

**MINUTES OF BOARD OF DIRECTORS MEETING
CLIFTON WATER DISTRICT
THURSDAY, OCTOBER 1, 2015**

BOARD MEMBERS PRESENT: Dale Peck, Chairman; Stan Sparks, Vice-Chairman;
Doralyn Genova, Treasurer; Robert K. Berger, Secretary;
Melvin Diffendaffer, Director

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

REGULAR MEETING

Chairman Peck called the October 1, 2015 Regular Meeting to order at 5:05 p.m.

MINUTES OF THE SEPTEMBER 3, 2015 REGULAR MEETING

Director Genova moved to approve the September 3, 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 \$94,490.56 plus Benefits Checks of \$19,961.96 plus Supplemental Checks of \$213,069.44, plus Special Checks of \$20,672.02 for a total of \$348,193.98. The Board inquired about the payment to Century Equipment Company and if the expense was for the loader jointly owned with the Clifton Sanitation District. Manager Tooker identified the payment was for repair and service costs for one of the District's backhoes and not the loader. Director Burger seconded and the motion passed unanimously.

MANAGER'S REPORT

Manager Tooker presented the Manager's Report for August 2015 (*File 08/06/2015*). Manager Tooker highlighted year-to-date water production and water sales. Through August 2015, the District has experienced 6% lower water sales than the same time frame the previous year.

INFORMATIONAL REPORT

Effluent Manifold Emergency Action Update – Manager Tooker provided a status update regarding progress towards performing the emergency repairs to the effluent manifold. The piping, valves, and pipe supports have been ordered. Scheduling is underway to utilize the onsite PCL construction crew on a Time and Materials basis without affecting completion performance of the remaining MF/UF project items. Updates will be provided to the Board as they develop.

EXPRESS AGENDA

Director Burger moved to approve the Express Agenda items. Director Genova seconded the motion which passed unanimously. The Express Agenda (*File 10/01/2015*) items are as follows:

Project 2014-01 Phase 2 (F 5/8) Final Payment – Final payment (*File Project 2014-01*) was made on September 24, 2015 to Dirtworks Construction, LLC. Project 2014-01 Phase 2 is complete and closed out.

Project 2015-01 F ½ Water Line Upgrade – The Contractor has completed the installation of the 6” water line upgrade and customer service change-outs on the 32 Road portion of the project. The new 6” water line has been installed on the F ½ Road portion of the project. Customer service change-outs are in progress on that project portion. Contractor is on schedule and completion prior to the contractual end date of November 6, 2015 is anticipated.

UNFINISHED BUSINESS

Project 2008-02 Update (MF/UF) – Manager Tooker briefed the Board with an update of the current status of the project. As reported in the Financials by the end of September the District will have utilized 100% of the 2014 CWPDA Loan and will begin using District Reserves to pay the remaining contract value. Staff is recommending a delay of the Open House until all activities of the Project are complete. A date in 2016 will be selected. No action was requested.

James M. Robb-Colorado River State Park – Manager Tooker reported that Mr. Firmin with the Colorado State Parks had been out of the office and had not worked on the Agreement with the District. Manager Tooker has also had the opportunity to speak with Michael McGuire a bordering property owner, pertaining to the proposal the Board is considering. The discussion was productive and Mr. McGuire offered additional suggestions for conditions the District may consider.

FY 2016 Budget – The Budget Committee and Manager Tooker presented the Draft 2016 Budget. The information provided is preliminary while Staff completes the Departmental Budget Projections. The Budget Committee identified they were evaluating a number of Rate Scenarios and will be recommending a Water Rate increase for 2016 to recover the projected increases in Operational Expense due to the newly constructed MF/UF Facility. The Board discussed the possible Rate increases and asked the Budget Committee to refine the 2016 Budget and present Rate recommendations at the November Meeting. No action was taken.

NEW BUSINESS

Project 2015-03 Generator Purchase – Manager Tooker presented a Staff Report for Project 2015-03 Water Treatment Plant Emergency Generator. Director Genova moved that Project 2015-03 be awarded to Cummins Rocky Mountain for one 750 kW Generator for the MF/UF Facility based upon Staff’s recommendations and the Bid Evaluation performed by Carollo Engineering and Staff that Bid Alternative 1 for a 750 kW generator meets an expanded District

need for emergency power for the MF/UF Facility and Cummins Rocky Mountain was the lowest bidder for Alternate Bid 1 meeting all of the conditions of the Bid. In addition, because of the favorable bid climate and taking advantage of the reduced pricing, the District should purchase an additional 750 kW generator of the same make and model to replace the existing generator for the Pretreatment and Main Processing Facilities and that both purchases are fully funded by existing FY 2015 Budget appropriations.

SDA Conference Debrief – The 2015 Colorado Special District Association’s Annual Conference was held in Keystone, Colorado from September 23rd through September 25th. Directors Peck and Sparks were in attendance and stated the Conference was excellent, presentations were well attended and provided highlights and information obtained from the conference to the Board.

Colorado River District Water Seminar – This year’s annual water seminar was attended by Directors Peck and Diffendaffer and Assistant Manager Reinertsen. The attendees presented relevant information gained at the Seminar. Seminar topics covered weather model predictions concerning the upcoming snow season, Lakes Mead and Powell operational elevation concerns, and the status of California drought conditions and reactions.

3082 ½ Meadowvale Court Leak – Assistant Manager Reinertsen briefed the Board regarding a recent incident that occurred during a service line repair at 3082 ½ Meadowvale Court. During construction, the resident’s automobile was sprayed with water and mud as the leak was exposed. It was Board consensus for Staff to provide for cleaning of the vehicle.

Staff members Reinertsen, Sheley, and Beebe exited the meeting at 6:55 pm.

EXECUTIVE SESSION

Manager’s Evaluation – At 7:05pm, Director Burger moved to go into Executive Session, as per C.R.S. 24-6-402 (4)(f) for the purposes of conducting the Manager’s Evaluation. Director Genova seconded and the motion passed unanimously. Directors Peck, Burger, Sparks, Genova and Diffendaffer were present, along with Manager Dale Tooker. After a brief discussion, Manager Tooker exited the Executive Session at 7:10 p.m. Manager Tooker returned to the Executive Session at 7:20 p.m. The Board requested that Manager Tooker provide to the Board a copy of his 2014 Performance Review, a 2015 Summary Report and his Goals for 2016.

The Board adjourned the Executive Session at 7:26 p.m. Directors Peck, Burger, Sparks, Genova and Diffendaffer were present, along with Manager Dale Tooker.

ADJOURNMENT

Director Diffendaffer moved to adjourn the meeting at 7:28p.m. Director Genova seconded and the motion passed unanimously

ATTEST:

Dale Peck

Stan Sparks

Doralyn Genova

Robert K. Burger

Melvin Diffendaffer