

**MINUTES OF THE BOARD OF DIRECTORS SPECIAL MEETING
CLIFTON WATER DISTRICT
December 29, 2023**

BOARD MEMBERS PRESENT: Mel Diffendaffer, Dan Mcelley, Michael Slauson & Nick Genova.

ABSENT: Wesley Davis.

STAFF MEMBERS PRESENT: Jessica Isley, Jacob Lenihan, Ty Jones, Jennifer Pettingill & Rene Fick.

GUESTS PRESENT: None.

Chairman Diffendaffer called the December 29th, 2023 Special Meeting to order at 12:01pm.

PUBLIC HEARING:

Chairman Diffendaffer called to order the public hearing to consider the proposed FY2024 budget, in accordance with §29-1-106 C.R.S. Notice of the public hearing was published in the Grand Junction Daily Sentinel in accordance with §29-1-106(3) C.R.S. It was noted that no members of the public were present, and the District has not received any public comments regarding the proposed FY2024 Budget.

Resolution 2023-08 – Adoption of the FY2024 Budget - Director Genova moved to approve Resolution 2023-08, Adoption of the FY2024 Budget, seconded by Treasurer Slauson. Motion carried unanimously.

Resolution 2023-09 – Appropriation of revenue to FY2024 Budget - Chairman Diffendaffer moved to approve Resolution 2023-09, Appropriation of revenue to FY2024 Budget, seconded by Vice Chairman Mcelley. Motion carried unanimously.

RESOLUTION 2023-08 TO ADOPT BUDGET

(Pursuant to 29-1-108, C.R.S.)

A RESOLUTION/AN ORDINANCE SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING A BUDGET FOR THE Clifton Water District

COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY, 2024, AND ENDING ON THE LAST DAY OF DECEMBER, 2024.

WHEREAS, the Board of Directors of Clifton Water District has appointed Ty Jones, District Manager to prepare and submit a proposed budget to said governing body at the proper time; and

WHEREAS, Ty Jones, District Manager has submitted a proposed budget to this governing body on December 29, 2023, for its consideration, and;

WHEREAS, upon due and proper notice, published or posted in accordance with the law, said proposed budget was open for inspection by the public at a designated place, a public hearing was held on December 29, 2023, and interested taxpayers were given the opportunity to file or register any objections to said proposed budget, and;

WHEREAS, whatever increases may have been made in the expenditures, like increases were added to the revenues or planned to be expended from reserves/fund balances so that the budget remains in balance, as required by law.

NOW, THEREFORE, BE IT RESOLVED BY THE Board of Directors of the Clifton Water District, Colorado, that the 2024 budget is as follows:

SEE ATTACHED BUDGET

Section 1. That the budget as submitted, amended, and summarized by fund, hereby is approved and adopted as the budget of the Clifton Water District for the year stated above.

Section 2. That the budget hereby approved and adopted shall be signed by Chairman and Treasurer and made a part of the public records of the County/City/Town/District.

ADOPTED, this 29th day of December, A.D., 2023

Attest:


Melvin Diefendaffer, Chairman


Michael Slason, Treasurer

BUDGET SUMMARY

Description	2022 Actual	2023 Projected	2024 Budget
Operating Revenue			
Water Revenue	5,888,639.55	6,800,476.43	8,032,205.00
Penalties & Fees	623,348.94	565,934.86	181,150.00
Other Operating Income	82,691.51	86,289.84	96,000.00
Total Operating Revenue	6,594,680.00	7,452,701.13	8,309,355.00
Operating Expense			
Board and General			
Board Expenses	1,653.02	9,670.23	25,250.00
Community Outreach	41,298.57	70,533.79	37,400.00
Banking & Insurance Expense	134,455.35	189,828.06	228,000.00
Water Shares/Source of Supply	36,170.42	34,368.94	50,000.00
Operating Expense	88,839.78	122,589.77	111,200.00
Professional Fees	62,294.41	52,111.50	75,200.00
Utilities	23,719.50	21,234.60	21,720.00
Facility Repairs/Maintenance	-	3,235.00	18,650.00
Total Board and General Operating Expense	388,431.05	503,571.89	567,420.00
Administrative			
Labor & Benefits	1,080,616.56	1,380,576.63	1,470,780.00
Operating Expense	16,300.99	15,824.02	15,600.00
Human Resource Expense	13,253.97	12,903.53	17,150.00
Professional Fees	147,963.83	140,576.02	223,700.00
Safety Expense	2,843.54	242.87	5,600.00
Training & Travel	17,632.50	15,534.20	30,885.00
Utilities	12,802.44	12,883.30	14,000.00
Rent Expense	3,203.68	2,872.37	3,000.00
Vehicle Expense	7,618.76	6,580.73	8,000.00
Facility & Equipment Maintenance	14,226.63	10,699.29	3,250.00
Total Administrative Operating Expense	1,316,462.90	1,598,692.96	1,791,965.00
Distribution			
Labor & Benefits	659,812.74	966,995.49	1,194,238.00
Operating Expense	23,260.90	16,726.52	24,568.00
Distribution Expense	612,427.91	454,641.26	819,939.00
Professional Fees	24,593.05	6,133.52	7,900.00
Safety Expense	8,209.09	3,784.49	10,500.00
Training & Travel	3,577.71	3,740.84	14,850.00
Utilities	29,873.11	32,103.73	35,250.00
Rent Expense	-	4,131.90	5,000.00
Vehicle Expense	65,805.46	92,162.77	62,649.00
Facility & Equipment Maintenance	8,393.10	25,287.32	37,050.00
Total Distribution Operating Expense	1,435,953.07	1,605,707.84	2,211,944.00
Water Treatment Plant			
Labor & Benefits	607,356.83	715,159.30	867,983.00
Operating Expense	8,254.14	13,372.09	8,815.00
Water Treatment Plant Expense	253,378.94	306,015.50	337,000.00
Professional Fees	17,220.39	45,644.65	94,674.00
Safety Expense	5,822.17	6,212.25	5,730.00
Training & Travel	9,136.00	16,814.04	17,850.00
Utilities	365,431.87	346,267.46	318,000.00
Rent Expense	564.75	7,255.62	11,932.00
Vehicle Expense	6,026.92	4,534.63	5,200.00
Facility & Equipment Maintenance	114,106.23	141,515.33	171,000.00
Total Water Treatment Plant Operating Expense	1,387,298.24	1,602,790.87	1,838,184.00
Total Operating Expense	4,528,145.26	5,310,763.56	6,409,513.00
Operating Income/Loss	2,066,534.74	2,141,937.57	1,899,842.00

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Description	2022 Actual	2023 Projected	2024 Budget
Non-Operating Revenue			
Tap Sales	923,635.30	782,400.00	510,000.00
Penalties & Fees	43,174.40	37,141.30	327,160.00
Interest Revenue	49,995.29	142,508.06	126,650.00
Gain/Loss on Sale of Asset/Investment	(524,796.49)	36,974.69	15,000.00
Grant and Lease Revenue	13,798.51	21,600.00	21,600.00
Other Non-Operating Revenue	8,224.02	29,396.65	-
Total Non-Operating Revenue	514,031.03	1,050,020.70	1,000,410.00
Non-Operating Expense			
Distribution Equipment Purchases	27,054.48	233,571.93	40,000.00
Distribution Improvements	16,500.00	1,607,521.68	1,234,000.00
WTP Equipment Purchases	196,582.81	123,922.18	150,955.00
WTP Improvements	7,117.00	31,506.00	1,400,000.00
Admin Equipment Purchases	173,554.32	84,480.29	3,000.00
Admin Improvements	86,649.86	-	160,000.00
Campus Upgrades	689,072.56	99,285.80	7,500.00
Total Non-Operating Expense	1,196,531.03	2,180,287.88	2,995,455.00
Non-Operating Income/Loss	(682,500.00)	(1,130,267.18)	(1,995,045.00)
Other Expense/Obligations			
Debt Obligation	1,034,150.64	1,047,341.40	1,080,000.00
Reserve Fund	436,000.00	436,000.00	436,000.00
Contingency Fund	-	192,050.00	8,299,514.87
Depreciation Expense	1,930,039.00	1,930,039.00	1,930,039.00
Total Other Expenses/Obligations	1,470,150.64	545,124.22	7,820,469.87
Estimated Beginning Fund Balance	\$ 11,588,694.00	\$ 9,696,140.00	\$ 11,840,756.87
Total Revenue	7,108,711.03	8,502,721.83	9,309,765.00
Total Expenses	(4,528,145.26)	(5,310,763.56)	(9,404,968.00)
Debt Obligation	(1,034,150.64)	(1,047,341.40)	(1,080,000.00)
Estimated Change in Fund Balance	1,546,415.13	2,144,616.87	(1,175,203.00)
Depreciation and Contingency Expense	(2,366,039.00)	(2,558,089.00)	(10,665,553.87)
Estimated Ending Balance	9,696,140.00	11,840,756.87	(0.00)

I, Ty Jones, Clifton Water District Manager, certify that the foregoing is a true and accurate copy of the adopted 2024 budget for Clifton Water District.

Signature: Ty Jones Date: 12-14-23

RESOLUTION 2023-09 TO APPROPRIATE SUMS OF MONEY

(Pursuant to Section 29-1-108, C.R.S.)

A RESOLUTION/AN ORDINANCE APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS AND SPENDING AGENCIES, IN THE AMOUNT AND FOR THE PURPOSE AS SET FORTH BELOW, FOR THE Clifton Water District, COLORADO, FOR THE 2024 BUDGET YEAR.

WHEREAS, the Board of Directors has adopted the annual budget in accordance with the Local Government Budget Law, on December 29, 2023, and;

WHEREAS, the Board of Directors has made provision 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 purposes described below, thereby establishing a limitation on expenditures for the operations of the Clifton Water District.

NOW, THEREFORE, BE IT RESOLVED/ORDAINED BY THE Board of Directors OF THE 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:

GENERAL FUND:

Current Operating Expenses	\$	<u>6,409,513</u>
Capital Outlay	\$	<u>2,995,455</u>
Debt Service	\$	<u>1,080,000</u>
TOTAL GENERAL FUND	\$	<u>10,484,968</u>

(List all funds or spending agencies by name and give breakdown as shown above.)

ADOPTED THIS 29th day of December, A.D. 2023.

Attest:


Melvin Diffendaffer, Chairman


Michael Slauson, Treasurer

ADJOURN MEETING:

Treasurer Slauson moved to adjourn the meeting, seconded by Director Genova. Meeting Adjourned at 12:03pm.

ATTEST:


Melvin Diffendaffer


Dan Mcelley


Michael Slauson

Absent
Wesley Davis


Nicholas Genova