

**MINUTES OF BOARD OF DIRECTORS MEETING
CLIFTON WATER DISTRICT
THURSDAY, NOVEMBER 4, 2010**

BOARD MEMBERS PRESENT: Robert Burger, Chairman; Alan Hassler, Vice-Chairman;
Doralyn Genova, Secretary; Dale Peck, Treasurer;
Robert Norman, Director

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

REGULAR MEETING

Chairman Burger called the Regular Board Meeting to order at 5:07 p.m.

MINUTES OF THE OCTOBER 7, 2010 AND OCTOBER 26, 2010 MEETINGS

Director Genova moved to approve the Minutes of the October 7, 2010 Meeting and the October 26, 2010 Meeting (*2010 Minutes*) with one correction to list Robert Norman as a guest at the beginning of the October 7, 2010 Meeting. Director Peck seconded and the motion passed.

FINANCIAL REPORT AND ACCOUNTS PAYABLE

Director Genova moved to accept the Financial Report and Approve Accounts Payable Regular Checks of \$186,912.45 plus Special Checks of \$1,325.36 plus HRA Disbursements of \$1,533.80 plus Benefits Checks of \$25,662.54 plus Supplemental Checks of \$52,375.13 for a total of \$267,809.28. Director Peck seconded the motion. The Board noted the interest earned as reported on the Cash Flow Statement. The motion passed unanimously.

MANAGER'S REPORTS

Manager Tooker noted that the continued decline in tap sales has been considered in preparation of the Draft 2011 Budget, as well as the increased number of Availability of Service accounts resulting in reduced Operating Revenues. Assistant Manager Reinertsen cited the District's 232 taps that are installed in subdivisions but have not yet been purchased.

EXPRESS AGENDA

The Board reviewed and accepted the Express Agenda items as presented:

1. Project 2009-04 Colorado River Intake Structure – Gould Construction, Inc. continues construction activities associated with the existing river pump by-pass pipeline. Work on the new control building has commenced with concrete foundation and walls scheduled for construction the week of November 1.

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2. Drinking Water Distribution Course – Session 2, 10/13/10 and Session 3, 11-16/17-10 – The second course in October was attended by 41 participants from both the public and private sectors across the Western Slope. The District had five staff members participate. The third (final) session is scheduled for November 16 & 17, 2010 and will cover water quality and distribution system operation and maintenance.
 3. Regional Water Conservation Plan – A meeting with the Colorado Water Conservation Board representative to discuss the Regional Water Conservation Plan is scheduled for Monday, November 8, 2010. The Plan is a cooperative effort by the Clifton Water District, City of Grand Junction and Ute Water.
 4. Clifton Water District Christmas Party – Staff has tentatively planned the Christmas Party for Friday, December 17, 2010 to be held in the District Shop.

UNFINISHED BUSINESS

Project 2008-04 MF/UF Pilot Testing Program - Manager Tooker noted that following the October 26, 2010 Special Board Meeting the Board had requested that Burns and McDonnell Engineering prepare additional information regarding installation of a Microfiltration/Ultrafiltration system in the existing building or in a new building, and options for a different type of filtration system. Staff will obtain a cost estimate for the preparation of the additional information.

STAFF REPORTS

Budget Committee - Manager Tooker reported that he and Budget Committee members Dale Peck and Bob Norman met on October 13 and October 28, 2010 to review Operating and Non-Operating Revenues and Expenses. The Draft 2011 Budget presented at this meeting represents the information discussed by the Budget Committee.

UNFINISHED BUSINESS

2011 Budget – The Draft 2011 Budget (*File 11/4/10, 2011 Budget*), was extensively reviewed. Non-Operating Expenditures were reviewed line by line. Based on water tap sales for 2009 and 2010, the Board directed Staff to reduce the Plant Investment Fee line item for 2011 to reflect the anticipated sale of only 30. Operating Expenditures and Revenues had been reviewed in depth at the October 7, 2010 Meeting.

Director Hassler moved to set the FY 2011 Budget Public Hearing for December 2, 2010 at 5:00 p.m., and to post and publish the Budget as per Statute. Director Genova seconded and the motion passed unanimously.

Cost of Service Analysis and Water Rates – Manager Tooker stated that based on the Cost of Service Analysis indicating the District's cost to produce water is more than the rate charged and with a 2011 budgeted shortfall in Operating Revenues of \$381,625, a proposed new rate structure will be presented to the Board at the December 2, 2010 Meeting. The Board will consider the rate structure following conclusion of the Budget Public Hearing.

NEW BUSINESS

Bank Account Updates and Signature Cards – Manager Tooker presented signature documents from Alpine Bank, American National Bank and Palisades National Bank. Wire Transfer Authorization Resolutions will be available at the December 2, 2010 Meeting. Director Genova moved to authorize Board member signatures on the documents presented. Director Peck seconded and the motion passed unanimously.

Accountant Foster left the meeting at 7:35 p.m.

Policy #420 Water Usage Fees – Delinquency Fee – Paragraph 12.8 – Manager Tooker requested review and possible amendment of the Delinquency Fee be scheduled for discussion at a future Policy Committee meeting. The Board concurred.

Holiday Ham or Turkey – Director Genova moved to continue the District’s long-standing tradition to provide each employee and Board Member with a ham or a turkey at Thanksgiving or Christmas. Director Hassler seconded and the motion passed unanimously.

Purchase of 18 Shares of GVIC – Manager Tooker reported that the District purchased 18 additional Grand Valley Irrigation shares.

PERSONNEL

Manager’s Evaluation – By consensus the Board postponed the Manager’s Evaluation until the December 2, 2010 Meeting.

ADJOURNMENT

Director Genova moved to adjourn the meeting. Director Hassler seconded and the motion passed unanimously. The meeting was adjourned at 8:10 p.m.

ATTEST:

Robert Burger

Alan Hassler

Doralyn Genova

Dale Peck

Robert Norman