

**MINUTES OF BOARD OF DIRECTORS MEETING
CLIFTON WATER DISTRICT
THURSDAY, JULY 3, 2014**

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

STAFF MEMBERS PRESENT: Dale Tooker; David Reinertsen; Brian Sheley;
Angie Beebe

REGULAR MEETING

Chairman Hassler called the Regular Meeting to order at 5:05 p.m.

MINUTES OF THE MAY 1, 2014 REGULAR MEETING

Director Genova moved to approve the June 5, 2014 Regular Meeting Minutes as submitted. Director Peck seconded the motion. Director Burger's name was incorrect on page 5 of 5, Policy and Standards Committee. The motion to approve with the correction passed unanimously.

FINANCIAL REPORT AND ACCOUNTS PAYABLE

Director Genova moved to accept the Financial Report and Approve Accounts Payable Regular Checks of \$158,889.17 plus Benefits Checks of \$17,795.01 plus Supplemental Checks of \$108,708.11 for a total of \$285,392.29. Director Burger seconded the motion. The Board reviewed the Statement of Cash Flow and noted the Total Decrease of \$357,293.90 due to Expenses for the MF/UF Project that have not been submitted for reimbursement. The Board questioned if there was a problem closing the Colorado National Bank account because of the continued Cash in Checking of \$13.00 at Colorado National Bank. Staff will complete the closing of the account which will be represented in the July Financials presented in September.

MANAGER'S REPORT

Manager Tooker presented the Manager's Report (7/3/14 File) for May 2014. Distribution System Overtime was discussed with Manager Tooker providing additional detail for the causes of the overtime.

INFORMATIONAL REPORTS

Lockbox Preliminary Cost Benefit Summary Report – The Board reviewed the Informational Report (7/3/14 File, 2014 Informational Reports). Manager Tooker identified the benefits observed from using the Lockbox process and also discussed the various payment methods used by Customers. A follow up Report will be provided to summarize three full months of the Lockbox process.

EXPRESS AGENDA

Director Burger moved to discuss 3178 ½ E Road (Account #009191000) – Workout Agreement/Notice of Lien as Unfinished Business and further approve the remaining Express Agenda items as submitted. Director Peck seconded the motion. The approved Express Agenda items are as follows:

Exclusion Request – Roger Cochran (Tax Parcel #2967-133-00-195) – The completed property exclusion request package (7/3/14 File, Cochran Exclusion) was delivered to District counsel on May 15, 2014 for final processing through the court. Completed Court documents have not yet been received by District counsel.

UNFINISHED BUSINESS

3178 ½ E Road (Account #009191000) – Workout Agreement/Notice of Lien – Manager Tooker reported that the Customer Ms. Anderson, decided not to accept and sign the Workout Agreement (7/3/14 File, 2014 Staff Reports, Customer File) because of her concern that the full Past-Due amount would be due upon any property transfer. Director Genova moved in accordance with the District's rights under C.R.S. 32-1-1101(e), certify to the Mesa County Treasure the Lien of the Past-due water balance for collection in the same manner that property taxes are collected. Director Peck seconded the motion. The Board discussed notifying the Clifton Sanitation District of the District's intention and insuring they were also in favor of the action. After discussion, the motion passed unanimously.

Project 2014-01 F 5/8 Main Line Upgrade –Construction Contract Award – Assistant Manager Reinertsen reviewed the Staff Report (7/3/14 File, 2014 Staff Reports, Project 2014-01) and Bid Opening Results recommending award to Dirtworks Construction, LLC having the lowest bid of \$99,995.40. Director Burger moved to award Project 2014-01 F 5/8 Main Line Upgrade to Dirtworks Construction, LLC for \$99,995.40 with an additional \$15,000 allowed for contingency. Director Peck seconded the motion. The Board discussed the Staff information, Austin Civil Group's evaluation and the District's experience with Dirtworks Construction, LLC. After the discussion, the motion passed unanimously.

Project 2014-02 Design Proposal GVICo Check Structure – Contract Approval – The Board reviewed the Staff Report, the Applegate Design Proposal and Design Services Agreement (7/3/14 File, 2014 Staff Reports, Project 2014-02). Director Genova moved to approve the Design Proposal and the Design Services Agreement with Applegate Group for a total of \$31,600 to begin the design of a GVICo Check Structure and further authorizing the Manager to sign the Agreement. Director Peck Seconded the motion. The Board discussed the Agreement pertaining to a TABOR concern and requested Staff to have the District listed as an additional insured on Applegate's Commercial and General Liability. After discussion, the motion passed unanimously.

Project 2008-02 MF/UF – The Board discussed holding a Ground Breaking Ceremony for the MF/UF Project. It was consensus of the Board to schedule the Ground Breaking Ceremony for Friday, August 1, 2014 at 3:00 pm.

Director Norman left the meeting at 6:15 pm.

NEW BUSINESS

Public Trust Doctrine – The Board discussed the Staff Report (7/3/14 File, 2014 Staff Reports) and a proposed Resolution concerning legislative activities and Public Doctrine initiatives. Chairman Hassler, Director Norman and Staff plan on attending a meeting scheduled at Ute Water and will provide information to the Board at the next meeting. No action was taken.

Personnel – Manager Tooker discussed various Staffing needs including a Human Resources Clerk and Distribution positions. The Personnel Committee will convene to continue discussing Staffing needs.

ADJOURNMENT

By consensus the Board adjourned the July 3, 2014 Regular Meeting at 7:28pm.

ATTEST:

Alan Hassler

Dale Peck

Doralyn Genova

Robert Norman

Robert K. Burger