

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 May 2015

Mark Johns called the meeting to order at 4:04 PM. Those in attendance were the board members Bill Hofgard, Rick Moeller, Yvonne Gates and Bob Champ. Peter O'Brien (Boulder Water Well) and Mary Wagner (Bookkeeper) were present.

PUBLIC COMMENTS

No members of the public were present.

SECRETARY'S REPORT

The minutes of the 13 April 2015 meeting were discussed. Bill Hofgard made the motion that we approve the minutes of the 13 April 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.

A transfer of \$25K was made from checking to Colotrust. A bond interest payment will be made on 1 June. The audit exemption was approved by the State auditor.

Several customers are late on their payments. Mary will notify them on their upcoming billing.

The board went through the transactions and the financial statements and the board approved the transactions.

SYSTEM OPERATIONS REPORT – 4/13/2015 TO 5/11/15

4-15-15	▪ Pump hose check 0.83mg/l free, inspect meter pit at 7492 Spring Dr.
4-22-15	▪ Pump house check 0.85mg/l free, update pump hours log.
4-24-15	▪ Locate: 7587 Panorama Dr.
5-1-15	▪ Pump house check 0.77mg /l ▪ Meter reads ▪ Collect water sample Barcelona Dr. 1.21mg/l free ▪ Serviced and adjusted pressure reducing and pressure regulating valves.
5-6-15	▪ Pump house check 0.87mg/l free

Peter adjusted the outgoing pressure to 100 psi on the digital gauge.

Peter also noted that the Consumer Confidence Report was due out in June. Yvonne will contact Nick and will handle the CCR this year.

IT REPORT

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

UNFINISHED BUSINESS

BOOSTER PUMP CONTROLS

Peter had an estimate for the variable frequency drive and control set up. A more expensive transducer could be purchased which would give a longer use life. In the long run this would give us a cost savings. The total cost for this improvement would be \$13,416.27.

Yvonne Gates made the motion that we approve the contract with Boulder Water Well in the amount of \$13,416.27. Rick Moeller seconded the motion. The motion passed unanimously.

Peter thought that the work could be accomplished in the next two months.

NEW BUSINESS

No new business was discussed.

DIRECTORS COMMENTS AND OTHER MATTERS TO COME BEFORE THE BOARD

No comments were noted.

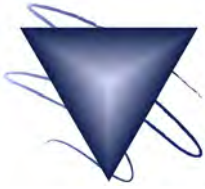
ADJOURN

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

The secretary respectfully submits the above.

Robert Champ
secretary@eastboulderwater.com

5/11/15



JNB SERVICES, LLC

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

May 11, 2015

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

RE: IT Consultant Status Report for May 11, 2015 Board Meeting

Dear Board:

The following are the activities during this period. Activities performed through May 8, 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 April 13, 2015 Meeting Minutes.
 - b) Published the April 2015 Financial Reports.
 - c) Published the May 11, 2015 Meeting Agenda.
- 2) Website Summary Statistics for April 2015:

Summary					
Reported period	Month Apr 2015				
First visit	01 Apr 2015 - 00:01				
Last visit	30 Apr 2015 - 23:46				
	Unique visitors	Number of visits	Pages	Hits	Bandwidth
Viewed traffic *	1177	2634 (2.23 visits/visitor)	4107 (1.55 Pages/Visit)	6382 (2.42 Hits/Visit)	369.46 MB (143.63 KB/Visit)
Not viewed traffic *			12980	13317	666.61 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: 10 updates successful.
 - ii) Verified Carbonite backups completed.
 - iii) AVG updated and virus scan performed-nothing detected.
 - 1) Defragmented hard disk.
 - b) Mary's emails with the Monthly Financials were not being received.

Researched the Spam Assassin processing to determine if a more restrictive setting can be specified and to still receive Mary's emails. Both Mary's and Bob's personal email addresses were added to the "ok list" in the Intermedia email server's Spam Stopper. The spam threshold was lowered to 3 (from 4) to again reduce the

amount of SPAM that was not being stopped from being delivered. Mary's April 2015 financial reports were received.

After running successfully for several weeks, email server space will be cleaned up of any SPAM that made it through with the less restrictive settings.

Operational Support

1) Lower Level Telephone: Extension 21

After being installed and initially working in February, it was noticed that the phone extension went offline. In working with Phone.com, tried several troubleshooting steps while at the Pump House. They did not resolve the problem. Several additional steps have subsequently been identified by Phone.com and will be tried during next visit to the Pump House. A service credit of \$10 has been issued to the District's account.

Until the phone extension is fixed, any service personnel in the lower level should have access to a cell phone in case of an emergency.

General Support

1. None.

New Issues or Comments

1) None.

Sincerely,

J. Nicholas Bennett
Principal