

**MINUTES OF BOARD OF DIRECTORS MEETING
CLIFTON WATER DISTRICT
THURSDAY, DECEMBER 3, 2015**

BOARD MEMBERS PRESENT: Dale Peck, Chairman; Doralyn Genova, Treasurer;
Melvin Diffendaffer, Director

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

PUBLIC HEARING

Chairman Peck called to order the Public Hearing at 5:00 p.m. regarding the District's Proposed FY2016 Budget, in accordance with C.R.S. 29-1-106 *Et.Seq.* The Notice of Public Hearing (12/3/15 File, 2016 Budget File, Daily Sentinel Legal Notices file) was confirmed as published in the Grand Junction Daily Sentinel in accordance with C.R.S. 29-1-106(3)(a). Manager Tooker reported that no comments have been received regarding the Proposed Budget from members of the public. No members of the public were present. Chairman Peck closed the Public Hearing at 5:01 p.m.

REGULAR MEETING

Chairman Peck called the December 3, 2015 Regular Meeting to order at 5:02 p.m. He noted that Directors Burger and Sparks have excused absences from the Public Hearing and the Regular Board Meeting.

MINUTES OF THE NOVEMBER 5, 2015 REGULAR MEETING

Director Genova moved to approve the November 5, 2015 Regular Meeting Minutes. Director Diffendaffer 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 \$112,725.06 plus Benefits Checks of \$19,774.06 plus Supplemental Checks of \$44,157.24, plus Board Payroll Checks of \$4,679.25 for a total of \$181,335.61. Accounting Tech Beebe informed the Board that, due to Annual Leave taken by the Accounting Tech in November, Regular Accounts Payable checks were printed a little earlier than usual. This resulted in more than one Accounts Payable check being printed for certain vendors, in order that they be paid correctly and on time. Director Diffendaffer seconded and the motion passed unanimously.

MANAGER'S REPORT

Manager Tooker reviewed the October and Year-To-Date water production/sales numbers. He identified lower water sales in 2015 compared to 2014 values and attributed a portion of the reduction to mild weather conditions of late September through October of this year. Information only, no Board action identified or taken.

INFORMATIONAL REPORT

Project 2008-02 MF/UF Status Report – Manager Tooker reported that the Contractor is finalizing remaining ‘punch list’ items. He also identified some items as manufacturer warranty items and not contract “punch list” items. Manufacturer warranty items are for those components that have been in operation since water production began in June.

Effluent Manifold Emergency Action Update – Manager Tooker reported that the manifold has been installed, however, additional stainless steel bolts have been ordered. As soon as they arrive and are installed, final pressure testing of the manifold can take place. Once the testing is completed satisfactorily, the manifold and pumps can be placed back in service.

Project 2015-03 Water Treatment Plant Emergency Generator – Manager Tooker reported that the new slab construction is complete and the electrical contractor will begin installation of new electric conduits portion of the project between the Phase II Building and the original treatment plant within the next few weeks. The new generators are scheduled for on-site delivery and placement after the first week of January 2016.

EXPRESS AGENDA

Director Genova moved to approve the Express Agenda items. Director Diffendaffer seconded the motion which passed unanimously. The Express Agenda (*File 12/03/2015*) items are as follows:

Whitewater Hill Training Facility – Waterline Construction – The City of Grand Junction’s contractor, Sorter Construction, completed installation of the three (3) new fiberglass underground storage tanks. Work continues on the new booster pump station. All work is scheduled to be complete by the end of December, 2015.

UNFINISHED BUSINESS

2016 Budget – Manager Tooker presented the Proposed 2016 District Budget. He reviewed the Final 2016 Budget Explanation with the Board, clarifying those identified items that show increases and decreases as compared to the 2015 budgeted expenditures. After discussion, it was Board consensus to set formal adoption of the 2016 District Budget at a Special Board Meeting once minor identified changes have been made to the documents.

2016 Plant Investment Fee – Manager Tooker reviewed the current Plant Investment Fee Structure and recommended Board consideration of increasing the Plant Investment Fee for the standard 3/4” x 5/8” water service to \$6,500. After discussion, the Board agreed with the recommendation, however, an incremental implementation of the increase was determined as Board preference. Director Genova moved to increase the Plant Investment Fee for the standard 3/4” x 5/8” water service \$500 to a total of \$5,500, effective January 1, 2016. Director Diffendaffer seconded the motion which passed unanimously.

Project 2015-01 F ½ Waterline Upgrade – Assistant Manager Reinertsen reported that all project work has been completed and is ready for final payment. Staff and the Board discussed construction performance issues as they pertained to comments published in the local newspaper. Director Genova moved to authorize Staff to advertise for Final Payment at the January 7, 2016 Board Meeting. Director Diffendaffer seconded the motion which carried unanimously.

James M. Robb-Colorado River State Park – Manager Tooker reported that he received the Preliminary Lease documents and they are being reviewed. Information only, no Board action required at this time.

NEW BUSINESS

Special Meeting – December 17, 2015 to Adopt 2016 District Budget – Direct Genova moved to hold a Special Meeting at 5:00 pm on Thursday, December 17, 2015 to adopt and sign the required paperwork for the District’s 2016 Budget. Director Diffendaffer seconded the motion which passed unanimously.

ADJOURNMENT

Director Diffendaffer moved to adjourn the meeting at 7:20 p.m. The motion passed unanimously.

ATTEST:

Dale Peck

~~-Excused-~~

Stan Sparks

Doralyn Genova

~~-Excused-~~

Robert K. Burger

Melvin Diffendaffer