

**MINUTES OF BOARD OF DIRECTORS MEETING
CLIFTON WATER DISTRICT
THURSDAY, OCTOBER 6, 2016**

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

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

REGULAR MEETING

Chairman Peck called the October 6, 2016 Regular Meeting to order at 5:02 p.m.

MINUTES OF THE SEPTEMBER 1, 2016 REGULAR MEETING

Director Diffendaffer moved to approve the September 1, 2016 Regular Meeting Minutes as submitted. Director Genova seconded and the motion passed unanimously.

FINANCIAL REPORT AND ACCOUNTS PAYABLE

Director Genova moved to accept the Financial Report and approve Accounts Payable Regular Checks of \$164,022.34, plus Supplemental Checks of \$5,795.86, plus Benefits Checks of \$15,660.11, plus HRA Disbursements of \$5,694.89, for a total of \$191,173.20. Angie Beebe pointed out the abbreviated Accounts Payable Regular Check Register that lists the total amount of each check, instead of the total amount and also the amount of each invoice line item. It was the consensus of the Board to use this abbreviated Check Register starting at the next Board Meeting. Manager Tooker explained that the source documents showing payment details will continue to be available at the Board table should questions arise regarding specific invoice payments. Director Diffendaffer seconded and the motion passed unanimously.

MANAGER'S REPORT

Manager Tooker stated there were no irregularities to be pointed out in the August 2016 Manager's Report. He stated there were subtle differences in Water Quality from 2015 to 2016 that are influenced by precipitation and stream flow from the up-river reservoir releases.

EXPRESS AGENDA

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

1. Project 2016-03 – Highway 50 Crossing – Staff received the final, approved Right-of-Way easements from the Bureau of Land Management on Tuesday, September 27, 2016. Bid Document preparation is underway with Bid Advertising to commence the second week of October.

UNFINISHED BUSINESS

FY 2014 Budget – Manager Tooker reviewed water sales history and identified the various components of rate increase scenarios. He stated Staff had evaluated and determined that 2014 represented a more accurate customer annual water usage and more realistic point of comparison for 2017 projections. Previously Budget projections have been made based upon 2010 customer usage. It was Board consensus to use 2014 Customer usage as the baseline to project the 2017 Water Sales Revenue. The Board discussed the preliminary 2017 Revenue requirements and whether or not a Water Rate increase should be considered. Manager Tooker reviewed proposed budget items that showed the greatest percentage increase over the 2016 Budget values. The Board discussed the cost and continuation of infrastructure replacement and repair projects and the impact to the 2017 Budget. The Budget Committee will continue to refine the Budget for final presentation.

Project 2016-01 F ½ Road Main Line Upgrade/Replacement Project – Assistant Manager Reinertsen reviewed the Staff Report regarding bid opening and results for Project 2016-01, with the Board (*File 10-06-16, 2016 Staff Reports*). Two general contractors submitted bids. The Engineer's estimate for the project was \$199,220. Bids amounts ranged from \$231,595.50 to \$247,386.00. Director Diffendaffer moved to direct Staff to reallocate designated project funds within the Upgrade and Replacement category of the General Construction Line Upgrade Budget item in the amount of \$265,000. Director Sparks seconded the motion which passed unanimously.

Director Sparks moved to award the construction contract to Dirtworks Construction, LLC in the amount of \$231,595.50 and authorized Staff to proceed with preparing construction agreement documents for final signatures as required. Director McElley seconded the motion which passed unanimously.

Project 2016-02 34 Road Main Line Upgrade/Replacement Project – Assistant Manager Reinertsen reviewed the Staff Report regarding bid opening and results for Project 2016-02, with the Board (*File 10-06-16, 2016 Staff Reports*). Seven general contractors submitted bids. The Engineer's estimate for the project was \$248,340.00. Bids presented ranged from \$142,192.50 to \$249,593.75. Director Genova moved to direct Staff to reallocate designated project funds within the Upgrade and Replacement category of the General Construction Line Upgrade Budget item in the amount of \$180,000. Director Sparks seconded the motion which passed unanimously.

Director Genova moved to award the construction contract to Eagles Nest Contracting, LLC in the amount of \$142,192.50 and authorized Staff to proceed with preparing construction agreement documents for final signatures as required. Director McElley seconded the motion which passed unanimously.

Request For River Bank Assistance From Adjacent Property Owners – Manager Tooker reported that he, Assistant Manager Reinertsen and Board members Peck and Diffendaffer accompanied a group of the concerned property owners and representatives from the US Army Corp of Engineers, Soil Conservation Service, and Colorado State Parks on a walking tour of the north river bank of the Colorado River, upstream of the area of erosion concern. The various agency representatives identified some options that may be available for the property owners to consider.

Information only, no Board action suggested or required. Staff will update the Board with any new developments regarding this issue.

NEW BUSINESS

SDA Conference Debrief – The 2016 Colorado Special District Association’s Annual Conference was held in Keystone, Colorado from September 20th through September 23rd. Directors Peck, Diffendaffer, 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.

Authorized Banking Signatures – Director Genova moved to approve the ANB Bank Corporate Authorizations and Resolution of Authority authorizing the following Board and Staff as authorized signers and Agents for the District and to sign the ANB Bank signature cards; Chairman – Dale E. Peck, Vice Chairman – Stanley Don Sparks, Treasurer - Doralyn Genova, Secretary – Melvin Lee Diffendaffer, Director – Edward D. McElley – Director, Dale Tooker – Manager. Director Diffendaffer seconded the motion which passed unanimously.

EXECUTIVE SESSION

At 7:00 p.m. Staff members Tooker, Reinertsen, Beebe and Sheley exited the meeting.

At 7:05 p.m., Director Peck moved to go into Executive Session, as per C.R.S. 24-6-402 (4)(f) for the purposes of discussing personnel matters. Director Genova seconded and the motion passed unanimously. Directors Peck, Diffendaffer, Genova, McElley, and Sparks were present.

The Board adjourned the Executive Session at 7:40 p.m.

ADJOURNMENT

The meeting was adjourned at 7:40 p.m. by the Chairman.

ATTEST:

Dale Peck

Stan Sparks

Doralyn Genova

Melvin Diffendaffer

Dan McElley