

**MINUTES OF BOARD OF DIRECTORS MEETING
CLIFTON WATER DISTRICT
SEPTEMBER 2, 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, David Reinertsen, Angie Beebe, Jake Lenihan, and Branden Edmonds

REGULAR MEETING

Chairman Peck called the September 2, 2021, Regular Meeting to order at 5:00 p.m.

MINUTES OF THE AUGUST 5, 2021, REGULAR MEETING

Director Diffendaffer moved to approve the August 5, 2021, Regular Meeting Minutes. Director Sparks seconded, and the motion passed unanimously.

MINUTES OF THE AUGUST 23, 2021, SPECIAL MEETING /STUDY SESSION

Director Diffendaffer moved to approve the August 23, 2021, Special Meeting/Study Session 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 \$167,474.63, plus Special Check of \$1,056.50, plus another Special Check of \$57,786.30, plus Supplemental Checks of \$21,272.37, plus Benefits Checks of \$29,581.53, plus HRA Disbursements of \$5,286.99, for a total of \$282,458.32 with the exception of check #38770 payable to FCI Constructors, Inc. which was acted upon under Unfinished Business. Director Mcelley seconded, and the motion passed unanimously.

MANAGER'S REPORT

Manager Tooker reviewed the July 2021 Manager's Report (09-02-2021 File, Manager's Report).

INFORMATIONAL REPORT

Drought Information – Assistant Manager Reinertsen presented an Informational Report (09-02-2021 File, Staff Reports) summarizing the current Drought status. Due to the recent precipitation events, Mesa County has been downgraded to D-2 Severe Drought and D-3 Extreme Drought conditions. The latest update from the Historic Users Pool (HUP) management group, indicates

the reservoir release strategy that will maintain releases through October 2021, continuing at a rate that meets the minimum water user needs.

The latest regional weather update from Aldis Strautins, of the local National Weather Service office, was reviewed with the Board. Near term projections indicate a strong potential for continued lower than average precipitation with above average temperatures. 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 Growl advertising group to tie local conditions to the social media messaging being sent out to the public, as it relates to regional, basin-wide conditions.

EXPRESS AGENDA

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

Project 2021-01 AWIA Evaluation Phase 2 - Emergency Response Plan – Staff continues to work with Black & Veatch on the updating and issuance of the District’s Emergency Response Plan. The updated Emergency Response Plan will address several of the identified deficiencies noted in the Phase 1 Evaluation performed earlier by Black & Veatch.

2021 Poly Replacement Program – The 2021 Pre-Emptive Poly Replacement Program will begin September 7, 2021, and continue until weather conditions are prohibitive. District personnel will be replacing 107 poly service lines in Clifton Village South, east of 32 Road and North of E Road on Campbell Way, Kennedy Ave, Hornbaker Ct., Bunting Ave, Garland St., and Elm Ave. Customers have been mailed notices of the construction activities in the area and each property receiving a new service line has been an additional notice of the projected construction date for their service line.

UNFINISHED BUSINESS

2020 FY Audit – Manager Tooker identified that the Draft 2020 Audit had not yet been received. It will be forwarded to the Board upon receipt. No action taken, informational only.

Project RM2019-01 Middle Tank Repairs Phase 4 Slope Stabilization – Assistant Manager Reinertsen reported on the design progress of the Phase 4 Slope Stabilization Project. The Project Engineer, Burns and McDonnell, is scheduled to present the 90% construction documents for staff review and comment by September 17th, with final design and construction documents to be presented to the Board for discussion and direction for commencing the public bid process at the October 7th Regular Board Meeting. Preliminary cost construction estimate costs are well within the remaining authorized FY 2021 budget. No action taken, informational only.

2022 FY Budget – The Board appointed Director Mcelley to replace Director Sparks on the Budget Committee due to previous commitments Director Sparks has in September. Staff will

present the initial draft 2021 Budget to the committee on September 16, 2021 with an update to the committee on September 29th.

Project 2019-01 Expansion/Renovation Administration Building – Staff presented a Staff Report (09-02-2021 File, Staff Reports) that identified a request from FCI to release a partial amount of the contract retainage to make final payment to several of the construction subcontractors that have completed all their contract work. The requested amount, \$57,786.30, leaves \$16,754.26 available for Final Payment Advertising once the remaining contract items are completed. Director Mcelley moved to authorize issuance of check #38770 in the amount of \$57,786.30, be processed. Director Sparks seconded, and the motion passed unanimously

NEW BUSINESS

Project 2021-02 McDonalds/Denny’s New Waterline Project – Staff has contracted with Tetra Tech to produce the design and construction documents for this FY2021 budgeted new waterline installation project. The project will provide for a new 8” PVC waterline connecting the existing 6” waterline in the I-70 Business Loop right-of-way, in front of McDonald’s Restaurant, with the 10” AC waterline located south of Denny’s Restaurant. Staff is proceeding with project advertisement with a planned public bid opening on October 5, 2021, with contract award recommendations to be presented at the October 7, 2021, Regular Board Meeting. No action taken, informational only.

EXECUTIVE SESSION

Chairman Peck moved to enter Executive Session at 5:52 pm, to discuss Personnel Matters - Manager’s Position and the Manager’s Evaluation, per 24-6-402(4)(f) C.R.S. Director Diffendaffer seconded, and the motion passed unanimously.

All Staff exited the meeting with the exception of Manager Tooker, who remained.

The Board exited the Executive Session at 7:14 p.m.

ADJOURNMENT

The Regular Meeting was adjourned at 7:16 p.m. by Chairman Peck.

ATTEST:



Dale Peck



Stan Sparks



Melvin Diffendaffer



Michael Slauson



Dan Mcelley