

**MINUTES OF BOARD OF DIRECTORS MEETING  
CLIFTON WATER DISTRICT  
THURSDAY, NOVEMBER 6, 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; Angie Beebe; Brian Sheley

**GUESTS PRESENT:** None

**REGULAR MEETING**

Chairman Hassler called the Regular Meeting to order at 5:02 p.m. Director Hassler added the following items to New Business: Reschedule January 1, 2015 Regular Board Meeting; and, Distribution Repair and Maintenance 2014 Budget Item discussion.

**DIRECTOR RESIGNATION**

Director Robert Norman notified Chairman Hassler and the other Directors that he no longer resides within the District Service Boundary and therefore resigns his position as Director and Board Secretary effective immediately. He presented the September 4, 2014 Execution Session recording tape to Chairman Hassler for handling until the final disposition date of December 4, 2014. The Board expressed their gratitude to Mr. Norman for his dedicated and valued service to the District. The Board discussed the value Mr. Norman has demonstrated to the Budgeting process by serving on the Budget Committee. Committee Director Genova moved to appoint Mr. Norman as a non-voting Subject Matter Expert for the remainder of the District's 2015 Budget Cycle. Director Peck seconded the motion which passed unanimously.

Project 2008-02 MF/UF – At 5:15 p.m., the regular Board Meeting was paused and Manager Tooker led the Board on a tour of the construction project. Mr. Doug Linder, the Onsite Project Inspector for Carollo Design Build Group (CDBG), was available for clarification of construction status and techniques. Manager Tooker reviewed the project schedule and contract performance status.

The Regular Board Meeting was reconvened at 5:45 p.m., at which time Mr. Norman exited the meeting.

**MINUTES OF THE OCTOBER 2, 2014 REGULAR MEETING**

Director Genova moved to approve the October 2, 2014 Regular Meeting Minutes as presented. Director Peck seconded the motion. The motion to approve passed unanimously.

---

## **FINANCIAL REPORT AND ACCOUNTS PAYABLE**

Director Genova moved to Approve Accounts Payable Regular Checks of \$136,530.46 plus Benefits Checks of \$20,461.99 plus Supplemental Checks of \$449,811.71 plus Special Checks of \$86,902.00 for a total of \$693,706.16. Director Peck seconded the motion. The Board asked several questions of Staff for clarification of the reporting of the Merchant Fees collected and the related payment to Collector Solutions. Manager Tooker stated that Staff would provide a future Informational Report regarding the processing of the fees and payments pertaining to the credit card convenience fees collected. The Board identified the year-to-date revenue from the Clifton Sanitation District billing process is 50% of the projected value and questioned the delay in receiving funds. Staff clarified there is a time lag from the preparation of the quarterly invoice and subsequent payment from the Sanitation District which does show on the Profit and Loss Statement. The motion passed unanimously.

## **MANAGER'S REPORT**

Manager Tooker presented the Manager's Report (*9/4/14 File*) for September 2014.

## **EXPRESS AGENDA**

Director Burger moved to approve the Express Agenda items. Director Genova seconded the motion. The motion passed unanimously approving the Express Agenda items as follows:

Project 2014-01 F 5/8 Road Main Line Upgrade – Final Payment – Final payment was made on October 17, 2014 to Dirtworks Inc. Project 2014-01 is complete and closed out.

Mesa County D Road Reconstruction Project – 10” Main Line Upgrade – The District has secured the services of MA Concrete Construction Company to replace approximately 550 feet of 10” AC water line with new 10” PVC water line in D Road east of the intersection with 32 Road prior to the start of the Mesa County D Road Reconstruction Project. The first phase of this project (550 feet) will take place in 2014 with the remainder being completed in 2015. Mesa County is rebuilding the road profile to accommodate the increased truck traffic resulting from the two gravel pit operations located at 32 ½ and D Roads. The remaining 800 feet of 10” AC water line will be replaced during the 2015 Phase 2 road reconstruction activities.

Certification of Past Due Water Balance to Mesa County Treasurer 3178 ½ E Road – Successful certification of the Past Due Water Balance for 3178 ½ E Road, Parcel ID 2943-104-03-018 was completed and accepted by the Treasurer on October 24, 2014.

## **UNFINISHED BUSINESS**

2015 Budget – A Draft of the 2015 Budget Worksheet and Budget Narrative was provided to the Board for review and discussion. The Operating Revenue and Operating Expense projections were reviewed by the Budget Committee. The Budget Committee identified and is

---

recommending a Water Rate increase for 2015 which is represented as a \$220,076 increase in 2015 Water Revenues. Manager Tooker identified and reviewed the Operating sections of the Budget and discussed line items that had increased or decreased from 2014. The Budget Committee and Staff will continue development of the Labor and Non-Operating components of the Budget for presentation at the December 4, 2015 Regular Board Meeting. No Board action required at this time.

Colorado Mesa University Out-of-District Service Request Status – Staff notified the Board a funding request made by Colorado Mesa University Energy Impact funds was approved and the process to begin the design is being led by the City of Grand Junction Engineering Department. Finalization of the University's request of Out-of-District water service will be brought to the Board at a future Board Meeting once the initial design parameters are developed. Information only, no Board action required at this time.

### **NEW BUSINESS**

Water Rates 2015 – Manager Tooker presented a Cost of Service Analysis that provided the basis for the 2015 Water Rate recommendations. The Budget Committee identified the need to offset the new Debt Service and to maintain the collection of Depreciation/Replacement Expense. The Board discussed the proposed Water Rate increase. The proposed Water Rate increase would increase the monthly bill \$1.40/month of a Customer using an average of 7,000 gallons from \$32.40 to \$33.80. Information only, final adoption of the proposed 2015 Water Rates will be presented for formal adoption at the December 4, 2014 meeting. If passed at the December Meeting, notices will be sent to each Customer in their December Bill.

Board Position Reorganization – Director Peck moved to appoint Director Burger as the Board Secretary. Director Genova seconded the motion which passed unanimously. Chairman Hassler noted the appointment of Director Burger as the Secretary of the Board and presented the Executive Session recording tape from the September 4, 2014 Board Meeting for safe keeping and ultimate disposition.

Reschedule January 1, 2015 Regular Meeting Date – Director Burger identified that the schedule for the Regular Meeting of the Board for January 2015 will be on January 1, 2015 which is a recognized District Holiday. Director Genova moved to change the January 1, 2015 Regular Meeting of the Board of Directors to January 8, 2015, starting at 5:00 p.m. Director Peck seconded the motion which passed unanimously.

Distribution Repair and Maintenance 2014 Budget Item – Manager Tooker reported to the Board that the Distribution 2014 Budget Line Item, Repair and Maintenance, has exceeded the internal allocations due to the numerous service and main line repairs experienced to date. Manager Tooker stated the Repair and Maintenance Line Budget included funds (\$150,000) for painting of the three million gallon storage tank which will not be completed. Manager Tooker requested Board consensus to internally reallocate the funds within the same line item to be used to offset the increased expenses observed in repairs. It was Board consensus to agree with the Manager's request.

---

**EXECUTIVE SESSION – Developing Strategy for Negotiations 24-6-402(4)(e) and Personnel Matters 24-6-402(4)(f) C.R.S.**

Director Genova moved to enter into Executive Session for the purpose of Developing Strategy for Negotiations under 24-6-402(4)(e) and to discuss Personnel Matters under 24-6-402(4)(f) C.R.S. Director Burger seconded the motion. The motion passed unanimously. The Board entered Executive Session at 7:48 p.m.

Director Genova moved to exit the Executive Session. Director Burger seconded the motion. The motion passed unanimously. The Board exited the Executive Session at 8:08 p.m.

Director Genova moved to have Staff submit all items relating to the homeowner claim filed as a result of the District's October 2, 2014 main line break on F ½ Road to the District's property and liability insurance carrier and to settle the claim within the Policy coverages. Director Peck seconded the motion. The motion passed unanimously.

**MANAGER'S EVALUATION**

It was Board consensus to move this item for consideration at the December 4, 2014 Regular Board Meeting.

**ADJOURNMENT**

Director Burger moved to adjourn the Regular Meeting at 8:15 p.m. The motion carried unanimously.

**ATTEST:**

---

Alan Hassler

---

Dale Peck

---

Doralyn Genova

---

Robert K. Burger