

# 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 June 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. Mary Wagner (Bookkeeper) was also present. Nick Bennett was present for the initial part of the meeting.

### PUBLIC COMMENTS

No members of the public were present.

### SECRETARY'S REPORT

The minutes of the 11 May 2015 meeting were discussed. Bill Hofgard made the motion that we approve the minutes of the 11 May 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.

Mary made the bond interest payment. Maintenance costs for the month will be high because of the water main leak, which will be discussed under System Operations Report. A payment of \$396 was paid to our water engineer for consultation of the VFD.

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

#### SYSTEM OPERATIONS REPORT – 5/11/15 TO 6/8/15

5-13-15	<ul style="list-style-type: none"><li>▪ Pump house check 0.64mg/l free</li><li>▪ Locate: 963 Paragon Dr.</li></ul>
5-20-15	<ul style="list-style-type: none"><li>▪ Pump house check 0.42mg/l free</li></ul>
5-27-15	<ul style="list-style-type: none"><li>▪ Day 1, repair leak at 7641 Spring Dr. Leak was on corporation stop attached to 8" ductile main water line, and under customers cement driveway. It was decided to remove, replace, and cap the existing corporation</li><li>▪ Pump house check 0.75mg/l free</li></ul>
5-28-15	<ul style="list-style-type: none"><li>▪ Day 2, continue repair leak at 7641 Spring Dr. The new corporation stop, saddle, and insulator was installed a few feet to the west of the old one, and a new water line was installed to the meter pit.</li><li>▪ 2 men-Pete &amp; AL</li></ul>
5-31-15	<ul style="list-style-type: none"><li>▪ Meter readings</li></ul>
6-4-15	<ul style="list-style-type: none"><li>▪ Pump house check 0.9mg/l free (Jay)</li></ul>

Peter was not present at the meeting so Mark discussed the leak and the repair at 7641 Spring Drive. Apparently a brass fitting in the tap to this address developed a small leak, which continually became bigger. Because of the recent redevelopment of the property the driveway had been moved so that it covered the tap, thereby the leak. The driveway had

to be torn up so that the leak could be repaired. Mark talked to our lawyer and it was decided that the district would cover all repairs. This will mean that our maintenance costs for the year will be substantial.

### **IT REPORT**

Nick's report was received and will be posted on the website. While he was present at the initial part of the meeting, he discussed the phone problem. The reason that the pump house phone is going out may be a voltage surge problem so a power strip will be installed.

### **UNFINISHED BUSINESS**

#### **BOOSTER PUMP CONTROLS**

Because of the way that Xcel supplies power to the pump house, a high voltage imbalance was noted limiting the VFD. Peter has talked to various experts and we are still in the process of assessing the situation and what the possible solutions will be. Peter had submitted to the Board a memo summarizing the status of the Variable Frequency Drive (VFD) upgrade.

#### **CONSUMER CONFIDENCE REPORT**

Yvonne Gates had completed the CCR. Nick will arrange to have it posted on the website and develop a direct link to the CCR. Mary will assure that the document gets to the necessary government agencies.

### **NEW BUSINESS**

No new business was discussed.

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

No comments were noted.

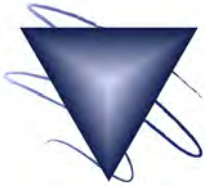
### **ADJOURN**

A motion was made to adjourn by Yvonne Gates, seconded by Mark Johns and unanimously approved. The meeting was adjourned at 4:58 PM.

The secretary respectfully submits the above.

Robert Champ

6/8/15



# JNB SERVICES, LLC

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June 8, 2015

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

RE: IT Consultant Status Report for June 8, 2015 Board Meeting

Dear Board:

The following are the activities during this period. Activities performed through June 5 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 May 11, 2015 Meeting Minutes.
  - b) Published the May 2015 Financial Reports.
  - c) Published the June 8, 2015 Meeting Agenda.
- 2) Website Summary Statistics for May 2015:

Summary					
Reported period	Month May 2015				
First visit	01 May 2015 - 00:02				
Last visit	31 May 2015 - 23:55				
	Unique visitors	Number of visits	Pages	Hits	Bandwidth
Viewed traffic *	1023	2127 (2.07 visits/visitor)	5339 (2.51 Pages/Visit)	7160 (3.36 Hits/Visit)	359.53 MB (173.08 KB/Visit)
Not viewed traffic *			16587	17084	473.08 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: updates successful.
    - ii) Verified Carbonite backups completed.
    - iii) AVG updated and virus scan performed-nothing detected.
  - 1) Defragmented hard disk.
  - b) Clean Up SPAM Emails

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

Requested that Boulder Water Well check the electrical circuit for the lower level telephone extension. It was reported that the voltage, ground, etc. were all correct at the time of the check. There is no logging capability of the power status, so it is unknown whether or not there is an actual power quality issue. It was suggested that a power strip with protection be used.

*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