

**MINUTES OF BOARD OF DIRECTORS MEETING  
CLIFTON WATER DISTRICT  
November 4, 2021**

**BOARD MEMBERS PRESENT:** Dale Peck-Chairman, Stan Sparks-Vice Chair, Melvin Diffendaffer-Secretary, Michael Slauson-Treasurer, and Dan Mcelley-Director

**STAFF MEMBERS PRESENT:** Dale Tooker, Ty Jones, David Reinertsen, Michelle Obadia, Angie Beebe, Jake Lenihan, Tyler Lehmann, Branden Edmonds

**REGULAR MEETING**

Chairman Peck called the November 4, 2021, Regular Meeting to order at 4:59 p.m.

**MINUTES OF THE October 7, 2021, REGULAR MEETING**

Director Diffendaffer moved to approve the October 7, 2021, Regular Meeting Minutes. Director Mcelley seconded, and the motion passed unanimously.

**FINANCIAL REPORT AND ACCOUNTS PAYABLE**

Director Slauson moved to accept the Financial Report and Approve Accounts Payable Regular Checks of \$132,762.46, plus Supplemental Checks of \$121,086.99, plus Benefits Checks of \$29,581.53, plus HRA Disbursements of \$7202.60, for a total of \$290,633.58. Director Sparks seconded and the motion passed unanimously.

**MANAGER'S REPORT**

Manager Tooker reviewed the September 2021 Manager's Report (*11/04/2021 File, Manager's Report*). Manager Tooker pointed out the affect the water sales to the City of Grand Junction for Drought conditions has had on the total water production and subsequently Budget projections

**INFORMATIONAL REPORT**

Springbrook and Paymentus Upgrade – Staff provided an update on the final stages of testing the online Utility Billing system for compatibility and verification of data accuracy. With the new system, a \$2.50 credit card convenience fee will be reinstated. Additionally, Paymentus is waiving all IVR fees going forward saving the District \$45,000.00 a year. Paymentus will provide marketing items to roll out the new website portal including a press release, an insert for the billing statement, a QR Code and content to post on our website and Facebook pages will be provided by Paymentus.

Drought Information – Assistant Manager Reinertsen presented an Informational Report (*11/4/2021File, Staff Report*) summarizing the Water Year 2021 and the current Drought status. Due

to the recent precipitation events, Mesa County has been downgraded to D-1 Moderate Drought level at this time. Forecasting evaluations indicate a stronger potential for entering the La Nina climactic phase, with lower-than-average precipitation projected for central and southwestern Colorado, this upcoming winter. Staff continues to work with the Grown advertising group focusing on a social media presence, and updated billboard graphics in the District's service area, for the winter season.

### **EXPRESS AGENDA**

Director Diffendaffer made the motion to approve the Express Agenda items as presented. Director Slauson seconded, and the motion passed unanimously. The Express Agenda items are as follows:

Project RM2019-01 Middle Tank Repairs Phase 4 Slope Stabilization – The construction bid process is underway with legal notice advertising complete and mandatory bid tour participation completed as of November 3, 2021. Public Bid Opening is scheduled for 4:00 pm on November 18, 2021, with Construction Award recommendations to the Board at the regularly scheduled December 2<sup>nd</sup> Board Meeting.

Project 2021-06 Mesa County 34 Road Bridge Replacement Project – The Memorandum of Understanding between the District and Mesa County has been completed by both parties. The County's Contractor, K & D Construction, is in the process of procuring the remaining materials for the waterline portion of the project. The waterline portion is scheduled for installation in January 2022. Both the County and the Contractor are aware of the critical needs of the District to complete the work on this transmission line as expeditiously as possible to minimize negative impacts to District operations.

Project 2021-01 AWIA Evaluation Phase 2 – Emergency Response Plan – Staff has completed the data inputs for updating the District's Emergency Response Plan to the Black & Veatch project team. Completion of the plan is anticipated by November 6, 2021. Staff will then certify completion to the US EPA, well ahead of the December 31, 2021 mandatory certification due date.

### **UNFINISHED BUSINESS**

2022 FY Budget – Manager Tooker presented the 2022 Draft Budget and Budget Narrative (11/1/2021 File, 2022 Budget) to the Board. The Board reviewed and discussed the Operating and Non-Operating Revenue and Other Expenses line items. The Budget Committee will meet on Wednesday, November 17, 2021, and November 24, 2021, at 3:00 PM. prior to the scheduled December 2, 2021, Budget Hearing, to continue to develop the 2022 Budget.

2022 Wages and Benefits – Manager Tooker reviewed a Memorandum to the Board dated November 1, 2021 (11/1/2021 File, Memos to Board, 2022 Budget) summarizing the 2022 Wage and Benefits. It was a consensus of the Board to accept the recommended Wage and Benefit items in the 2022 Budget for Board review.

2022 Health Insurance – Manager Tooker reviewed the 2022 Health Insurance Recommendation Selection of the Draft 2022 Budget, referencing a Memorandum to the Board (11/1/2021 File, Memos to Board, 2022 Budget). In 2022, Rocky Mountain Health Plans (RMHP) will no longer be operating. The Board was presented comparable replacement coverages to the current RMHP by Colorado Employer Benefit Trust (CEBT), United Health Care, and Anthem UHC. After review and discussion, Director Sparks made a motion to authorize the Manager to complete the necessary paperwork to join the CEBT – The Colorado Employer Benefit Trust Insurance Pool. Director Mcelley seconded, and the motion passed unanimously.

The Board requested Manager Tooker explore an HSA account for employees as a second option to the current HRA benefit account. Director Mcelley moved to increase the HRA monthly contribution to \$1,000 per month and increase the annual rollover amount to \$2,500. Director Diffendaffer seconded, and the motion passed unanimously.

2022 Capital Improvements – Staff reviewed the project Capital Improvement items included in the 2022 Budget for discussion by the Board. No action taken, discussion only.

Whitewater Village – Concept Design Black & Veatch Infrastructure Evaluation –A Staff Report (11/1/2021 File, Staff Report, Whitewater Village) was reviewed including Black and Veatch’s water model scenarios to identify distribution line upgrade options for consideration to meet capacity requirements for the proposed 105-unit Whitewater Village residential development. Black and Veatch identified two options that would enable continued delivery to the District’s existing customer base, including the Reeder Mesa and Desert Road booster pump stations. The Board directed Staff to develop preliminary design and order of magnitude cost estimates for the preferred option to be present to the Board at a future Board Meeting for further discussion.

## **NEW BUSINESS**

Verizon Wireless Cell Tower Lease Renewal – The District has received notice from Verizon Wireless’ consultant, of the intent to renew the lease. A Staff Report (11/1/2021 File, Staff Report, Verizon Lease) was reviewed concerning the Lease Agreement with US West, New Vector Group (Currently Verizon Wireless). Staff and the District’s attorney are evaluating other Verizon lease holder agreements, to ensure the proposed lease extension is in line with the current local market.

2022 Water Rates and Plant Investment Fees – Information concerning Water Rates and Plant Investment Fees will be presented to the Budget Committee for review, with recommendations being provided to the Board members prior to the Noticed 2022 Budget Hearing.

Holiday Turkey or Ham – Director Diffendaffer moved to continue the District tradition of providing each employee and Board Member with their choice of a turkey or ham for either the Thanksgiving or Christmas holiday. Director Slauson seconded, and the motion passed unanimously.

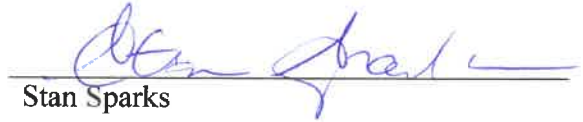
**ADJOURNMENT**

The Regular Meeting was adjourned at 8:08 p.m. by Chairman Peck.

**ATTEST:**



Dale Peck



Stan Sparks



Melvin Diffendaffer



Michael Slauson



Dan McElley