O'Brien (Boulder Water Well) were also present.

PUBLIC COMMENTS

No members of the public were present.

SECRETARY'S REPORT

The minutes of the 10 November 2014 meeting were discussed. Mary Wagner noted that the discussion of the water rates was absent in the minutes. The minutes will be amended to show that the rates were discussed and that we did pass a motion increasing the rates by 5% while leaving the standby rate the same. Also, a typographical error on a date was noted in the Budget Hearing. Bill Hofgard made the motion that we approve the minutes of the 10 November 2014 meeting. 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 bond payment was made on the 24th of November.

The public officials bond was renewed.

The Budget was mostly on target for 2014.

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

SYSTEM OPERATIONS REPORT – 11/10/14 TO 12/8/10/14

11-5-14	<ul style="list-style-type: none"> ▪ Pump house check 0.67mg/l free. ▪ Collect sample at 1027 Paragon 0.68mg/l free
11-12-14	<ul style="list-style-type: none"> ▪ Locate: 7348 Spring Drive, pump hose check 0.46mg/l outgoing – DM
11-18-14	<ul style="list-style-type: none"> ▪ Pump house check 0.28mg/l outgoing.
11-26-14	<ul style="list-style-type: none"> ▪ Pump house check 0.77mg/l free. ▪ Locate: 7526 Empire, meter pit was buried. ▪ Drop pressure on sensor for E pump to verify pump operation.
12-1-14	<ul style="list-style-type: none"> ▪ Pump house check 0.54mg/l free ▪ Meter reads ▪ Replace broken touch sensor cable at 6 Benchmark, ripped out of meter.
12-4-14	<ul style="list-style-type: none"> ▪ Pump house check 0.64mg/l free. ▪ 7572 Panorama, inspection of why the bill went up so dramatically. Found a hose leaking on the east side of the home.

	▪ Update pump hours, log and graph.
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Peter noted that a power line was hit causing the emergency generator to run for approximately 5 hours.

The pressure drop on Panorama was discussed again in some detail. It was decided to attempt to force the situation by exercising a hydrant and monitoring pressures at the pump house and in Panorama and seeing when the emergency pump activates. This will be coordinated and scheduled with our Engineer (Terry Kenyon).

Peter discussed the meter reading and noted that he could only read 12 meters from the pump house and had to read other meters when in close proximity. Five meters were not read remotely. He will contact Kepner to try and troubleshoot the problem.

A meter next to 6 Benchmark needs to be backfilled with soil to prevent freezing. The homeowner will be notified.

A sensor cord was torn off at 6 Benchmark and was replaced. This took about one-half hour of Peter's time and the homeowner will be billed accordingly.

The hose leak on Panorama was discussed and it was decided that the homeowner would be charged only our cost of the water, which was associated with the leak. Mary will take care of the billing.

IT REPORT

Nick's report was received and will be posted on the website.

UNFINISHED BUSINESS

PRESSURE DROP ON PANORAMA

This matter was discussed under maintenance.

NEW BUSINESS

2015 BUDGET

Mary noted that the District's assessed valuation changed slightly by the county assessor. This was not enough to change the mill levy and Mary could make up the discrepancy with existing funds. The President and the Secretary signed the necessary paperwork.

2015 WATER RATES

Nick had submitted a water rate schedule, which was reviewed. Mark noted that the rates did not show the 5% increase and the table of rates will be corrected.

GENSET MAINTENANCE

It was decided not to have the maintenance scheduled for the upcoming year as the unit has only run about 20 hours since the last maintenance.

DIRECTORS COMMENTS AND OTHER MATTERS TO COME BEFORE THE BOARD

Gifts were given to both Mary and Peter for their excellent service during the past year. We are deeply indebted to the both of them.

The directors were given their yearly stipend.

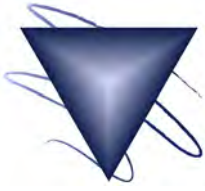
ADJOURN

A motion was made to adjourn by Lynne Deane, seconded by Rick Moeller and unanimously approved. The meeting was adjourned at 5:37 PM.

The secretary respectfully submits the above.

Robert Champ

12/8/2014



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December 8, 2014

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

RE: IT Consultant Status Report for December 8, 2014 Board Meeting

Dear Board:

The following are the activities during this period. Activities performed through December 5, 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 November 10, 2014 Meeting Minutes.
 - b) Published the October 2014 Financials.
 - c) Published the December 8, 2014 Meeting Agenda.
 - d) Published a News Alert about fraudulent checks in the District's name with recommendation that someone with the check contact the FBI.
- 2) Website Summary Statistics for November 2014:

Summary					
Reported period	Month Nov 2014				
First visit	01 Nov 2014 - 01:09				
Last visit	30 Nov 2014 - 23:04				
	Unique visitors	Number of visits	Pages	Hits	Bandwidth
Viewed traffic *	923	1564 (1.69 visits/visitor)	2880 (1.84 Pages/Visit)	5165 (3.3 Hits/Visit)	389.56 MB (255.05 KB/Visit)
Not viewed traffic *			12749	12956	372.34 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: 14 updates successful.
 - ii) Verified Carbonite backups completed.
 - iii) AVG updated and virus scan performed-nothing detected.
 - iv) Performed disk cleanup and defragmentation of hard disk.

Operational Support

- 1) Verified both phone extensions were working.

General Support

- 1) Received a call from someone who had received a fraudulent check for a Craigslist purchase and explained the what we knew of the fraud and the recommended course of action.

New Issues or Comments

- 1) None.

Sincerely,

J. Nicholas Bennett
Principal