

**MINUTES OF BOARD OF DIRECTORS MEETING
CLIFTON WATER DISTRICT
December 1, 2022**

BOARD MEMBERS PRESENT: Mel Diffendaffer-Chairman, Dan Mcelley- Vice Chair, Wesley Davis-Secretary, Michael Slauson-Treasurer, and Nick Genova-Director

STAFF MEMBERS PRESENT: Ty Jones, Guy Walker, Jake Lenihan, Jessica Isley, Jennifer Pettingill, Branden Edmonds, Mark Dalley, and Michelle Obadia

GUESTS PRESENT: None

Public Hearing:

Chairman Diffendaffer called to order the Public Hearing at 5:02 p.m. to consider the Petition of Inclusion submitted by Emilio Menendez Paz and Hector Reyes, 3471 Silverstone Dr., Whitewater, CO 81527. Tax parcel ID 2969-191-00122. The Notice of Public Hearing (*11-18-22 File, Notices & Legal Ads, Daily Sentinel Legal Notices, Inclusions*) was confirmed as published in the Grand Junction Daily Sentinel in accordance with C.R.S. 32-1-401. Manager Walker reported that no comments have been received regarding the Petition of Inclusion from members of the public. No members of the public were present. Chairman Diffendaffer closed the Public Hearing at 5:03 p.m.

Director Genova moved to adopt the Resolution 2022-07 to Include Private Property (*12/01/2022 File, Resolution, Inclusions*). as submitted and authorized Staff to process the Certificate of Inclusion and all necessary paperwork for the District's legal counsel to complete the inclusion process with the District Court. Director Slauson seconded, and the motion passed unanimously.

The Resolution text is as follows:

RESOLUTION 2022-07

RESOLUTION TO INCLUDE PRIVATE PROPERTY

WHEREAS on October 6, 2022, Hector Reyes petitioned the Clifton Water District Board of Directors to include property within the boundaries of the Clifton Water District generally described as follows:

Recorded in Book GEN, Reception# 3039274 of the Mesa County Clerk and Recorded on July 29, 2022, more particularly described as follows:

PARCEL – 2969-191-00122. 3472 Silverstone Dr. Whitewater, Colorado 81527

A parcel of land situated at N1/4E1/2NW1/4NE1/4 of Section 19, Township 2 South, Range 2 East of the Ute Meridian, Mesa County, Colorado. Said parcel of land contains approximately 5.01 Acres.

WHEREAS said owner desires domestic water service from the Clifton Water District, and,

WHEREAS the Board of Directors of the Clifton Water District has determined that it is in the District's best interest to include the stated property within the District's boundaries; and

WHEREAS the District has previously included other Whitewater properties into the District's service boundaries.

NOW THEREFORE BE IT RESOLVED that the Clifton Water District Board of Directors approve the inclusion of the said property as described above, adopt the Order dated December 1, 2022, and authorize the Secretary and President of the Board to sign the Certificate of Inclusion and Order dated December 1, 2022.

ATTEST:


Melvin Diffendaffer, Chairman


Dan McElley, Vice-Chairman


Wesley Davis, Secretary


Michael Slauson, Treasurer


Nicholas Genova, Director

CERTIFICATE OF INCLUSION

Wesley Davis, Secretary certifies that he is the Secretary of the Board of Directors of the Clifton Water District, that at a regular meeting of the Board of Directors of the Clifton Water District, held on the 1st day of December 2022 at the hour of 5:00 p.m., after Public Notice and Public Hearing thereof, the following Order was unanimously adopted by the Board of Directors of the District:

ORDER

IT IS THE ORDER OF THE CLIFTON WATER DISTRICT, adopted by unanimous resolution of the Board of Directors on the 1st day of December 2022, that it would be in the best interest of the District that the Petition of the following owners, who are fee owners of 100% of the respective parcel of land described herein, and who have requested inclusion of said property within the District, that their Petition be granted:

1. Emilio Menendez Paz and Hector Reyes. A tract of land more particularly described as follows and as Recorded in Book GEN Reception# 3039274 of the Mesa County Clerk and Recorder's Office on July 29, 2022.

PARCEL NO- Tax Schedule No. 2969-191-00122, commonly known as 3472 Silverstone Dr. Whitewater, CO 81527.

A parcel of land situated at N1/4E1/2NW1/4NE1/4 of Section 19, Township 2 South, Range 2 East of the Ute Meridian, Mesa County, Colorado. Said parcel of land contains approximately 5.01 Acres.

It is accordingly ordered that the above property be included within the boundaries of the Clifton Water District.


Clifton Water District by Melvin Diffendaffer
President of the District

ATTEST:


Wesley Davis, Secretary

12-1-22
Date



Chairman Diffendaffer and Secretary Davis certified by signing the Certificate for Inclusion granted by Resolution 2022-07, Hector Reyes and Emilio Menendez Paz Parcel No. 2969-191-00122 be included within the boundaries of the Clifton Water District and was unanimously adopted by the Board of Directors.

REGULAR MEETING

Chairman Diffendaffer called the December 1, 2022, Regular Meeting to order at 5:01 p.m.

MINUTES OF THE November 3, 2022, REGULAR MEETING

Director Slauson moved to approve the November 3, 2022, 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 \$332,551.20, plus A/P Mid-Month Checks of \$12,189.92, plus Benefits Checks of \$27,186.55, plus HRA Disbursements of \$5,787.99, for a total of \$377,715.66. Director Davis seconded, and the motion passed unanimously.

Public Hearing:

Chairman Diffendaffer called to order the Public Hearing at 5:20 p.m. regarding the District's Proposed FY2023 Budget, in accordance with C.R.S. 29-1-106 *Et. Seq.* The Notice of Public Hearing (*11/14/2022 File, 2023 Budget File, Daily Sentinel Legal Notices*) was confirmed as published in the Grand Junction Daily Sentinel in accordance with C.R.S. 29-1-106(3)(a). Finance Manager Isley reported that no inquiries or comments have been received regarding the Proposed Budget from members of the public. No members of the public were present. Chairman Diffendaffer closed the Public Hearing at 5:22 p.m.

FINANCE DEPARTMENT REPORT

Budget Transfer Request – The Board reviewed the Staff Report (*12/01/2022 File, Staff Reports, 2022 Budget*) concerning Budget Transfers to address increased costs in 2022.

- Transfer \$783,000 from contingency to Facility Improvements for the cost of the Admin Building upgrade. The expense was not carried over from the 2022 budget, but most expenses were in 2022.
- Transfer \$73,000 (\$70,000 to WTP, and \$3,000 to District-Wide) from contingency to Utilities. Utilities have seen an unpredictably high increase in cost.
- Transfer \$15,000 from contingency to Banking & Insurance Expenses. Due to a new third-party payment processing vendor, the District is now paying approximately \$5,000/month in processing fees. A portion of this fee is recuperated through convenience fees charged to the customer.

- Transfer \$12,000 (\$12,000 to District-Wide and \$3,000 to Distribution) from contingency to Professional Fees. These fees include IT support, contracted services, attorney fees, and Black & Veatch services. We have seen an increase in IT support tickets because of new staff members in 2022 and higher than projected contracted services in Distribution.
- Transfer \$8,000 (\$6,000 for Admin, \$2,000 for Distribution) from contingency to Facility & Equipment Repairs and Maintenance. Administration facility maintenance items included an unexpected tree removal in the employee parking area. Distribution transfer is related to equipment maintenance required for operations.
- Transfer \$7,500 (\$2,500 per department) from contingency to Vehicle Expenses. Fuel prices have been higher than what we predicted for 2022.
- Total Transfer \$898,500

Director Mcelley moved that due to the unplanned/unexpected cost increases in 2022, the Board approve a Budget Transfer of \$898,500 from Contingency to various GL expense line items that were over budget. Director Genova seconded, and the motion passed unanimously.

Budget Updates – The Board reviewed the Staff Report (12/01/2022 File, Staff Reports, 2023 Budget) concerning increased Water Treatment Plant costs in 2022.

- Water Treatment Plant Chemicals – Due to the increased chemical costs in 2022, Staff informed the Board that an increase for the Gases & Chemical budget from \$326,155. to \$385,000. will be adjusted.
- Temporary Wages – Temporary wages totaling \$12,000. were added for two part-time seasonal positions to work in the summer helping paint fire hydrants and maintain the property.

FY 2023 Budget – Finance Manager Isley presented the Final 2023 Budget for discussion. Director Genova moved to approve the 2023 Budget and adopt the Appropriation Resolution of the Clifton Water District Board of Directors Acting and Through Its Water Activity Enterprise for the 2023 Budget Year (12/01/2022 File, Resolutions, 2023 Budget File) and that it is further resolved, that there is appropriated from the funds of the District Acting by and Through its Water Activity Enterprise, Twenty Million, Seven Hundred Sixty Three Thousand, Three Hundred Sixty Nine Dollars (\$20,763,369.) for the general expenses of the DISTRICT, and that this appropriation be a continuing appropriation whether said funds be expended during 2023 or thereafter. Director Slauson seconded, and the motion passed unanimously.

Resolution text is as follows:

RESOLUTION 2022-12
TO APPROPRIATE SUMS OF MONEY
(Pursuant to Section 29-1-108, C.R.S.)

A RESOLUTION APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS AND SPENDING AGENCIES, IN THE AMOUNT AND FOR THE PURPOSE AS SET FORTH BELOW, FOR CLIFTON WATER DISTRICT, COLORADO, FOR THE 2023 BUDGET YEAR.

WHEREAS, the Board of Directors has adopted the annual budget in accordance with the Local Government Budget Law, on December 1, 2022, and;

WHEREAS, the Board of Directors has made provisions therein for revenues in an amount equal to or greater than the total proposed expenditures as set forth in said budget, and;

WHEREAS, it is not only required by law, but also necessary to appropriate the revenues and reserves or fund balances provided in the budget to and for the purpose described below, thereby establishing a limitation on expenditures for the operations of Clifton Water District.

NOW, THEREFORE, BE IT RESOLVED/ORDAINED BY THE BOARD OF DIRECTORS OF CLIFTON WATER DISTRICT, COLORADO:

Section 1. That the following sums are hereby appropriated from the revenue of each fund, to each fund, for purposes stated:

Description	2023 Budget	Operating Expense	
Estimated Beginning Balance	\$ 10,459,136.45	Labor	2,872,745.00
Operating Revenue		Debt	304,205.63
Water Revenue	8,269,347.00	Board Expense	62,000.00
Penalties & Fees	624,132.00	District-Wide Expense	462,145.00
Other Operating Income	78,000.00	Administrative Expense	210,526.00
Total Operating Revenue	8,971,479.00	Distribution Expense	672,150.00
Non-Operating Revenue		Water Treatment Plant Expense	1,062,285.00
Tap Installations	1,600.00	Total Operating Expense	5,646,251.63
Penalties & Fees - Non-Op	1,149,904.00	Non-Operating Expense	
Interest Income	125,650.00	General and Administrative	188,000.00
Gain/Loss on Sale of Asset/Invest	15,000.00	Distribution	3,817,500.00
Grant and Lease Income	21,600.00	Water Treatment Plant	727,567.00
Other Non-Operating Income	18,000.00	Total Non-Operating Expense	4,733,067.00
Total Non-Operating Revenue	1,332,754.00	Other Expense	2,955,261.40
Total Revenue	\$ 10,304,233.00	Reserve Fund	436,000.00
		Contingency Fund	6,992,285.40
		Total Expenditures	\$ 20,763,390.40
		Estimated Ending Balance	\$

IT IS FURTHER RESOLVED, that there is appropriated from the funds of the district acting by and through its Water Activity Enterprise, twenty million seven hundred sixty-three thousand, three hundred sixty-nine dollars (\$20,763,369) for the general expenses of the District, and that this appropriation be continuing appropriation whether said funds be expended during 2023 or thereafter.

ADOPTED THIS 1st day of December, 2022.

ATTEST:

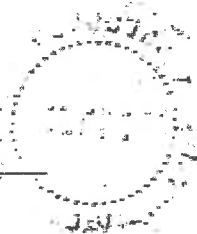

Melvin Diffendaffer - Chairman


Edward Dan McElley - Vice Chairman


Wesley Davis - Secretary


Michael Slauson - Treasurer


Nicholas Genova - Director



2023 Fees, Rates, Tolls, Penalties for Water Service C.R.S. 32-1-1001 (2)(a) – Correction of Resolution 2022-10 Availability of Service Fees - Staff identified that an error had been made in the calculation of the 2023 Availability of Service Fees. In the motion made by Director Davis, the Availability of Service Rate for 2023 was set as the In District rate of \$17.80 and the Out of District rate of \$26.69. The corrected 2023 Availability of Service Rate for in District is \$16.33, and the Out of District rate is \$24.50. Director Genova moved to approve the corrected Resolution 2022-10 Availability of Service Fees. Director Mcelley seconded, and the motion passed unanimously.

Resolution text is as follows:

**RESOLUTION 2022-10
RESOLUTION FOR THE AVAILABILITY OF SERVICE CHARGE FOR 2023**

WHEREAS, the District has reviewed the Availability of Service Charge Policy; and

WHEREAS, pursuant to Section 32-1-1006(l)(h)(l) C.R.S. the Availability of Service Charges are considered to be an equitable revenue contribution toward the repayment toward debt incurred by the Clifton Water District; and

WHEREAS the Availability of Service Charge Policy is for those customers who benefit from the immediate availability of water service even though they are currently not receiving water; and

WHEREAS all revenue generated by the Availability of Service Charge shall be used to repay the principal and interest on bonds and other outstanding indebtedness; and

WHEREAS, in the 2023 Fiscal Year the District has indebtedness for Water Revenue Bonds; and

WHEREAS the said percentage of the Availability of Service Charge shall be determined by the Board; and

WHEREAS, in 2022 the average water usage charge for a Clifton Water District In-District customer was \$32.66/month per unit; and

WHEREAS, in 2022 the average water usage charge for a Clifton Water District Out-of-District customer was \$49.00 /month per unit.

NOW THEREFORE BE IT RESOLVED that the Clifton Water District Board of Directors establish the In-District Availability of Service Charge for the 2023 Fiscal Year at 50% of the In-District average water bill in 2022, which equals \$16.33 per month per unit and the Out-of-District Availability of Service Charge for the 2023 Fiscal Year at 50% of the Out-of-District average water bill in 2021, which equals \$24.50 /month per unit.

BE IT FURTHER RESOLVED that this Resolution be adopted this 1st day of December 2022 and is effective January 1, 2023.

ATTEST:


Melvin Diefenderfer – Chairman


Edward Dan McElley – Vice Chairman


Wesley Davis – Secretary


Michael Slauson – Treasurer


Nicholas Genova – Director



HR Department Report

Director Mcelley asked if Staff would be posting the new Engineer position on Zip Recruiter. Staff reviewed a plan to begin the hiring process at the end of January early February, after the holidays. Staff would like to concentrate hiring efforts by posting the job with AWWA, Indeed, Facebook and possibly creating a LinkedIn account. Staff would like to avoid using the newspaper as this is not an effective avenue to hire for a specialty staff position.

CONSTRUCTION DEVELOPMENT REPORT

Project 2021-02 McDonalds/Denny's/Murdoch's Main Line Upgrade/Installation Project

Staff reported the final tie-in for the project was complete on November 22. The project was complete with minimal issues or changes. The new water line replaces aging infrastructure, but also provides several new isolation points to prevent water outages for the businesses in the area. A final total cost of the water line upgrade will be provided in the January 2023 Board Meeting.

Project 2022-01 Coffman Road Transmission Line Project

Staff has directed River City Consultants to make corrective measures identified by staff to the Coffman Road Transmission Line Project. A new design of the water line was discussed in the November Board Meeting. Design for the change is projected to be at 75% by the end of the year.

Project 2022-03 Coffman Road Remote Fill Station

There was nothing to report different from the November Report. Staff continues to work through the site approval process with the Mesa County Road and Bridge Department and the Mesa County Planning Department.

Project 2022-05.2 Holland Street Line Upgrades

The construction contract has been awarded to Sorter Construction. The Contract Agreement was provided at the December 1, 2022, Board Meeting for signatures.

Project 2022-06 Highway 141 (32 Road) 10" Waterline Replacement/ Upgrade Project

The project is currently at 75 % design. JUB Engineering has provided a materials list with the updated project design. Staff is currently requesting quotes for the pipe, fittings, hydrants, and service line parts. Since the project timing and coordination with CDOT will be critical, ordering materials for the project now will be crucial as supply chain issues continue. In addition, prices are anticipated to continue to increase.

Mesa County Master Plan

Mesa County held a meeting with District staff and developers to discuss future planning for Whitewater. The county will develop a master plan for that area for future housing. Clifton Water staff anticipates working closely with developers and Mesa County as soon as there is a hydraulic model in place.

Treatment/Distribution– Assistant Manager Lenihan

Remote Viewing of SCADA

District Staff began an inquiry into setup of remote viewing for SCADA (supervisory control and data acquisition). Mountain Peak Controls along with ACS are working on a solution to enable WTP operators to view SCADA remotely. A safe cyber security connection would be established for on-call operators to view the WTP in real time. This will enable quicker response times for certain events, or to simply identify and adjust to issues at the plant. Director Mcelley expressed concern that remote viewing be limited for the on-call operator on duty. Manager Jones assured the Board that any remote viewing time would be compensated for the on-call operator.

Project Assistance

Staff reported the Distribution Staff are assisting K & D Construction on the Peachtree Shopping Center project. Old AC pipe has been removed from the site, transported, and disposed of. Staff completed several late-night tasks near McDonald's in preparation for the line upgrade that involved temporarily shutting down water service.

Main Line Break

Staff reported the Distribution staff responded to an 8-inch main line break on November 18th that was struck during boring activities on 30 and D ½ Road. The WTP Operator on shift reported a 15 psi drop in system pressure along with a 0.2 MGD (million gallons per day) increase on the plant effluent flow. That indicated a very large leak. The leak caused heavy damage to the road and sidewalks. Crews discovered a 20-foot section of the pipe had been split and repaired the entire section.

Office/Administrative – Assistant Manager Walker

DRIP (Drought Response Information Project)/Drought Update

DRIP and Drought updates were emailed to Board members prior to the meeting.

Caselle Utility Billing Software

Monday, November 21, 2022, Staff received word that the District is now number 5 in the implementation que. Caselle said that they would contact the District December 1, 2022, to talk about kick-off dates.

Resolution Setting Election for May 2, 2023, Resolution 2022-08 – Assistant Manager Walker

identified the terms of office for Directors Diffendaffer and Genova will expire in May 2023. Director Slauson then moved to adopt Resolution 2022-08, the 2023 Clifton Water District Election Resolution (12/1/2022 File, Resolutions, Elections), setting the election for May 2, 2023. Director Mcelley seconded, and the motion passed unanimously. Resolution text is as follows:

Director Genova moved to appoint Assistant Manager Guy Walker as the District's Designated Election Official. Director Davis seconded, and the motion passed unanimously.

RESOLUTION 2022-08

**2023 CLIFTON WATER DISTRICT
REGULAR ELECTION AND APPOINTMENT OF
DESIGNATED ELECTION OFFICIAL RESOLUTION**

§32-1-804, §1-13.5, C.R.S.

WHEREAS, the terms of office of Directors Melvin Diffendaffer, and Nicholas Genova shall expire after their successors are elected at the regular special District election to be held on May 2, 2023, and take office; and

WHEREAS, in accordance with the provisions of the Special District Act and the Colorado Local Government Election Code, the Election must be conducted to elect two Directors to serve for a term of four (4) years; and

NOW, THEREFORE, be it resolved by the Board of Directors of the Clifton Water District in the County of Mesa, State of Colorado that:

1. The regular election of the eligible electors of the District shall be held on May 2, 2023, between the hours of 7:00 A.M. and 7:00 P.M. pursuant to and in accordance with the Act, Code, and other applicable laws. At the time, two Directors will be elected to serve a four-year term.
2. There shall be one polling place at the following location:

*Clifton Fire Station
3254 1/2 F Road
Clifton, CO 81520*

Situated in the County of Mesa, State of Colorado, this polling place shall also be for disabled electors and for eligible electors not residing within the District. If the Designated Election Official deems it to be more expedient for the convenience of the eligible electors of the District (who are also eligible electors in other special districts with overlapping boundaries which are conducting elections on the Election day), the Election may be held jointly with such special districts in accordance with coordinated election procedures as set forth in an agreement between all participating special districts. In such event, the election precincts and polling places shall be as set forth in such agreement. The Designated Election Official is authorized to execute such agreement on behalf of the District, which agreement shall include provisions for the allocation of responsibilities for the conduct and reasonable sharing of costs of the coordinated Election

3. Applications for absentee ballots may be filed with the Designated Election Official at the address indicated on the Call for Nominations, no later than the close of business on the Tuesday immediately preceding the election day (April 25, 2023).
4. The Designated Election Officials of local governments with overlapping boundaries that hold elections the same day by polling place must meet, confer, and thereafter, if practical, hold such elections in a manner that permits an elector in the overlapping area to vote in all of such elections at one polling place. If applicable, Designated Election Official is authorized to enter into an intergovernmental agreement with such local governments on behalf of the District concerning the election procedures and any cost sharing associated with coordinating the use of one polling place.
5. The Board of Directors hereby designate Guy Walker as the Designated Election Official of the District, who is hereby authorized and directed to proceed with any action necessary or appropriate to effectuate the provisions of this Resolution and the Act, Code, or other applicable laws. The Election shall be conducted in accordance with the Act, Code, and other applicable laws. Among other matters, the Designated Election Official shall publish the call for nominations, appoint election judges as necessary, appoint the Canvass Board, arrange for the required notices of election, and printing of ballots, and direct that all other appropriate actions be accomplished.
6. Self-Nomination and Acceptance forms are available at the Designated Election Official's office located at the above address. All candidates must file a Self-Nomination and Acceptance form with the Designated Election Official no earlier than January 1, 2023, nor later than the close of business (time: 5:00 p.m.) on Friday, February 24, 2023.
7. If the only matter before the electors is the election of Directors of the District and if, at the close of business on February 28, 2023, there are not more candidates than offices to be filled at the Election, including candidates timely filing affidavits of intent no later than February 27, 2023, the Designated Election Official shall cancel the Election and declare the candidates elected. Notice of such cancellation shall be published and posted in accordance with the Code. The Notice and this resolution, signed by the Board Chair, shall be filed with the Division of Local Government.
8. If any part or provision of this Resolution is adjudged to be unenforceable or invalid, such judgment shall not affect, impair, or invalidate the remaining provisions of this Resolution, it being the Board's intention that the various provisions hereof are severable.

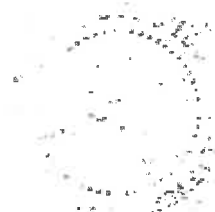
9. Any and all actions previously taken by the Designated Election Official or the Secretary of the Board of Directors or any other persons acting on their behalf pursuant to the Act, the Code or other applicable laws, are hereby ratified and confirmed.
10. All acts, orders, and resolutions, or parts thereof, of the Board which are inconsistent or in conflict with this Resolution are hereby repealed to the extent only of such inconsistency or conflict.
11. The provisions of this Resolution shall take effect immediately.

ADOPTED AND APPROVED this 1 day of December 2022.

By *[Signature]*
Chairman

ATTEST:

By *[Signature]*
Secretary



Resolution Appointing A Designated Election Official and Authorizing Designated Election Official to Cancel Election, Resolution 2022-09 - Director Diffendaffer moved to appoint Assistant Manager Guy Walker as the District's Designated Election Official. Director Slauson seconded, and the motion passed unanimously. Resolution text is as follows:

RESOLUTION 2022-09

**APPOINTING A DESIGNATED ELECTION OFFICIAL AND
AUTHORIZING DESIGNATED ELECTION OFFICIAL
TO CANCEL ELECTION**

32-1-804(2), 1-13.5-513, 1-11-103(3) C.R.S.

WHEREAS, pursuant to 32-1-804(2), C.R.S., the Board of Directors of the Clifton Water District, Mesa County, Colorado is authorized to designate a Designated Election Official (the "DEO") to exercise the authority of the Board in conducting the election, and

WHEREAS, pursuant to 1-13.5-513, C.R.S., the Board can authorize the DEO to cancel the election upon certain conditions.

NOW THEREFORE, be it resolved by the Board of Directors of the Clifton Water District, Mesa County, Colorado that:

1. the Board hereby names Guy Walker as the DEO for the regular special district election scheduled for the 2nd day of May 2023.

the Board hereby authorizes and directs the DEO, if the only matter before the electors is the election of persons to office, to cancel said election and declare the candidates elected, if at the close of business on the sixty-third day before the election there are not more candidates than offices to be filled, including candidates filing affidavits of intent to run as write-in candidates.

2. the Board further authorizes and directs the DEO to publish and post a Notice of Cancellation of election the designated polling place and in the offices of the DEO, the county clerk and Recorder of each county in which the district is located. The DEO shall also notify the candidates that the election was cancelled, and they are elected by acclamation.

4. Pursuant to §1-11-103(3), and §1-13.5-513(1) & (4), if the DEO has cancelled the election, the DEO or district will file this resolution, together with the Notice of Cancellation, with the Division of Local Government.

Adopted and approved this 1 day of Dec, 2022 by the Board of Directors of the _____ District, _____ County, Colorado.

(SEAL)



Melinda Hoffendoff
President

Walter D.
Secretary

Designating Time, Location and Postings of Meetings Resolution 2022-11 – Staff presented Resolution 2022-11 Resolution Designating Meeting Time, Place, and 24-Hour Posting Locations (12/1/2022 File, Resolutions). Director Mcelley moved to adopt Resolution 2022-11, changing the time to the second Thursday of the month. Director Genova seconded, and the motion passed unanimously.

Resolution text is as follows:

RESOLUTION 2022-11

**RESOLUTION DESIGNATING MEETING TIME, PLACE
AND 24-HOUR POSTING LOCATION**

WHEREAS, the Clifton Water District designates that all Regular Board of Directors Meetings will be held the second Thursday of each month at 5:00 p.m. located at the Clifton Water District Office, 510 34 Road, Clifton Colorado; and

WHEREAS, the Clifton Water District designates that the posting places for all Board of Directors meetings are the Clifton Water District Office and the Clifton Water District Website at <http://www.cliftonwaterdistrict.org>; and

WHEREAS, the Clifton Water District designates that the 24-hour Agenda Notice will be posted at the Clifton Water District Office; and

BE IT FURTHER RESOLVED, that this Resolution be adopted this 1st day of December 1, 2022 to be effective January 1, 2023.

ATTEST:


Melvin Diffendaffer – Chairman


Edward Dan McElley – Vice Chairman


Wesley Davis – Secretary


Michael Slauson – Treasurer


Nicholas Genova – Director



Manager's Report

Manager Jones reviewed the October 2022 Manager's Report (12/1/2022 File, Manager's Report).

Ute Water District Legislative Luncheon

Clifton Water District Board of Directors have been invited to attend a luncheon with legislators on December 16, 2022, at 12:00 p.m. The luncheon will be hosted at Ute Water District.

Manager's Evaluation

Staff met with members of the Personnel Committee to discuss a plan for the Manager's upcoming evaluation.

EXECUTIVE SESSION:

None

ADJOURNMENT

The Regular Meeting was adjourned at 6:32 p.m. by Chairman Diffendaffer.

ATTEST:


Melvin Diffendaffer


Dan McElley


Michael Slauson


Wesley Davis


Nicholas Genova