

**MINUTES OF BOARD OF DIRECTORS MEETING
CLIFTON WATER DISTRICT
THURSDAY, MAY 4, 2017**

BOARD MEMBERS PRESENT: Dale Peck, Chairman; Melvin Diffendaffer, Secretary; Doralyn Genova, Treasurer; Edward Dan McElley, Director

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

REGULAR MEETING

Chairman Peck called the May 4, 2017 Regular Meeting to order at 5:00 p.m. Chairman Peck noted that Director, Stan Sparks had an excused absence from this meeting.

MINUTES OF THE MARCH 2, 2017 REGULAR MEETING

Director Genova moved to approve the April 6, 2017 Regular Meeting Minutes as submitted. 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 \$364,048.52, plus Supplemental Checks of \$40,961.58 plus Benefits Checks of \$14,337.05 plus HRA Disbursements of \$2,540.81 for a total of \$421,887.96, with the exceptions of checks #34648 and #34649 payable to MA Concrete Construction which are scheduled for action under Unfinished Business. The Board inquired about the Profit and Loss Statement under General/Admin showing Utilities (expense) at 99.6% year to date. Manager Tooker explained the 99.6% year to date actual to budget is reported as the current period. The actual to budget for the full year is 25.8% of budget. The Board also pointed out that the District's Insurance paid was at 100% actual to budget. Manager Tooker explained that the Insurance expense is allocated 100% in January 2017 when the premiums are due. Staff takes each expense category and through trending and planning efforts, allocates expenses monthly throughout the year. Director Diffendaffer seconded and the motion passed unanimously.

MANAGER'S REPORT

Manager Tooker identified that production from Nanofiltration so far in 2017 has increased to 52.35% compared to 2016 42.92%. Additionally, Nanofiltration's Concentrate (waste product) was reduced from 14.3% in 2016 to 11.0% in 2017. This data represents a 9.42% increase in production and a 3.3% reduction in concentrate (waste). As a result, water quality has been improved and the "lost water" to waste efficiency has been improved. The reported improvements compared to last year are a direct result of changes made in the Nanofiltration operation and the replacement of 3 of the 4 membrane units.

INFORMATIONAL REPORTS

Assistant Manager Reinertsen presented the Informational Report on the Drought Information Project (DRIP) for 2017 (*File 05-04-17, 2017 Informational Report*). Reinertsen stated that workshops are will be offered by DRIP in conjunction with CSU Extension Service and will be made available on YouTube. The Annual DRIP Children's Coloring Contest has been changed to a Water Innovation Contest teaming up with the John McConnell Math & Science Center with the winner to receive annual passes to the Math & Science Center and a \$300 scholarship to participate in the Young Entrepreneurs Academy.

Additionally, DRIP will sponsor the Colorado Foundation for Water Education's West Slope Water Fluency Class in June 2017 which includes community planning for town directors/managers and representatives from the oil and gas community.

Manager Tooker reviewed the Informational Report on the 2016 Backflow Prevention Summary Report (*File 05-04-17, 2017 Informational Report*). In summary, there were 116 Commercial Accounts with 84% returning testing results. Further, 159 Backflow Prevention Devices (89%) out of 178 Backflow Prevention Devices were tested. This report is submitted annually to the State of Colorado. The Board asked if there was a penalty for not reporting. Manager Tooker stated that ultimately the District could discontinue water service. However, continuing a softer approach has worked to show improvement over the past four years.

Manager Tooker commented on the handout from a customer's positive commentary intended for "The Daily Sentinel". The Board suggested that we post on Facebook and/or on our website.

EXPRESS AGENDA

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

Project 2016-01 F½ Main Line Upgrade/Replacement Project – Final Asphalt was placed and striping was completed March 20, 2017. The sod will be replaced along the frontage of Thunder Mountain Elementary after the irrigation system is functioning this spring. As-Constructed drawings are being completed this week.

Project 2017-01 (WTP) Manifold Project – PCL Construction has mobilized on site and is in the process of verifying depth and location of critical buried utilities along the new 24-inch and 30-inch transmission pipe alignments. PCL started installation of the new 24-inch transmission piping Tuesday, March 28, 2017. The support pads for the above ground 24-inch piping were poured the week of March 20, 2017. Multiple submittals are being reviewed by Bret Guillory, and Matt Peyton (Carollo).

Children's Water Festival – This year's Children's Water Festival will be held on May 15 and 16, 2017 at Colorado Mesa University (CMU). Distribution Staff Cameron Deppe and Mark Dalley will present "How Water Gets to Your House" and Treatment Staff Kyle Bishop and Brian Sheley will present "From River to Tap". Several other Staff will be providing Festival

support service over the two days. Board Member VIP Invitations are being mailed out the week of May 1st for the VIP Tour scheduled for Tuesday, May 16th at 12:00 p.m.

SDA Regional Training Seminar – The SDA Regional Training Seminar for District Board Members, Managers, and Staff will be held on Wednesday, June 14th at the Mesa County Public Library Community Room. The seminar will run from 8:00 am until 12:15 pm and will cover various topics such as conflicts of interests, notice of meetings, and district powers. For those wanting to attend please let HR Coordinator/Administrative Assistant Lemke know by Friday, May 19th for her to make your reservation.

UNFINISHED BUSINESS

Project 2016-03 – Highway 50 Crossing Project – Assistant Manager Guillory reviewed the Staff Report stating that the project was completed on March 17, 2017. Advertising for Final Payment has also been completed (April 21 and April 26, 2017) requesting approval to advertise for final payment be made on May 4, 2017 (05-04-17 File, 2017 Staff Reports). Assistant Manager Guillory identified the project is complete and in service and came in under budget by \$38,384.29. Director Genova made motion to accept checks for \$15,979.78 and \$17,988.25 for payment to MA Concrete Construction for final payment. Director Diffendaffer seconded and the motion passed unanimously.

Funding Request – John McConnell Math and Science Center of Western Colorado – Manager Tooker reviewed the Staff Report (File 05-04-17, 2017 Staff Report) regarding the funding request from the John McConnell Math and Science Center of Western Colorado. The Staff Report was updated (page 4) to reflect clarification to questions raised at the April 6, 2017 Board Meeting. Manager Tooker summarized the various financial support provided to children and students of the Clifton Water District customers. The Board stated they were appreciative of the support that the Center offers to the District's young customer base. Director Genova moved to fund the request made by the John McConnell Math & Science Center of Western Colorado for \$65,000 over a five year period. Director Diffendaffer seconded the motion and the Board passed unanimously.

FY 2016 Draft Audit – Manager Tooker reported that this is informational only and that Chadwick Steinkirchner, Davis & Co., P.C. will present the FY 2016 Audit at the June 1, 2017 Board Meeting.

NEW BUSINESS

None


EXECUTIVE SESSION

At 5:56 p.m. Staff members Beebe and Sheley exited the meeting. Director Peck moved to go into Executive Session, as per C.R.S. 24-6-402 (4)(a) for the purposes of discussing Draft Water Acquisition Plan. Director Genova seconded and the motion passed unanimously. Directors Peck, Diffendaffer, Genova, McElley, and Manager Tooker, and Staff Reinertsen, Guillory, and Lemke were present. The Board adjourned the Executive Session at 7:20 p.m.

ADJOURNMENT

The meeting was adjourned at 7:20 p.m. by the Chairman.

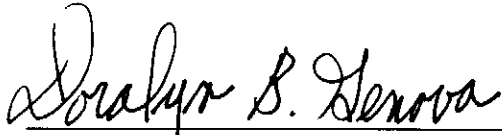
ATTEST:




Dale Peck

~~-Excused-~~

Stan Sparks



Doralyn Genova



Melvin Diffendaffer



Dan McElley