

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

13 April 2015

Rick Moeller called the meeting to order at 4:10 PM. Those in attendance were the board members Bill Hofgard and Bob Champ. Peter O'Brien (Boulder Water Well) was present. Mark Johns and Yvonne Gates (board members) were absent (excused). Terry Kenyon (Water Engineer) was present to discuss the booster pump controls.

PUBLIC COMMENTS

No members of the public were present.

SECRETARY'S REPORT

The minutes of the 9 March 2015 meeting were discussed. Bill Hofgard made the motion that we approve the minutes of the 9 March 2015 meeting. Bob Champ 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 board went through the transactions and the financial statements and the board approved the transactions.

SYSTEM OPERATIONS REPORT – 3/09/2015 TO 4/13/15

3-11-15	<ul style="list-style-type: none"> ▪ Pump house check/cl2 0.83 mg/l free ▪ Work on ISO paperwork for RMFD. Changed ink in printer (should order more black 564x2 for the HP6510)
3-12-15	<ul style="list-style-type: none"> ▪ Collect water sample & deliver to lab 866 Paragon Dr. 1.15 mg/l free ▪ Locate at: 7587 Panorama Dr. ▪ Work on ISO 2015 info for RMFD Dana Lewis
3-18-15	<ul style="list-style-type: none"> ▪ Pump house check 0.65 mg/l free cl2 ▪ Locate: 6 Benchmark Dr. (JF)
3-25-15	<ul style="list-style-type: none"> ▪ 15 Meter readings & Pump House Check 0.74 mg/l free, cl2 ▪ Locate: 7587 Panorama Dr. (JF)
4-1-15	<ul style="list-style-type: none"> ▪ Pump house check 0.44mg/l free ▪ Locate: 7249 Spring Dr. ▪ Meter reads: 7815 Spring Dr., 7496 Spring Dr. ▪ Cycled 6 valves, painted 7 ▪ Collect water sample & deliver to lab 770 Paragon 0.97mg/l free
4-8-15	<ul style="list-style-type: none"> ▪ Pump House check 0.67mg/l free cl2 ▪ Cycled and painted 7 buried valves

Peter will order more ink for the printer. Peter also noted that he now had to read the master meter manually as we believe our remote sensor has been programmed for Lafayette use. Peter will make sure this is the case. The reason we read the meter is to see if our usage matches the master meter reading thereby catching a possible leak in the system. We may be able to deduce if a leak has occurred via other data collected and not have to spend the time to read the master meter.

Peter also repaired a leaking PRV valve on Spring Drive that was noticed by the homeowner.

IT REPORT

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

UNFINISHED BUSINESS

BOOSTER PUMP CONTROLS

Terry was present to discuss the booster pump controls. When the emergency pump comes on because of a low-pressure condition it immediately cycles to 150 psi and shuts down (about 17 sec.). Terry noted that we might be able to alleviate this condition via the existing soft start controls but that a variable frequency drive (VFD) would give us added value by being able to replace one of our regular pumps if it fails. If the VFD is linked to a programmable logic controller (PLC) we could also collect data, which we now have to collect via a strip chart recorder. Both Terry and Peter agreed that this approach would vastly improve our pump control system and the approximately \$12K for the system would be well spent. Peter will obtain a bid for the work and Terry will review the operating sequence. Peter should have the cost for this improvement so we can discuss at next month's meeting.

NEW BUSINESS

No new business was discussed.

DIRECTORS COMMENTS AND OTHER MATTERS TO COME BEFORE THE BOARD

No comments were noted.

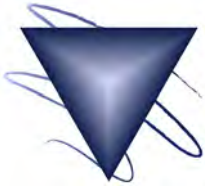
ADJOURN

A motion was made to adjourn by Bill Hofgard, seconded by Rick Moeller and unanimously approved. The meeting was adjourned at 5:01 PM.

The secretary respectfully submits the above.

Robert Champ

4/15/2015



JNB SERVICES, LLC

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

April 13, 2015

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

RE: *IT Consultant Status Report for April 13, 2015 Board Meeting*

Dear Board:

The following are the activities during this period. Activities performed through April 10, 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) None.

General IT Consulting Activities

- 1) Website Maintenance
 - a) Published the March 9, 2015 Meeting Minutes.
 - b) Published the March 2015 Financial Reports.
 - c) Published the April 13, 2015 Meeting Agenda.
- 2) Website Summary Statistics for March 2015:

Summary					
Reported period	Month Mar 2015				
First visit	01 Mar 2015 - 00:15				
Last visit	31 Mar 2015 - 23:15				
	Unique visitors	Number of visits	Pages	Hits	Bandwidth
Viewed traffic *	1261	2707 (2.14 visits/visitor)	4310 (1.59 Pages/Visit)	6612 (2.44 Hits/Visit)	428.10 MB (161.93 KB/Visit)
Not viewed traffic *			14384	14922	475.92 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) Defragmented hard disk.

Operational Support

- 1) None.

General Support

1. None.

New Issues or Comments

- 1) Mary's emails with the Monthly Financials was not being received.

The SpamStopper settings for emails were made less restrictive as the first approach to get the email out. Why her emails were suddenly being considered SPAM by SPAM Assassin (used by SpamStopper to evaluate each email) is unknown at this time.

- 2) Increase in the amount of SPAM.

With the earlier changes in the Spam Assassin settings to allow Mary's Financials to be emailed, there has been an increase in the amount of SPAM being passed along. This will be researched further and when Mary has more availability, some additional testing will be done to ensure her emails are accepted, but the amount of SPAM is reduced. There will be a greater use of the Email server storage until this is resolved. Space utilization will be checked and the SPAM messages deleted as necessary.

Sincerely,

J. Nicholas Bennett
Principal