



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 May 2016

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

PUBLIC COMMENTS

No members of the public were present.

SECRETARY'S REPORT

The minutes of the 11 April 2016 meeting were discussed. Yvonne Gates made the motion that we approve the minutes of the 11 April 2016 meeting. Bill Hofgard 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 (Income & Expenses - annual budget vs. YTD actual, P&L YTD comparison, Income & Expenses by Month, Balance Sheet and the transaction report). Mary also e-mailed the water usage comparison spreadsheet.

One third of the way through the year all items are within our budgetary constraints.

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

SYSTEM OPERATIONS REPORT – 4/07/16 TO 5/05/16

| | |
|---------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 4-6-16 | <ul style="list-style-type: none">▪ Pump house check 0.40mg/l free |
| 4-11-16 | <ul style="list-style-type: none">▪ Locate 7444 Panorama Drive▪ Board Meeting |
| 4-12-16 | <ul style="list-style-type: none">▪ Pump house check 0.55mg/l free.▪ Collected water sample 7380 Panorama Drive 0.60mg/l free and delivered to lab. |
| 4-20-16 | <ul style="list-style-type: none">▪ Pump house check 0.58mg/l free |
| 4-28-16 | <ul style="list-style-type: none">▪ Pump house check 0.52mg/l free |
| 4-29-16 | <ul style="list-style-type: none">▪ Meter reads |
| 5-05-16 | <ul style="list-style-type: none">▪ Pump house check 0.58mg/l free▪ Collected water sample 7274 Panorama Dr. and delivered to the lab 0.56mg/l free▪ Flushed hydrant end of Benchmark 0.37mg/l free |

Peter called attention to the number of dandelions around the pump house! He will use some weed killer on them to try and control them. He also noted that he would be collecting samples for lead and copper testing, which is required every three years.

IT REPORT

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

UNFINISHED BUSINESS

No unfinished business was discussed.

NEW BUSINESS

OATHS OF OFFICE

Mark Johns gave the oath of office to the newly elected board members. Mary will file them with the appropriate state agencies. Those newly elected board members were Bob Champ, Yvonne Gates and Bill Hofgard. Their terms expire in four years.

DIRECTORS COMMENTS AND OTHER MATTERS TO COME BEFORE THE BOARD

Mark will contact Nick regarding the updated posting of the transparency notice.

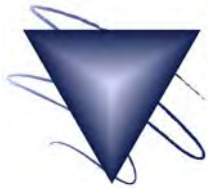
ADJOURN

A motion was made to adjourn by Bill Hofgard, seconded by Yvonne Gates and unanimously approved. The meeting was adjourned at 4:26 PM.

The secretary respectfully submits the above.

Robert Champ

5/9/2016



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May 9, 2016

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

RE: IT Consultant Status Report for May 9, 2016 Board Meeting

Dear Board:

The following are the activities during this period. Activities performed through April 8, 2016 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.

None.

General IT Consulting Activities

- 1) Website Maintenance
 - a) Published the April 11, 2016 Meeting Minutes.
 - b) Published the May 9, 2016 Meeting Agenda.
- 2) Website Summary Statistics for April 2016:

** Not viewed traffic includes traffic generated by robots, worms, or replies with special HTTP status codes.*
- 3) IT Maintenance
 - a) System Maintenance
 - i) No Windows Updates
 - ii) Cleaned-up disk space utilization
 - iii) Defragmented disk drive
 - iv) Updated AVG virus definitions and scanned the computer.
 - v) Verified Carbonite backups completed.
 - b) Website Maintenance
 - i) Put a notice in the News Alerts on the Home page concerning the Water Rate Hearing to be part of the June 13, 2016 Regular Meeting.
 - c) Email Support
 - i) We are getting some additional SPAM messages. The SpamStopper settings will be made more restrictive. This can have the unintended consequence of deleting a legitimate email. If you do not receive an email that is expected, please let me know.
 - ii) SPAM emails are being removed from the individual mailboxes to reduce the amount of disk space consumed. At the beginning, 474 MB of disk space was being utilized. The District's space is limited to 500 MB.

Operational Support

1) Billing Program Issue

Continued analysis of the Utility Billing program. During this next month, I should be ready to review with Mary to flesh out our requirements and then review with White Mountain to determine feasibility.

General Support

1. Both telephone extensions were verified operational.

New Issues or Comments

None.

Sincerely,

J. Nicholas Bennett
Principal