

**MINUTES OF BOARD OF DIRECTORS MEETING
CLIFTON WATER DISTRICT
THURSDAY, NOVEMBER 5, 2009**

BOARD MEMBERS PRESENT: John Ballagh, Chairman; Doralyn Genova, Vice-Chairman
Brian Woods, Treasurer; Robert Burger, Secretary;
Alan Hassler, Director

STAFF MEMBERS PRESENT: Dale Tooker; David Reinertsen; Kelly McLaughlin;
David Foster

PUBLIC HEARING

Chairman Ballagh noted a quorum was present and called a Public Hearing to order at 5:00 p.m. regarding the Proposed FY 2010 Budget, pursuant to C.R.S. 29-1-106 *Et.Seq.* Notice of this Public Hearing was published in the Grand Junction Daily Sentinel on October 25, 2009 and October 30, 2009 in accordance with C.R.S. 29-1-106(3)(a). No members of the public were present. Manager Tooker reported that no written comments or requests to comment were received regarding the Proposed FY2010 Budget. Chairman Ballagh closed the Public Hearing at 5:01 p.m.

REGULAR MEETING

Chairman Ballagh called the regular Board meeting to order at 5:01 p.m. Director Hassler arrived at the meeting at 5:06 p.m. Manager Tooker moved Item #4 – Project 2009-03 One Million Gallon Tank Painting from the Express Agenda to Unfinished Business. Chairman Ballagh moved Item #7 – SB 09-087 Compliance from the Express Agenda to Unfinished Business.

MINUTES OF THE OCTOBER 1, 2009 REGULAR MEETING

Director Genova moved to approve the October 1, 2009 Regular Meeting Minutes with additional clarification to the Lot 2 Uzelac Minor Subdivision item and the Colorado River District Agreement item. Director Burger seconded and the motion passed unanimously.

FINANCIAL REPORT AND ACCOUNTS PAYABLE

Director Genova moved to accept the Financial Report and approve Accounts Payable in the amount of \$176,793.93 plus \$1,324.81 HRA Check Run plus \$25,735.03 Benefit Check Run plus \$20,978.12 Supplemental Check Run for a total of \$224,831.89. Director Woods seconded the motion. Positive Operating and Non Operating Cash Flows for September were noted. Staff responded to questions regarding year-to-date numbers on the Water Treatment Only line item of the Profit and Loss Statement. The motion passed unanimously.

MANAGER'S REPORT

The Manager's Report was reviewed with the Board. Manager Tooker reported that as a result of evaluating the trends of decreasing Water Sales with increasing effluent water production, a large leak was found and repaired this week. Additionally, it was reported that the effluent water meter will be replaced in an effort to improve accuracy of production effluent measurements.

EXPRESS AGENDA

The Board reviewed the Express Agenda and, with Items #4 and #7 being moved to Unfinished Business, accepted the remaining items as presented:

1. Project 2008-02 Pilot Testing Program – The design engineer, Burns and McDonnell, is finalizing the Preliminary Design Report and the Conceptual MF/UF Cost Evaluation. A meeting is scheduled in Denver on November 16, 2009 with the Construction Committee, Staff and Burns and McDonnell. The meeting will review Burns and McDonnell's findings and recommendations and a tour of the Westminster MF/UF facility is scheduled.
2. Highway 50 Bore (08-RU07) - Staff reviewed the design with the design engineer, Sharper Engineering, and identified additional field work needed for final tie-in design details. Final design plans are due to the District by mid December so Staff can begin the approval process with the US Bureau of Land Management.
3. Highway 50 Bore at Reeder Mesa (08-RU08) – Final design has been completed. This project will be “shelved” to be completed in FY 2011 unless additional Whitewater service taps are requested warranting installation sooner than 2011.
4. Project 2009-03 One Million Gallon Tank Painting – Moved to Unfinished Business
5. Project 2009-04 Colorado River Intake Preliminary Design – Staff has developed a Design/Build Proposal Package and will begin advertisement of the Request For Proposals (RFP) the week of November 2nd. Once proposals are received, the Construction Committee will review and select firms for interviews leading to final selection.
6. Colorado River Water Users Association Conference – The conference is scheduled for December 9-11, 2009 in Las Vegas. Staff has reserved rooms for Board members interested in attending the conference. A tentative Conference Agenda is included in the Board Packet.
7. SB 09-087 Compliance – Moved to Unfinished Business

UNFINISHED BUSINESS

Memorandum of Agreement (MOA) with the Colorado River Water Conservation District – Manager Tooker presented the proposed Agreement (*File 11/3/09, Colorado River District Agreements*) with the amendments requested by the Board at the October 1, 2009 Meeting. The Board requested an additional change to Paragraph G, and the addition of dates where appropriate. Director Genova moved to approve and execute the “Memorandum of Agreement between the Colorado River Water Conservation District, acting by and through its Colorado River Water Projects Enterprise (“River District”) and the Clifton Water District (“Clifton”), a Colorado Title 32 Special District, Acting By and Through its Water Activity Enterprise”, with the additional changes. Director Burger seconded and the motion passed unanimously.

2010 Budget- Manager Tooker summarized the Committee recommendations identified in his Memorandum to the Board dated November 4, 2009 (*File 11/5/09, 2010 Budget*), as follows:

a. Personnel Committee Report – Recommendations include a zero increase to the Wages line item and retaining the same health insurance plan as 2009 with a reduction to generic-only prescription coverage. Employees will individually have the option to upgrade their prescription coverage at an additional cost. Continuing the health insurance cost sharing at 10% for dependent coverage is also recommended.

b. Budget Committee Report – Reductions in line item expenditures are proposed to reduce non-essential purchases and to more accurately align with historical utilization. Despite reduced expenditures an equipment maintenance and replacement program will be continued. Staff will seek opportunities to take advantage of reduced acquisition costs for projects and equipment due to current economic conditions.

The Board recognized the efforts of the Budget Committee and Staff in the preparation of a responsible 2010 Budget. Several line items were identified for further analysis prior to Budget adoption.

Project 2009-03 One Million Gallon Tank Painting – Assistant Manager Reinertsen reported the tank painting was completed today and he requested authorization to advertise for Final Payment. He has also obtained cost estimates for painting a logo on the water tanks if the Board wishes to pursue that in the future. Director Genova moved to authorize Staff to advertise for Final Payment for Project 2009-03 and to prepare payment for the December 3, 2009 Regular Meeting. Director Burger seconded and the motion passed unanimously.

SB 09-087 Compliance – Director Ballagh noted the potential costs related to the preparation and recording of boundary maps as part of SB 09-087 and suggested that compliance be achieved with minimal expenditure.

NEW BUSINESS

Request Proposals for Audit Services – Manager Tooker reported the last Request for Proposals for Audit Services was advertised in November of 2006 and subsequently awarded to Mary Brenes, CPA, for the three year period ending with the FY 2008 Audit. The Board stated satisfaction with the services provided by Brenes. Board consensus was to obtain a cost estimate from Brenes for the FY 2009 Audit and if not substantially increased to proceed on a year-to-year basis.

Grand Valley Irrigation Company Annual Meeting and Auction – Director Burger moved to authorize Director Woods to represent the District at the Grand Valley Irrigation Company (GVICo) Annual Meeting and Auction to be held December 5, 2009. Director Genova seconded and the motion passed 4 – 1.

Authorization to Utilize 2009 Vehicle Purchase Budget for the Purchase of a Front Loader – Manager Tooker reported that a front loader has not been identified for purchase but the cost

could be substantially discounted due to economic conditions. The District currently rents a front loader for the semi-annual pond cleaning and could utilize this equipment for additional tasks if available in-house. The Board concurred to have Staff continue the evaluation of acquisition options including the potential for lease purchase.

Holiday Ham or Turkey – Director Woods moved to continue the tradition of the District’s purchase of a ham or a turkey, for Thanksgiving or Christmas, for each employee and Board member. Director Burger seconded and the motion passed.

Vehicle Use Policy – Personnel Manual Section 21 – Director Ballagh reported the Special District Association’s recent Property and Liability Pool Annual Meeting suggested the need for review and possible revisions to the District’s Vehicle Use Policy. A meeting of the Policy and Standards Committee will be scheduled.

PERSONNEL

Manager’s Evaluation – Director Genova moved to convene an Executive Session as per C.R.S. 24-6-402(4)(f) for the purpose of conducting the District Manager’s annual evaluation. Director Woods seconded and the motion passed unanimously. Staff members Reinertsen, Foster, and McLaughlin exited the meeting at 7:19 p.m. The Board of Directors went into Executive Session at 7:20 p.m. with Manager Tooker being present.

Director Hassler moved to exit the Executive Session. Director Woods seconded and the motion passed unanimously. The Regular Meeting was re-convened at 8:13 p.m. No action was taken.

ADJOURNMENT – By consensus, the Board meeting adjourned at 8:13 p.m.

ATTEST:

John L. Ballagh

Doralyn Genova

Brian Woods

Alan Hassler

Robert Burger