

**MINUTES OF BOARD OF DIRECTORS MEETING
CLIFTON WATER DISTRICT
THURSDAY, AUGUST 4, 2016**

BOARD MEMBERS PRESENT: Dale Peck, Chairman; Stan Sparks: Vice-Chair; Melvin Diffendaffer, Secretary; Doralyn Genova, Treasurer

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

GUEST PRESENT: Edward 'Dan' McElley, Director Vacancy Candidate; Bret Guillory, Pending New District Employee

REGULAR MEETING

Chairman Peck called the August 4, 2016 Regular Meeting to order at 5:00 p.m.

MINUTES OF THE JULY 7, 2016 REGULAR MEETING

Chairman Peck tabled discussion and approval of the July 7, 2016 Regular Meeting Minutes until the next Regular Board meeting in September.

FINANCIAL REPORT AND ACCOUNTS PAYABLE

Director Genova moved to accept the Financial Report and approve Accounts Payable Regular Checks of \$124,839.41, plus Supplemental Checks of \$26,297.82, plus Benefits Checks of \$16,873.91, plus HRA Disbursements of \$9,308.26, for a total of \$177,319.40. Manager Tooker identified and clarified the HRA Disbursement amount shown as requested by the Board at the June 2016 Regular Board Meeting. Director Diffendaffer seconded and the motion passed unanimously.

OATH OF OFFICE

Chairman Peck administered the Oath of Office and installed Edward 'Dan' McElley to the Board of Directors for a two year term (until the next Regular Board election cycle in May 2018). Director McElley signed the Oath of Office.

BOARD REORGANIZATION

Chairman Peck reviewed the current officer and committee assignments. After discussion, Director Sparks moved to maintain the current slate of officers, Dale Peck as Chairman, Stan Sparks as Vice Chairman, Doralyn Genova as Treasurer, Melvin Diffendaffer as Secretary, and Dan McElley as Director. Director Genova seconded and the motion passed unanimously.

Director Genova moved to assign Board Members to the following committees:

Budget	Dale Peck / Melvin Diffendaffer
Construction	Dale Peck / Stan Sparks
Personnel	Dale Peck / Dan McElley
Policy and Standards	Doralyn Genova / Stan Sparks
Water Rights	Melvin Diffendaffer / Dan McElley

Director McElley seconded and the motion passed unanimously.

MANAGER'S REPORTS

Manager Tooker reviewed the various components of the Manager's Report for new Director McElley's benefit. Manager Tooker highlighted the water quality report explaining the monthly observed changes as well as July information with July 2015 reported data.

EXPRESS AGENDA

Director Genova moved to approve the Express Agenda items. Director Diffendaffer seconded the motion which passed unanimously. The Express Agenda items are as follows:

SDA Annual Conference – This year's SDA Annual Conference is being held in Keystone, Colorado. The SDA University is Wednesday, September 21 with the remainder of the Conference on Thursday, September 22 and Friday, September 23. A preliminary conference agenda is included in the Board Packet. Please notify David Reinertsen by August 10, 2016 if you wish to attend the Conference, and which nights you would like lodging reservations.

DRIP Booth at the Mesa County Fair – A total of six District Staff members provided coverage for a number of time slots at the DRIP Booth at the Mesa County Fair from Tuesday, July 12 through Saturday, July 16, 2016. The DRIP presence at the Mesa County Fair was an effort to continue the public awareness campaign and to provide the valuable community service of free chilled water to Fair attendees.

UNFINISHED BUSINESS

Project MFUF 2008-02 – Final Payment – Manager Tooker reviewed his Memo to the Board regarding Project 2008-02 MFUF-Final Completion. He stated that the District received no payment response requests resulting from the Final Payment advertising in the Daily Sentinel on July 19, 24, and 26, 2016. Director Genova moved that subject to C.R.S. 38-26-107(1), the Board accepts the Final Completion, Final Settlement request by the Carollo Design Build Group and authorizes Payment of \$15,000 for Contract Pay Application #24 and release of the remaining \$30,000 held in contract retainage subject to the conditions set forth in Resolution 2016-05 dated July 7, 2016. Director Sparks seconded and the motion carried unanimously.

Project 2016-01 – F ½ Road Main Line Upgrade/Replacement Project – Assistant Manager Reinertsen presented the Staff Report to the Board. Director Genova moved to re-authorize Staff to proceed with development and issuance of the Construction Bid Documents for Project 2016-01, F ½ Road Main Line Upgrade/Replacement Project. Director Diffendaffer seconded and the motion carried unanimously.

Project 2016-02 – 34 Road Main Line Upgrade/Replacement Project – Assistant Manager Reinertsen presented the Staff Report to the Board. Director Genova moved to re-authorize Staff to proceed with development and issuance of the Construction Bid Documents for Project 2016-02, 34 Road Main Line Upgrade/Replacement Project. Director Diffendaffer seconded and the motion carried unanimously.

NEW BUSINESS

Designate Person to Prepare 2017 Budget – By statute the Board must appoint an individual to prepare the 2017 Budget. Director Diffendaffer moved to designate Manager Tooker as the person to prepare the 2017 District Budget. Director Sparks seconded the motion which passed unanimously.

Designate Colorado Special District's Property & Liability Pool Representative – Director Diffendaffer moved to designate Chairman Peck as the District's representative at the Colorado Special District's Property and Liability Pool Annual Meeting to be held in conjunction with the Colorado Special District's 2016 Annual Conference with Director Sparks assigned in the alternate role. Director Genova seconded and the motion passed unanimously.

Project MF/UF 2008-02 Honors – Manager Tooker reviewed the recent awards the District and the District's Design/Build firm, Carollo Design Build Group, have received for the MF/UF Project. Director Genova moved to authorize Board Chairman Peck and Manager Tooker to represent the District at the Design Build Institute of America (DBIA) National Design Build Project/Team Award ceremony to be held in Las Vegas, NV on November 3, 2016. Director Sparks seconded and the motion passed unanimously.

Director Diffendaffer then moved to reschedule the regular Board Meeting for November to Thursday, November 10, 2016. Director Genova seconded and the motion passed unanimously.

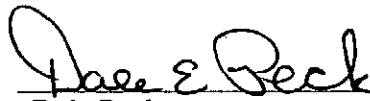
Strategic Planning Report and Major Capital Improvement Plan – Manager Tooker reviewed his Memo to the Board regarding the need to update the District's Strategic Plan and Major Capital Improvement Plan. He identified that the recently hired Assistant Manager of Transmission and Distribution, Bret Guillory will be involved with the development of these plans. The presentation was information only at this time. As the update process is developed, more information will be presented to the Board at future Board Meetings.

Mesa County 32 and E Road Intersection Improvement Project – The Mesa County Public Works Department has begun construction on the improvements to the intersection of 32 and E Roads. Their contractor, United Companies, provided a cost proposal to the District to install the new 6” waterline as shown on the waterline design developed by Olsson and Associates. Director Genova moved to authorize Staff to sign the necessary agreements to complete the work as proposed by United Companies. Director Diffendaffer seconded which passed unanimously.

ADJOURNMENT

The meeting was adjourned at 6:35 p.m. by the Chairman.

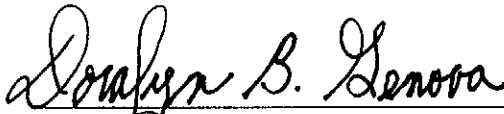
ATTEST:




Dale Peck



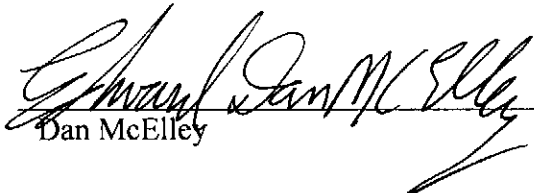
Stan Sparks



Dorahyn Genova



Melvin Diffendaffer



Dan McElley