

# 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 March 2015

Mark Johns called the meeting to order at 4:03 PM. Those in attendance were the board members Rick Moeller, Bill Hofgard and Bob Champ. Mary Wagner (Bookkeeper) and Peter O'Brien (Boulder Water Well) were also present. Yvonne Gates (board member) was absent (excused).

### PUBLIC COMMENTS

No members of the public were present.

### SECRETARY'S REPORT

The minutes of the 9 February 2015 meeting were discussed. Bill Hofgard made the motion that we approve the minutes of the 9 February 2015 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 & 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. For some unexplained reason some members of the Board did not receive the packet from Mary. Mary will investigate the problem.

Mary went through the transactions and the financial statements. Mark noted that we had about \$50k in our checking account, so it was thought that we should transfer about half of that to Colotrust.

The board approved the transactions.

#### SYSTEM OPERATIONS REPORT – 2/09/2015 TO 3/9/15

- |         |  |
|---------|--|
| 2-12-15 | <ul style="list-style-type: none"><li>▪ Pump house check 0.68 mg/l</li><li>▪ Determined failed check valve on Pump #2</li><li>▪ Collect water sample and deliver to lab 940 Paragon 1.01 mg/l free</li></ul> |
| 2-19-15 | <ul style="list-style-type: none"><li>▪ Pump house check 0.77mg /l free</li></ul>  |
| 2-23-15 | <ul style="list-style-type: none"><li>▪ Pump house check 0.33mg/l free</li><li>▪ Install check valve</li></ul>   |
| 2-27-15 | <ul style="list-style-type: none"><li>▪ Pump house check 0.26mg/l free</li><li>▪ February meter reads</li></ul>  |
| 3-4-15  | <ul style="list-style-type: none"><li>▪ Evaluate system with our control specialist</li></ul>  |
| 3-6-15  | <ul style="list-style-type: none"><li>▪ Pump house check 0.88mg/l free</li></ul>   |

Peter went through the system evaluation with his control specialist. This evaluation took about three hours. To summarize, Peter thought the best way to alleviate the problems observed with the low-pressure problem in Panorama would be to install a variable frequency drive (VFD) on our emergency pump. This could be done for about \$4k to \$8k. Because of this drive, it may

be possible to get off demand electrical billing resulting in a future cost saving. Mark will discuss this with Terry Kenyon (Water Engineer) and we will further discuss at the next meeting.

Peter also noted that he would have to do Hydrant Inspections for the ISO (Insurance Rating). He had a checklist that ISO puts out and noted that it would take more time to carry out this detailed of an inspection. He thought that he could get hydrant pressures from the Rocky Mtn. Fire District inspections. These inspections give our District a rating, which reflects in the setting of insurance rates.

**IT REPORT**

Nick's report was received and will be posted on the website. Nick will also be contacted by Mary regarding the e-mails not being received by some of the board members.

**UNFINISHED BUSINESS**

**PRESSURE DROP ON PANORAMA**

This problem was discussed under operations.

**NEW BUSINESS**

No new business was discussed.

**DIRECTORS COMMENTS AND OTHER MATTERS TO COME BEFORE THE BOARD**

No comments were noted.

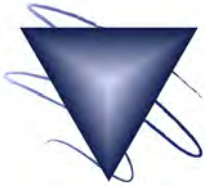
**ADJOURN**

A motion was made to adjourn by Rick Moeller, seconded by Bill Hofgard and unanimously approved. The meeting was adjourned at 5:18 PM.

The secretary respectfully submits the above.

Robert Champ

3/9/2015



# JNB SERVICES, LLC

P.O. Box 21496 ♦ BOULDER, COLORADO ♦ 80308-4496  
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March 9, 2015

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

RE: IT Consultant Status Report for March 9, 2015 Board Meeting

Dear Board:

The following are the activities during this period. Activities performed through March 6, 2015 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) There no longer appears to be any noise when pump(s) downstairs shutoff.

## General IT Consulting Activities

- 1) Website Maintenance
  - a) Published the February 9, 2015 Meeting Minutes.
  - b) Published the February 2015 Financial Reports.
  - c) Published the March 9, 2015 Meeting Agenda.
- 2) Website Summary Statistics for February 2015:

Summary					
Reported period	Month Feb 2015				
First visit	01 Feb 2015 - 00:44				
Last visit	28 Feb 2015 - 23:20				
	Unique visitors	Number of visits	Pages	Hits	Bandwidth
Viewed traffic *	1032	1884 (1.82 visits/visitor)	16789 (8.91 Pages/Visit)	18861 (10.01 Hits/Visit)	408.71 MB (222.14 KB/Visit)
Not viewed traffic *			14347	14655	337.64 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: 11 updates successful.
    - ii) Updated JAVA.
    - iii) Verified Carbonite backups completed.
    - iv) AVG updated and virus scan performed-nothing detected.

## Operational Support

- 1) Replaced the lower level extension (21) with the new phone sent by Phone.com. Verified both phone extensions.

**General Support**

- 1) No general support issues.

**New Issues or Comments**

- 1) Did notice during the time system maintenance was being performed that when the downstairs pump(s) shutoff, there was no longer a hard “kurchunk,” like it was “hammering.”

Sincerely,

J. Nicholas Bennett  
Principal