

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

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

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

GUESTS: Stan Sparks, Board Vacancy Candidate
Pete Firmin, Park Manager James M. Robb-Colorado River State
Park

REGULAR MEETING

Vice-Chairman Peck called the September 3, 2015 Regular Meeting to order at 5:10 p.m.

Vice-Chairman Peck noted that Director Burger was excused from this meeting.

MINUTES OF THE AUGUST 6, 2015 REGULAR MEETING

Director Genova moved to approve the August 6, 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 \$205,240.26 plus Benefits Checks of \$21,207.44 plus Supplemental Checks of \$378,267.35, for a total of \$604,715.05. Director Diffendaffer seconded and the motion passed unanimously.

OATH OF OFFICE FOR DISTRICT DIRECTOR

Vice-Chairman Peck administered the Oath of Office (*File 9/3/2015*) to Stan Sparks. The Oath of Office was signed and notarized for the Record.

Text of the Oath of Office:

*OATH OF OFFICE
32-1-901, C.R.S.
STATE OF COLORADO,
MESA COUNTY*

CLIFTON WATER DISTRICT

I, Stan Sparks , will faithfully support the Constitution of the United States and of the State of Colorado, and the laws made pursuant thereto, and will faithfully perform the duties of the office of Director of the Clifton Water District upon which I am about to enter.

GUEST PRESENTATION

Pete Fermin, Park Manager of the James Robb Colorado River State Park presented information to the Board of the proposed Habitat Restoration and Water Fowl Hunting area that would adjoin the District's North property heading east of the driveway to the Colorado River. Mr. Fermin was seeking Board feedback and feasibility of establishing an access point and small parking area east of the District Administration Office. Mr. Fermin informed the Board that working with the District to identify certain conditions of use, such as; reservations only, youth hunting area, Saturday and Sunday use only, fencing, signage, porta-toilet, property damage, safety, officer patrols, and, contract review, could be worked into the official plan.

Mr. Fermin exited the meeting at 6:05 p.m.

REORGANIZATION OF THE BOARD

With the recent resignation of Director (Board Chairman) Hassler and the appointment of Director Sparks, the Board discussed assignment of the organization's slate of officers. Director Genova moved to nominate Director Peck as the Board's President and Chairman along with the following slate of Officers:

Vice-President / Vice-Chairman:	Director Sparks
Treasurer:	Director Genova
Secretary:	Director Burger
Director:	Director Diffendaffer

Director Sparks seconded, and the motion passed unanimously. (*File 9/3/2015*):

After a brief discussion, it was the Board's consensus for the following committee assignments (*File 9/3/2015*):

Budget Committee:	Directors Peck and Diffendaffer
Construction Committee:	Directors Peck and Sparks
Personnel Committee:	Directors Burger and Sparks
Policy and Standards:	Directors Burger and Genova
Water Rights:	Directors Peck and Diffendaffer

MANAGER'S REPORT

Manager Tooker presented the Manager's Report for July 2015 (*File 08/06/2015*). Manager Tooker highlighted year-to-date water production and water sales. Through July, 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 valves have been ordered and scheduling is underway to utilize the onsite PCL construction crew without affecting completion performance of the remaining MF/UF project items. Updates will be provided to the Board as they develop.

EXPRESS AGENDA

Director Genova moved to approve the Express Agenda items. Director Diffendaffer seconded the motion which passed unanimously. The Express Agenda (*File 09/03/2015*) items are as follows:

Project 2015-01 F ½ Waterline Upgrade Project – The contractor, CW Construction, LLC was issued the Notice to Proceed on August 26, 2015. The pre-construction meeting was held on August 28, 2015 with onsite work scheduled to begin Monday, August 31, 2015. By contract, all work must be complete by November 6. The contractor’s schedule identifies all work to be complete by the first week of October.

Annual Colorado River District Water Seminar, September 10th – Included in the Board Packet is the agenda for the Colorado River District’s Annual Water Seminar, to be held at the Two Rivers Convention Center, located in Grand Junction. If interested, please let Assistant Manager Reinertsen know so that reservations can be made. This year’s topic theme is “Will What’s Happening in California Stay in California?”

Colorado Mesa University Law Enforcement Training Center Project – The City of Grand Junction accepted bids for the construction of the Training Center infrastructure on August 18, 2015. Sorter Construction was the apparent low bidder at a price of \$266,308.00. The City of Grand Junction plans to award the contract on September 2, 2015 with construction scheduled to start by the September 14, 2015, with completion slated for mid-November. Total value of the water infrastructure improvements will be \$519,629.00.

UNFINISHED BUSINESS

Project 2008-02 Update (MF/UF) – Manager Tooker briefed the Board with an update of the current status of the project. Substantial completion still has not been approved due to ongoing SCADA system conflicts and incomplete status of the membrane cleaning system. The new plant components have reached 95% functionality. Water Treatment Plant staff continues to physically operate the Treatment Plant 24 hours a day, 7 days a week. Until the SCADA alarm conflicts and operational parameters are corrected 24 hour staffing will continue. Manager Tooker stated that Liquidated Damages may be sought to recover the overtime labor expense resulting from operation of the Treatment Plant on a 24 hour basis.

Project 2014-01, Phase 2 (F 5/8) – Final Completion – Assistant Manager Reinertsen reviewed the Final Cost Summary Staff Report with the Board. Final project costs were identified and construction is 100% complete, totaling \$223,696.28. Final Payment has been advertised and no payment contest notices were received. The Project is now considered final and complete. Director Genova moved to authorize Final Payment of the withheld retainage of \$20,672.02 at this time. Director Diffendaffer seconded and the motion passed.

2016 FY Budget – Manager Tooker presented the preliminary 2016 Budget Worksheet. The Budget Committee will begin to work on the Budget and no action was requested.

NEW BUSINESS

Board Member Committee Assignments – This item was addressed earlier in the meeting. No further action was taken.

James M. Robb-Colorado River State Park Informational Report – It was the consensus of the Board that the District would be receptive to allowing an access point to the proposed Water Fowl Hunting Area as proposed by Mr. Fermin on the condition that the District could identify use conditions that would protect the safety of the District customers and employees and prevent property damage. The Board directed Manager Tooker to work with Mr. Fermin to develop a detailed proposal and parking area easement/lease that would meet the conditions of the District.

Manager’s Evaluation – Chairman Peck distributed copies of a proposed format for performing the Manager’s Evaluation. Board members were asked to review and consider beginning the process at the next Regular Board Meeting (October 1, 2015).

ADJOURNMENT

Director Diffendaffer moved to adjourn the meeting at 7:15 p.m. The motion passed unanimously.

ATTEST:

Dale Peck

Stan Sparks

Doralyn Genova

Excused
Robert K. Burger

Melvin Diffendaffer