

**MINUTES OF BOARD OF DIRECTORS MEETING
CLIFTON WATER DISTRICT
THURSDAY, AUGUST 3, 2017**

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

STAFF MEMBERS PRESENT: Dale Tooker; David Reinertsen; Bret Guillory; Angie Beebe; Brian Sheley; Melissa Lemke

REGULAR MEETING

Chairman Peck called the August 3, 2017 Regular Meeting to order at 5:00 p.m. Chairman Peck noted that Director, Dan McElley had an excused absence from this meeting.

MINUTES OF THE JULY 6, 2017 REGULAR MEETING

Director Genova moved to approve the July 6, 2017 Regular Meeting Minutes with corrections noted. Director Diffendaffer 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 \$55,699.99, plus Supplemental Checks of \$143,373.25 plus Benefits Checks of \$19,849.52, plus HRA Disbursements of \$5,586.63 for a total of \$224,509.39. Manager Tooker reported the June financials show a reduction in cash flow as a result of the expense of the various capital projects currently in construction. The expenses were planned and a good example of how the District is utilizing previously collected revenue to be used in the replacement of existing infrastructure. Director Diffendaffer seconded and the motion passed unanimously.

MANAGER'S REPORT

Manager Tooker noted that Taps Purchased in 2017 is almost 15% higher year to date than 2016. He also identified that the Availability of Service Taps (active but not in use) are at 241 compared to 259 for the same period last year. Year to date Water Sales are within 0.1% of 2016. Finally, the recent change out of Nanofiltration membranes have led to a 23.5% increase in Nano Effluent.

INFORMATIONAL REPORTS

Assistant Manager Reinertsen clarified the information presented at the July 6, 2017 Board Meeting regarding the recent change to Director compensation. Reinertsen identified that House Bill 17-1297 compensation changes are only applicable for Directors serving terms that start after on or after January 1, 2018. The compensation schedule for those Directors will be a maximum of \$2,400 per year.

EXPRESS AGENDA

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

2017 SDA Annual Conference – The SDA Annual Conference is being held in Keystone, Colorado. The SDA University is Wednesday, September 13 with the remainder of the Conference on Thursday, September 14 and Friday, September 15. A preliminary conference agenda was included in the Board Packet. Please notify Melissa Lemke by August 9, 2017 if you wish to attend the Conference, and which nights you would like lodging reservations.

DRIP Booth at Mesa County Fair – A total of ten (10) District Staff members provided coverage for a number of time slots at the DRIP Booth at the Mesa County Fair from Tuesday, July 25th through Saturday, July 29th. 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. This year's booth had a Western Saloon motif and was air conditioned which was a hit with the Fair attendees.

2017 Colorado River District's Annual Water Seminar, September 15th – 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 Melissa Lemke know so that reservations can be made. This year's topic theme is "Points of No Return?"

UNFINISHED BUSINESS

Project 2017-01 Manifold Project – Assistant Manager Guillory presented a Staff Report (08-04-17 File, 2017 Staff Reports) requesting Board approval to advertise for final payment, once the Final Payment Request is received. Assistant Manager Guillory reported that Staff was negotiating several additive and deductive change orders to the project that were identified during the last month of construction. Director Diffendaffer moved to authorize Staff, once the Contractor has submitted all required paperwork, to advertise for Final Payment at the September 7, 2017 Board Meeting. Director Genova seconded and the motion passed unanimously.

NEW BUSINESS

Designate Person to Prepare FY 2018 Budget – By statute the Board must appoint an individual to prepare the FY 2018 Budget. Director Genova made a motion to appoint Manager Tooker to prepare the FY 2018 Budget. Director Diffendaffer seconded and the motion passed unanimously.

Budget Committee – The Budget Committee includes Directors Peck and Diffendaffer along with Manager Tooker. After discussion, it was the consensus of the Board to continue with the Budget Committee as currently structured.

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 2017 Annual Conference with Director Sparks assigned in the alternate role. Director Genova seconded and the motion passed unanimously.

Colorado State Parks One-Year Parking Lot Lease Agreement Renewal – Manager Tooker reviewed a Staff Report (08-03-17 File, 2017 Staff Report) regarding the Renewal of the Colorado State Parks One-Year Lease for Parking Area between the State of Colorado acting through the Department of Natural Resources and the District. He reported that the District had experienced a positive relationship and the conditions of the agreement were fulfilled. Director Sparks moved to have the District write a letter to the Department of Natural Resources renewing the Parking Lot Lease for another 12-month period. Director Genova seconded and the motion passed unanimously.

Project 2017-02 (F ½ Road Water Line Upgrade Project) and Project 2017-03 (34 Road Water Line Upgrade Project) – Assistant Manager Guillory reviewed the Staff Report (08-03-17 File, 2017 Staff Report) identifying the budgeted waterline upgrade projects that are ready for the construction bid process to begin. The two projects are both continuation projects of 2016 upgrades on F ½ Road and 34 Road. Staff requested Board authorization to begin the bid advertising process with Bid Awards being issued by the Board at the October 5, 2017 regular Board Meeting. Director Diffendaffer moved to authorize Staff to begin the construction bid advertising process for Projects 2017-02 (F ½ Road 6" Waterline Upgrade) and 2017-03 (34 Road 8" Waterline Upgrade). Director Genova seconded and the motion passed unanimously.


District Administrative Office – 2018 Expansion – Manager Tooker reviewed a Staff Report (08-03-17 File, 2017 Staff Report) identifying need to begin planning for a 2018 building expansion project. The planning process will address the current and projected needs for the District's Administrative Office facilities. It was the consensus of the Board to move forward with the District Administrative Office planning process and determine funding requirements during the FY 2018 Budget process.

SDA Western Slope Water Forum De-Briefing – Manager Tooker reported that he, Chairman Peck and Director Sparks attended the SDA's Western Slope Water Forum, held in Parachute, CO. The forum covered strategic planning efforts to deal with the effects being observed as a result of climate change. The forum's focus was on the Colorado River allocation and how future demands on water coupled with a reduction of flow will need to be strategically addressed by entities.


ADJOURNMENT

The Regular Meeting was adjourned at 6:20 p.m. by the Chairman.

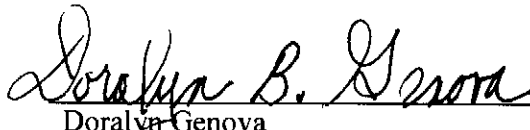
ATTEST:




Dale Peck



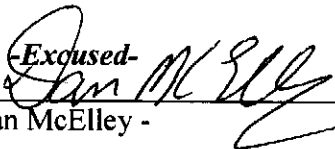
Stan Sparks



Doralyn Genova



Melvin Diffendaffer

~~Excused-~~


Dan McElley -