

**MINUTES OF BOARD OF DIRECTORS MEETING  
CLIFTON WATER DISTRICT  
THURSDAY, JANUARY 5, 2006**

**BOARD MEMBERS PRESENT:** John Ballagh, Chairman; Doralyn Genova, Vice-Chairman; Paul Teal, Secretary; Brian Woods, Assistant Secretary; Randy Cook, Treasurer

**STAFF MEMBERS PRESENT:** Dale Tooker, David Reinertsen, Carrie Restivo, Laure Watkins

**REGULAR MEETING** - Chairman Ballagh called the meeting to order at 5:03 p.m.

**MINUTES OF THE DECEMBER 8, 2005 BOARD MEETING** - Director Teal moved to accept the minutes of the December 8, 2005 Board Meeting with corrections. Director Genova seconded and the motion passed unanimously.

**FINANCIAL REPORT AND ACCOUNTS PAYABLE** - Director Teal moved to accept the financial report as presented and approve expenditures of **\$49,696.03** plus **\$447,006.36** on the supplemental statement, for a total of **\$496,702.39**. Director Genova seconded, and the motion passed unanimously.

**STAFF REPORTS** – Lincoln National Retirement Transfers – Manager Tooker presented a Staff Report regarding the status of the retirement plan summarizing the recent Lincoln National transfers to CCOERA. (*File 1-5-06 and Staff Reports*).

2006 Distribution Project Overview - Assistant Manager Reinertsen provided a brief overview of the 2006 Projects schedule. (*File 1-5-06 and 2006 Distribution Project*).

Raw Water Supply Line Break - Manager Tooker reported that the 24" Raw Water Supply Line from the river had broken on Wednesday evening, January 4. District crews are working on the repair, and if the correct parts are not available, Ute Water has been contacted to be on standby to supply finished water.

**EXPRESS AGENDA** - The Directors reviewed the Express Agenda and accepted the following items as presented:

Plant Optimization Phase II Project 2002-03 Update – The Contractor has completed the volumetric and visual leak tests on the flocculation and sedimentation basins. Backfilling the perimeter is in progress with masonry work scheduled to start the week of January 16, 2006. The Contractor continues to be approximately 10 calendar days behind the approved performance schedule with recovery planned during the masonry work.

Waterline Replacement Project 33 & F 5/8 – The new waterline crossing beneath the U.S. Government Highline Canal is complete. This line is scheduled to be in service the week of January 2, 2006. The project is being cooperatively performed with the Clifton Sanitation District No. 2, the Mesa County Road and Bridge Department and the U.S. Bureau of Reclamation.

Central Grand Valley Sanitation – Central Grand Valley Sanitation District received the letter from the Board requesting a follow up meeting concerning the Reynolds/Warren Property. Included in the Board Packet is a return letter from Central Grand Valley Sanitation indicating that a meeting in February would be possible.

Grand Valley Irrigation Auction – Staff attended this auction on December 8, 2005. The District was successful in purchasing five (5) shares of Grand Valley Irrigation stock.

### **UNFINISHED BUSINESS**

Colorado Water Users Association Conference Briefing – Directors Ballagh, Cook and Manager Tooker presented a briefing of the Colorado River Water Users Association Conference in Las Vegas, December 14, 15, and 16, 2005.

Designation of Time, Place and Posting of Meetings – A Resolution to Designate Meeting Time, Place and 24 Hour Posting Location was presented and reviewed (*File 1/5/06 and Resolutions*). Director Genova moved to adopt the resolution. Director Teal seconded and the motion passed unanimously.

### **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 first 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 following three additional locations; Clifton Sanitation District #2 Office, Clifton Fire Department, and the Mesa County Clerk and Records Office Clifton Branch; 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 5<sup>th</sup> day of January 2006.

2005 Audit Engagement Letter – Staff presented a letter for Contract of Services from Mary Brennes to perform the 2005 Audit. Director Genova moved to accept and sign the Contract of Services to perform the 2005 Audit from Mary Brennes. Director Woods seconded and the motion passed unanimously.

2006 Availability of Service Charge – Manager Tooker provided a Staff Report (*File 1/5/06, Staff Reports and Availability of Service Charge*) for the 2006 Availability of Service Charge. Director Teal moved to revise the Availability of Service Charge Policy #430 establishing the In-District Availability of Service Charge at \$9.20 a month, which is 49.8% of the 2005 average usage per month, and the Out of District Availability of Service Charge at \$13.80 a month, which is 42.7% of the 2005 average usage per month or 1.5 times the In-District Availability of Service Charge. Director Genova seconded and the motion passed unanimously.

Operating Revenue Excess Reporting Procedures – The Board discussed improving the reporting of the District’s excess operating revenue. Staff was directed to identify the restricted cash as required by the 1996 and 2003 Revenue Bond covenants and develop an improved reporting procedure.

Standing District Committees – The Board discussed the continued need for a number of committees. Board members were selected to serve on the following District Committees:

*Budget Committee:* Paul Teal & Brian Woods

*Personnel Committee:* John Ballagh & Randy Cook

*Policy & Standards Committee:* Paul Teal & Doralyn Genova


*Construction Committee:* Brian Woods & Randy Cook


It was a consensus of the Board to establish a Rate Committee after May 2006.

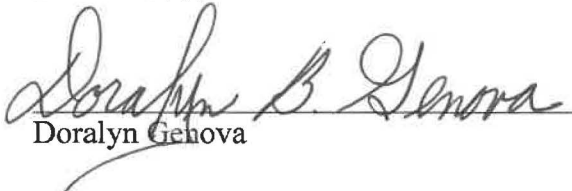
2006 Workers Comp Premium – Manager Tooker provided a Staff Report (*File 1/5/06, Staff Report and Workers Compensation*) regarding 2006 Workers Comp proposals. Staff recommended that the Board approve the Colorado Special Districts Property and Liability Pool Workers Comp Proposal in the amount of \$22,475.60. Director Woods moved to accept the proposal as presented. Director Teal seconded and the motion passed unanimously.

The meeting adjourned at 6:45 p.m.


ATTEST:

  
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John L. Ballagh

  
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Brian Woods

  
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Doralyn Genova

  
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Paul Teal

  
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Randy L. Cook

**MINUTES OF BOARD OF DIRECTORS MEETING  
CLIFTON WATER DISTRICT  
THURSDAY, FEBRUARY 2, 2006**

**BOARD MEMBERS PRESENT:** John Ballagh, Chairman; Doralyn Genova, Vice-Chairman; Paul Teal, Secretary; Brian Woods, Assistant Secretary; Randy Cook, Treasurer

**STAFF MEMBERS PRESENT:** Dale Tooker, David Reinertsen, Carrie Restivo, Laure Watkins

**REGULAR MEETING** - Chairman Ballagh called the meeting to order at 5:05 p.m.

**MINUTES OF THE JANUARY 5, 2006 BOARD MEETING** - Director Teal moved to accept the minutes of the January 5, 2006 Board Meeting. Director Woods seconded and the motion passed unanimously.

**FINANCIAL REPORT AND ACCOUNTS PAYABLE** - Director Teal moved to accept the financial report as presented and approve expenditures of **\$56,719.99** plus **\$684,580.32** on the supplemental statement, for a total of **\$741,300.31**. Director Genova seconded and the motion passed unanimously.

**STAFF REPORTS** – Colorado Basin Round Table Committee Report – Manager Tooker reported on his Round Table Committee participation.

Colorado River Water Quality Group – Manager Tooker reported that members of the Water Quality Group met on January 11, 2006 to discuss water quality issues as they pertain to users in the lower Colorado River Basin.

24" Raw Waterline Repair – Manager Tooker provided a brief verbal overview of the written staff report (*File 2-2-06 and 2006 Staff Reports*) regarding the repairs.

**EXPRESS AGENDA** - The Directors reviewed the Express Agenda and accepted the following items as presented:

Plant Optimization Phase II Project 2002-03 Update – Garney Construction has completed backfill activities around the perimeter of the building, and started yard piping and tie-ins to the existing treatment plant. Garney has revised their overall construction schedule to reflect an updated task logic base line. This revised schedule still identifies Substantial Completion on May 16, 2006, with Final Completion on June 15, 2006, as stated in the original contract.

Utility Billing RFP Evaluation – A Staff committee comprised of Tooker, Reinertsen, Restivo, Muncaster, Church and Pennal have scheduled reviews for six Utility Billing System presentations. A Staff recommendation to the Board will be made at the March 2, 2006 Board meeting.

Operating Revenue Excess Reporting Procedures – Staff is evaluating the reporting process and Restricted Assets requirement and will present information at the March 2, 2006 Board meeting.

District Milestone 10,000<sup>th</sup> Active Tap – On January 19, 2006, the District processed the 10,000<sup>th</sup> active tap. A press release is included in the Board packet that recognizes the milestone, and highlights the current Water Treatment Plant Construction.

North Raw Water Settling Pond Project – Staff is scheduled to meet with the project engineer, Boyle Engineering, to review a draft preliminary design. Staff will continue to keep the Board informed of the design process.

**UNFINISHED BUSINESS** - Energy & Mineral Impact Assistance Grant – On January 17, 2006, Staff received a letter of confirmation from the Department of Local Affairs recommending immediate funding of the South Finished Water Storage Tank project. The board directed staff to seek counsel from the District's attorney concerning Amendment 1 and TABOR issues.

Western Colorado Waters Meeting Update – Director Cook presented a briefing of the Western Colorado Waters Meeting held January 10, 2006.

Schedule for District Committees – Manager Tooker presented a calendar (*File 2-2-06*) of Committee meeting dates for 2006. Board members reviewed the calendar and made adjustments.

**NEW BUSINESS** - Appoint Designated Election Official For May 2, 2006 Election – Director Teal moved to appoint Dave Reinertsen as the Designated Election Official for the May 2, 2006 Election. Director Woods seconded and the motion passed unanimously. A “Call for Nominations” advertisement will be submitted in compliance with C.R.S 32-1-804.1.

Project 2006-01 Engineering Services RFP for South Finished Water Storage Tank – Manager Tooker requested that the RFP be changed to an RFQ. Manager Tooker also requested Board approval for advertisement of the Request for Qualifications for Engineering Services for the South Finished Water Storage Tank. Director Woods moved to approve advertisement of an RFQ for Project 2006-01 Engineering Services for the South Finished Water Storage Tank. Director Teal seconded and the motion passed unanimously.

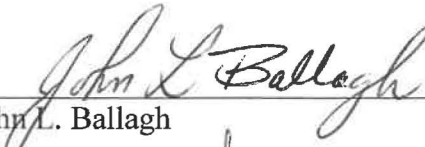
Project 2006-02 Advertise for Bids, I-70 B Waterline Crossing Project – Manager Tooker requested Board approval to advertise for construction bids for a new I-70 B water line crossing located at approximately F ¼ Road. Director Genova moved to approve advertisement for construction bids for the I-70 B Waterline Crossing Project. Director Woods seconded and the motion passed unanimously.

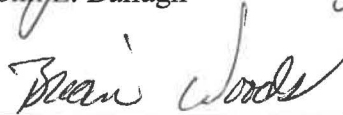
Colorado River Water Conservation District Water Project Grant – Director Cook moved to ratify the grant application submitted to the Colorado River Conservation District Water Project Grant for Tamarisk removal. Director Teal seconded and the motion passed unanimously. Board direction for use of the grant funds is to use \$5,000 for tamarisk removal and \$5,000 for re-vegetation.

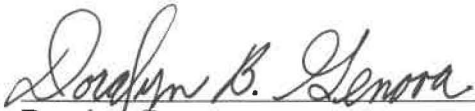
Colorado River Water Users Association – Director Cook presented an article from the Daily Sentinel entitled “*Consensus Reached in Colorado River Talks*”. Information item only.  
Kannah Creek Master Plan – Director Cook presented a Master Plan from the Mesa County Planning Commission for the Kannah Creek area. Information item only.

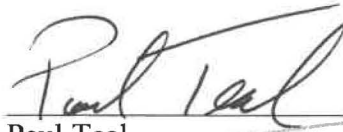
The meeting adjourned at 7:37 p.m.


ATTEST:

  
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John L. Ballagh

  
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Brian Woods

  
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Doralyn Genova

  
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Paul Teal

  
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Randy L. Cook

**MINUTES OF BOARD OF DIRECTORS MEETING  
CLIFTON WATER DISTRICT  
THURSDAY, MARCH 2, 2006**

**BOARD MEMBERS PRESENT:** John Ballagh, Chairman; Doralyn Genova, Vice-Chairman; Paul Teal, Secretary; Brian Woods, Assistant Secretary; Randy Cook, Treasurer

**STAFF MEMBERS PRESENT:** Dale Tooker, David Reinertsen, Carrie Restivo, Laure Watkins

**REGULAR MEETING** - Chairman Ballagh called the meeting to order at 5:02 p.m.

**MINUTES OF THE FEBRUARY 2, 2006 BOARD MEETING** - Director Teal moved to accept the minutes of the February 2, 2006 Board Meeting. Director Genova seconded and the motion passed unanimously.

**FINANCIAL REPORT AND ACCOUNTS PAYABLE** - Director Teal moved to accept the financial report as presented and approve expenditures of \$48,880.67 plus \$169,931.64 on the supplemental statement, for a total of \$218,812.31. Director Cook seconded and the motion passed unanimously.

**STAFF REPORTS**

**Tour of Plant Optimization Construction Site** – Staff took the Board on a tour of the new plant construction site.

**Commendation from State of Colorado House of Representatives** – Manager Tooker shared the Certificate of Commendation for Services and Recognition of the District's 10,000 Tap Sale, received from Representative Josh Penry.

**EXPRESS AGENDA** - The Directors reviewed the Express Agenda and accepted the following items as presented:

**Plant Optimization Phase II Project 2002-03 Update** – Garney Construction has mobilized the mason onsite and started block wall construction. New settler plates have been installed in both treatment trains and yard piping, and existing tie-ins continue. The project is still on schedule with approximately 65% on the contract value work complete.

**North Raw Water Settling Pond Project** – Staff met with Boyle Engineering concerning the preliminary design of the North Raw Water Settling Pond. Boyle is working on the pond sizing and configuration. Future reports will be presented to the Board

**Colorado River Water Quality Group** – Manager Tooker met Colorado River users on January 11, 2006 and will be meeting again on March 1, 2006 to continue discussions of water quality impacts of eastern slope water projects.

**Project 2006-02 I-70 B Water Line Crossing Project** – Advertisement for bids are scheduled to run from the weeks of March 13 through March 27. Bid opening is scheduled for April 5, 2006 with contract award recommendations to be presented at the April 6, 2006 Board Meeting.

Colorado River Water Conservation District Water Project Grant – The Colorado River Water Conservation District received the District’s grant request and will be notifying successful applicants at a later date.

Annual Water Treatment Plant Compliance Inspection – On February 1, 2006, Mark Kadnuck from the Colorado Department of Public Health and Environment performed the annual Compliance Inspection of the District’s Water Treatment Facility. Water Treatment Plant Superintendent, Payne, reported a successful plant inspection. The report is included in the Board Packet. The Board commended the Treatment Plant Staff on an excellent report.

Policy and Standards Committee Meeting – The Policy and Standards Committee met February 14, 2006 to discuss review criteria and identify policies to be reviewed by the committee. Future meetings will review, Availability of Service Charge, Cash and Cash Flow, Investment, Purchasing, and Protocol policies.

### **UNFINISHED BUSINESS**

Project 2006-01 Engineering Services RFQ for South Finished Water Storage Tank –Assistant Manager Reinertsen provided a Staff Report (*File 3/2/06 and 2006 Staff Reports*) of the completed evaluations for the three (3) proposals submitted for this project. There was significant discussion regarding the evaluation and scoring process to select an engineering firm. Upon Staff recommendation Director Woods moved to select Burns & McDonnell, Inc., as the engineering firm to provide engineer service support for the South Finished Water Storage Tank. Director Teal seconded and the motion passed unanimously.

Energy & Mineral Impact Assistance Grant – The Board discussed Attorney Frey’s letter of recommendation (*File 3/2/06 and 2006 Attorney Correspondence*) pertaining to Amendment #1 issues. It was the Board’s consensus to direct Staff to structure the grant so that the ten percent (10%) rule is not exceeded in 2006, and that the District’s Water Activity Enterprise is not compromised. The Board expressed no action until a contract is in place.

Utility Billing RFP Evaluation – Manager Tooker presented a Staff Report (*File 3/2/05 and 2006 Staff Reports*) detailing the evaluation process of six (6) firms that submitted proposals. Staff will be conducting site visits of the three (3) finalists and will present their recommendations at the May 4, 2006 Board meeting.

Election - Approval and Signing of Resolution for Designated Election Official – Director Teal moved to accept the Resolution Appointing Assistant Manager Reinertsen as the Designated Election Official and Authorizing Designated Election Official to Cancel Election (*File 3/2/06, 2006 Election and Resolutions*). Director Woods seconded and motion passed unanimously.

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

1-1-111(2), 1-5-208(1.5), C.R.S.

**WHEREAS**, pursuant to 1-1-111(2) C.R.S., the Board of Directors of the **Clifton Water District** is authorized to designate an election official to exercise authority of the Board in conducting an election, and

**WHEREAS**, pursuant to 1-5-208, C.R.S., the Board can authorize the Designated Election Official to cancel the election upon certain conditions;



**NOW THEREFORE**, be it resolved by the Board of Directors for the **Clifton Water District** that: (1) the Board has named **David A. Reinertsen as the Designated Election Official** for the regular/special district election scheduled for the 2nd day of May, 2006, and (2) the Board hereby authorizes and directs the Designated Election Official to cancel said election and declare the candidates elected if at the close of business on the sixty-third day before the election there were not more candidates for director than offices to be filled, including candidates filing affidavits of intent to be write-in candidates. The Board further authorizes and directs the Designated Election Official to publish and post notice of the cancellation at each polling place and in the offices of the Designated Election Official, Clerk and Recorder of each county in which the district is located, and file with the Division of Local Government. The Designated Election Official shall also notify the candidates that the election was canceled and they were elected by acclamation.

Adopted this **2nd** day of **March 2006**, by the Board of Directors of the **Clifton Water District**.

Status of May 2, 2006 Election - As of February 23, the District had received four (4) self-nominations. Designated Election Official, Assistant Manager Reinertsen, made recommendation to the Board to cancel the May 2, 2006 Election. Director Woods moved to accept the Resolution Cancellation of Election Declaration Deeming Candidates Elected (*File 2006 Election, 3/2/06 and Resolutions*). Director Teal seconded and the motion passed unanimously.

**RESOLUTION  
CANCELLATION OF ELECTION  
DECLARATION DEEMING CANDIDATES ELECTED**

1-5-208(1.5), C.R.S.

**CLIFTON WATER DISTRICT,  
MESA COUNTY, COLORADO**

**WHEREAS**, the Board of Directors of the District has duly certified that at the close of business on the sixty-third day before the election to be conducted on May 2, 2006, there were not more candidates for director than offices to be filled, including candidates filing affidavits of intent to be write-in candidates,

**AND WHEREAS**, the board has authorized cancellation of the election

**AND WHEREAS**, the board has held a meeting regarding the intention to cancel the election.

**NOW THEREFORE**, pursuant to 1-5-208 (1.5), C.R.S., the board **HEREBY** cancels the regular election to be conducted on the 2nd day of May, 2006 .

**THE BOARD DECLARES THE FOLLOWING CANDIDATES DEEMED ELECTED FOR THE FOLLOWING TERMS OF OFFICE:**

<u>John L. Ballagh</u>	<u>3125 North Teal Court – Grand Junction, CO 81504</u>	<u>4 Year – 2006-2010</u>
<u>Randy L. Cook</u>	<u>498 Rambling Acres Road – Clifton, CO. 81520</u>	<u>4 Year – 2006-2010</u>
<u>Doralyn B. Genova</u>	<u>544 Dodge Street – Grand Junction, CO 81504</u>	<u>4 Year – 2006-2010</u>
<u>Paul A. Teal</u>	<u>3129 D ¾ Road – Grand Junction, CO 81504</u>	<u>2 Year – 2006-2008</u>

Signed by:

Contact Person for the District: **David A. Reinertsen**  
Telephone Number of the District: **970-434-7328**  
Address of the District: **510 34 Road – Clifton, CO 81520**

**Adopted this 2nd day of March 2006, by the Board of Directors of the Clifton Water District.**

Operating Revenue Excess Reporting Procedures – Manager Tooker presented a Staff Report (*File 3/2/06 and 2006 Staff Reports*) addressing the reporting of Operating Revenue and Restricted Assets that must be maintained for the District's two Revenue Bond issues. It was a consensus of the Board to have staff implement the identified reporting procedures as presented in the Staff Report.

Warren Property – A letter (*File 2006 Incoming Correspondence and Warren Property*) from Larry Beckner, Attorney for Central Grand Valley Sanitation, dated February 21, 2006, was reviewed by the Board. No Board action required.

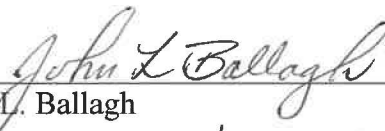
SB-156 Special Fees Legislation – It was a consensus of the Board to send letters to Representatives to express the District's position of non-support of SB-156.


**NEW BUSINESS**


Purchase of Grand Valley Irrigation Shares – Manager Tooker presented a Staff Report (*File 3/2/06 and 2006 Staff Reports*) recommending that the Board authorize Manager Tooker to negotiate the purchase of 39 GVICO shares. It was the consensus of the board to authorize Manager Tooker to negotiate the purchase of the shares as presented in the Staff Report.


The meeting adjourned at 7:45 p.m.

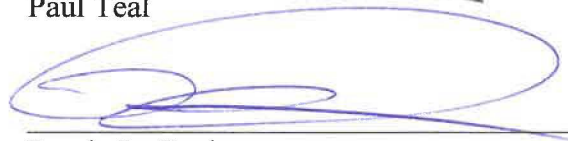
ATTEST:

  
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John L. Ballagh

  
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Brian Woods

  
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Doralyn Genova

  
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Paul Teal

  
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Randy L. Cook

**MINUTES OF BOARD OF DIRECTORS MEETING  
CLIFTON WATER DISTRICT  
THURSDAY, APRIL 13, 2006**

**BOARD MEMBERS PRESENT:** John Ballagh, Chairman; Doralyn Genova, Vice-Chairman; Paul Teal, Secretary; Brian Woods, Assistant Secretary; Randy Cook, Treasurer

**STAFF MEMBERS PRESENT:** Dale Tooker, Carrie Restivo, Laure Watkins

**REGULAR MEETING** - Chairman Ballagh called the meeting to order at 5:15 p.m.

**MINUTES OF THE MARCH 2, 2006 BOARD MEETING** - Director Teal moved to accept the minutes of the March 2, 2006 Board Meeting with changes noted. Director Genova seconded and the motion passed unanimously.

**FINANCIAL REPORT AND ACCOUNTS PAYABLE** - Director Teal moved to accept the financial report as presented and approve expenditures of \$96,019.92 plus \$401,936.80 on the supplemental statement, for a total of \$497,956.72. Director Genova seconded and the motion passed unanimously.

Director Cook entered meeting at 5:30 pm.

**STAFF REPORTS**

**Utility Billing System Evaluation** – Manager Tooker reported on the status of the utility billing system selection process. The committee will present their findings, and make recommendation at the May 4, 2006 Board meeting.

**EXPRESS AGENDA** – The Directors reviewed the Express Agenda and accepted the following items as presented:

**Purchase of Grand Valley Irrigation Shares** – The District purchased 39 shares of GVICo stock not exceeding the budgeted amount for the purchase.

**Plant Optimization Phase II Project 2002-03 Update** – The Contractor has installed the concrete roof decking with final masonry work to be completed the week of April 10th. Plumbing and electrical work continues. The new pipe tie-in to the existing south sand filter is complete with the north side tie-in scheduled for completion the week of April 17th. The project is still on schedule for substantial completion by May 15, 2006.

**Project 2006-01 South Finished Water Storage Tank** – Staff met with representatives of Burns & McDonnell Engineering Company to discuss design and construction parameters. Contract negotiations for engineering design services continue.

**UNFINISHED BUSINESS**

**Project 2006-02 I-70 B Water Line Crossing Project** – A Staff Report (*File 4/13/06 and 2006 Staff Reports*) was presented to the Board concerning project 2006-02. Director Woods moved to not award the bid for Project 2006-02 due to the lack of competitive bids and that the bid received exceeded the budgeted amount for the project. Director Genova seconded and the motion passed unanimously.

Customer Billing Proposal for Clifton Sanitation District #2 – Manager Tooker reported that he had made a proposal to the Clifton Sanitation District #2 to provide monthly billing services at a cost of \$0.30 per bill for their estimated 4,000 customers. Clifton Sanitation District #2 accepted the proposal. Staff will coordinate the details and bring any policy issues or agreements to the Board at a later date.

**NEW BUSINESS**

2005 Draft Audit – The Board reviewed the 2005 Draft Audit (*File 4/13/06 and 2005 Audit*) provided by Mary Brennes, CPA. Ms. Brennes, will present a final copy of the 2005 Audit at the May 4, 2006, Board meeting.

Personnel Policy Maintenance - Section 18 – Other Benefits – A Staff Report (*File 4/13/06, 2006 Staff Reports and Personnel Policy*) was presented identifying policy revisions recommended by the Personnel Committee to accommodate the recent changes in Health Insurance, the Retirement Program and the Section 125 Flexible Benefits Plan. Director Woods moved to accept the recommended changes to Section 18 – Other Benefits of the Personnel Policy with an effective date of April 14, 2006. Director Genova seconded and the motion passed unanimously.

Personnel Policy Maintenance - Section 2 – General – A Staff Report (*File 4/13/06, 2006 Staff Report and Personnel Policy*) was presented identifying proposed policy revisions recommended by the Personnel Committee. After discussion, it was Board consensus to return the policy to the Personnel Committee for further review and discussion. No action taken.

Policy #430 Availability of Service Policy – A Staff Report (*File 4/13/06, 2006 Staff Reports and Operating Policy*) was presented identifying recommendations by the Policy and Standards Committee to amend Policy #430, Availability of Service. The amended policy would allow the annual Availability of Service Charge determination to be set by Board Resolution rather than amending the policy. Director Woods moved to accept the amended Policy #430, Availability of Service Charge. Director Teal seconded and the motion passed unanimously.

Request for Out-of-District Inclusion for Ronald Neal (221 31 3/10 Road) – A Staff Report (*File 4/13/06, 2006 Staff Reports and Out of District Inclusions*) and formal request documents (*File Out of District Inclusion*), were presented to the Board. Director Cook moved to approve the Neal property, known as 221 31 3/10 Road, Tax Schedule ID #2943-273-00-088, to be included in the District's, Out of District service area and that it would be served by no more than one (1) single residential service tap governed by all District policies. Director Genova seconded and the motion passed unanimously.

The meeting adjourned at 7:15 p.m.

ATTEST:

  
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John L. Ballagh

  
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Brian Woods

  
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Doralyn Genova

  
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Paul Teal

  
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Randy L. Cook

**MINUTES OF BOARD OF DIRECTORS MEETING  
CLIFTON WATER DISTRICT  
THURSDAY, MAY 4, 2006**

**BOARD MEMBERS PRESENT:** John Ballagh, Chairman; Doralyn Genova, Vice-Chairman; Paul Teal, Secretary; Brian Woods, Assistant Secretary; Randy Cook, Treasurer

**STAFF MEMBERS PRESENT:** Dale Tooker, David Reinertsen, Carrie Restivo, Laure Watkins, Violet Church, Genny Muncaster, Dave Payne, Eric Pennal

**REGULAR MEETING** - Chairman Ballagh called the meeting to order at 5:05 p.m.

**MINUTES OF THE MARCH 2, 2006 BOARD MEETING** - Director Teal moved to accept the minutes of the April 13, 2006, Board Meeting with changes noted. Director Genova seconded and the motion passed unanimously.

**OATH OF NEW DIRECTORS** – Assistant Secretary, Director Woods, administered the Oath of Office and installed the following individuals to the Board of Directors for a four (4) year term: John Ballagh, Doralyn Genova, and Randy Cook. Paul Teal was installed to the Board of Directors for a two (2) year term. Each member signed an Oath of Office. (*File 5/4/06 and Oath of Office – 2006 Election*).

**FINANCIAL REPORT AND ACCOUNTS PAYABLE** - Director Teal moved to accept the financial report as presented and approve expenditures of \$67,146.73 plus \$646,992.57 on the supplemental statement, for a total of \$714,139.30. Director Genova seconded and the motion passed unanimously.

**STAFF REPORTS**

**Utility Billing System Evaluation** – A presentation by the Utility Billing Evaluation Committee, and a Staff Report (*File 5/4/06, 2006 Staff Reports and Presentations*) that outlined the committee's recommendations, was presented to the Board.

**2005 Water Quality Goal Analysis** – Water Treatment Superintendent, Payne, gave a presentation on the 2005 Water Quality Goal Analysis (*File 5/4/06 and Presentations*).

**EXPRESS AGENDA** – The Directors reviewed the Express Agenda and moved item four, Colorado River Trail Extension, to New Business. The Board accepted the following items as presented:

**Plant Optimization Phase II Project 2002-03 Update** –The Contractor has completed all masonry work and final roof membrane installation is in progress. Interior piping, electrical, and specialty metal work continues. Testing of plant equipment is scheduled to begin the week of May 8. Due to installation delays regarding the existing plant tie-ins, the Contractor is nine days behind schedule. Substantial completion is now scheduled for May 31, 2006. As of March 31, 2006, the project costs are approximately 78% complete.

Project 2006-01 South Water Storage Tank –Staff continues to negotiate a design contract with Burns & McDonnell. Staff met with the Mesa County Planning Department to identify the paperwork needed to meet the Conditional Use Permit requirements for this project. These items are due to the Planning Department by May 11, 2006 to meet the County approval schedule for a September 2006 project construction start.

Mesa County 33 Road Project Cost Share - Mesa County has completed the first phase of the 33 Road corridor upgrade project. The District participated in a cost share for that portion of the project that involved the District's eight-inch main line. The amount of the cost share was based on the calculated remaining expected useful life of the eight-inch line installed in the early 1990s. The agreement with Mesa County identified that the district would be responsible for one-half of the installed cost of the new line. The District's one-half cost share, \$77,486 was included for payment in this month's financial package. The cost share amount was included in the General Construction Line Upgrade line item of the 2006 Budget.

Colorado River Water Conservation District Water Project Grant –Tamarisk Removal – The District has received notification from the Colorado River Water District that our Grant Application for Tamarisk Removal was approved. Staff will present documents to the Board for approval at a later date.

13<sup>th</sup> Annual Children's Water Festival – The 13<sup>th</sup> Annual Water Festival is scheduled for May 22-23, 2006 at Mesa State College. Clifton Water District is a co-sponsor and participant in the event which is conducted to educate area 5<sup>th</sup> grade students about water.

Unidirectional Flushing Program – District Staff will be performing its annual flushing program from May 8<sup>th</sup> – 19<sup>th</sup>, 2006. A press release will be issued to notify the public about this program.

### **UNFINISHED BUSINESS**

2005 Audit –Due to a conflicting appointment Auditor, Mary Brenes, was unable to present the 2005 Audit. It was a consensus of the Board that a presentation of the Audit is not necessary and the Board will review a final copy of the 2005 Audit at the June 1, 2006, Board meeting.

Utility Billing System – A Staff Report (*File 5/4/06 and 2006 Staff Reports*) was presented to the Board regarding the Utility Billing System. Based on recommendations from the Utility Billing Evaluation Committee, Staff recommends the purchase of Springbrook Software Utility Billing System. The cost of the Utility Billing System is \$75,790 with an additional \$7,000 in annual maintenance fees. Staff also recommended that the Board consider the purchase of Springbrook's Integrated Financial Package at a cost of \$42,800. Manager Tooker reported that the purchase of the Utility Billing System and Integrated Financial Package could be accomplished within the existing 2006 Budget without requiring a Budget Transfer by reallocating \$120,000 in the Non-Operational Budget. Director Woods moved to purchase the Springbrook Utility Billing Software and Integrated Financial Package, and reallocate funds in the amount of \$120,000 in the Non-Operational Budget to purchase the software. Director Teal seconded and the motion passed unanimously.

**NEW BUSINESS**

Board Reorganization - Director Teal moved to retain each Board member in the office they held previously, as listed: John Ballagh, Chairman; Doralyn Genova, Vice Chairman; Paul Teal, Secretary; Brian Woods, Assistant Secretary; Randy Cook, Treasurer. Director Woods seconded and the motion passed unanimously.

Signature Cards – Changes to signature cards will not be required since each Officer of the Board will retain their same position.

Project 2002-03 Plant Optimization Phase II Change Order Consideration – A Staff Report (*File 5/4/06 and 2006 Staff Reports*) was presented to the Board requesting approval to proceed with a change order to extend the front of the original treatment plant and connect it to the Nano building. It was a consensus of the Board to have Staff work directly with Garney Construction to complete the project as a Design Build change order.

Personnel Items – Manager Tooker informed the Board of District personnel changes and additions. The District recently hired a new Water Treatment Plant Operator, Ben Hoffman, and transferred an existing Meter Reader employee, Cari Jackson, to a part-time Customer Service position. The District is currently utilizing a temporary employment agency to fill the vacated part-time Meter Reader position.

Colorado Riverfront Trail Extension – The District received a letter (*File 5/4/06*) from the Colorado Riverfront Foundation requesting to meet with the Board regarding trail connections through the District's property from 32 Road to the Palisade Riverhead Park. It was a consensus of the Board to have Manager Tooker obtain additional details regarding their request and invite representatives to the June Board meeting.

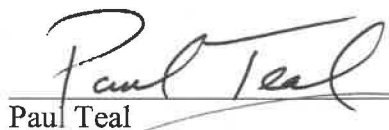
**OTHER BUSINESS**

John Ballagh and Doralyn Genova briefed the Board on their April 24, 2006, meeting with the Central Grand Valley Sanitation Board.

The meeting adjourned at 7:55 p.m.

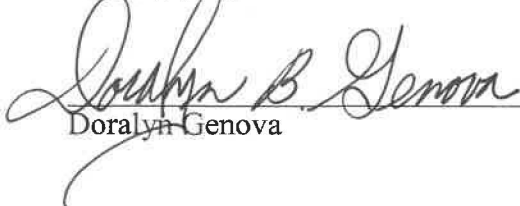
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John L. Ballagh

  
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Paul Teal

  
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Brian Woods

  
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Randy L. Cook

  
\_\_\_\_\_  
Doralyn Genova

**MINUTES OF BOARD OF DIRECTORS MEETING  
CLIFTON WATER DISTRICT  
THURSDAY, JUNE 1, 2006**

**BOARD MEMBERS PRESENT:** John Ballagh, Chairman; Doralyn Genova, Vice-Chairman; Paul Teal, Secretary; Brian Woods, Assistant Secretary; Randy Cook, Treasurer

**STAFF MEMBERS PRESENT:** Dale Tooker, David Reinertsen, Carrie Restivo, Laure Watkins

**REGULAR MEETING** – Vice Chairman Genova called the meeting to order at 5:05 p.m.

**GUESTS** - Director Genova introduced guest Jamie Hamilton, Home Loan & Investment Company. Mr. Hamilton presented insurance renewal information for the District's General Liability Insurance, and answered questions from Board members.

Director Genova introduced guests Bill Ela, John Gormley and Steve Moore of the Colorado Riverfront Foundation. Guests presented information regarding the Riverfront Trail system through the District's property.

**MINUTES OF THE MAY 4, 2006 BOARD MEETING** - Director Teal moved to accept the minutes of the May 4, 2006, Board Meeting with changes noted. Director Woods seconded and the motion passed unanimously.

**FINANCIAL REPORT AND ACCOUNTS PAYABLE** - Director Teal moved to accept the financial report as presented and approve expenditures of \$34,097.08 plus \$521,594.89 on the supplemental statement, for a total of \$555,691.97. Director Cook seconded and the motion passed unanimously. Manager Tooker noted that if payments are approved for Home Loan & Investment and Springbrook Software, they will be reflected in next month's financial statement

John Ballagh entered meeting at 6:15 p.m.

**EXPRESS AGENDA** – The Directors reviewed the Express Agenda and accepted the following items as presented:

**Plant Optimization Phase II Project 2002-03 Update** –The Contractor continues to install chemical and electrical equipment. Substantial Completion Date has been moved from May 18, 2006 to June 9, 2006. All yard piping into the facility, and between facilities has been completed and tested. Wet testing of chemical induction, and *Trac-vac* sludge removal systems are scheduled for the first week of June. Change Order negotiations continue regarding the enclosure between the original facility, and the Nano building.

**Newsletter** –The Spring 2006 Newsletter is complete and will be mailed to all customers in June.

**Clifton Sanitation District #2 Disconnect Status** – In accordance with the Inter-Governmental Agreement with the Clifton Sanitation District #2, the Clifton Water District has effectively used the termination of water service for 29 customers that were delinquent on their Sanitation accounts. Staff completed the process without issue.



13th Annual Children's Water Festival – The District participated in the 13<sup>th</sup> Annual Children's Water Festival held at Mesa State College on May 22 and 23, 2006. Dave Payne participated as a Water Festival Committee Member, and also presented a class on "Water in the Body". Allison Dederick and Rick McClain gave the presentation "From River to Tap".

### **UNFINISHED BUSINESS**

2005 Audit – Manager Tooker presented Final Draft of the 2005 District Audit (*File 6/1/06 and 2005 Audit*) from Mary Brenes, CPA. Manager Tooker also provided supplemental information concerning the 2005 Audit (*File 6/4/06 and 2005 Audit*). Director Woods moved to accept the 2005 District Audit, and distribute to the appropriate agencies. Director Teal seconded and the motion passed unanimously.

Energy Impact Grant– Manager Tooker reported that the District is working with DOLA on the Grant Contract to make it available for review at the July Board meeting. Information only, no action required.

Colorado River Water Conservation District Water Project Grant –Tamarisk Removal – The District received the Grant Contract from the CRWCD (*File 6/4/06 and CRWCD 2006 Water Project Grant – Tamarisk Removal*). Manager Tooker recommended that the Board approve the Contract. Director Ballagh moved to accept the Colorado River Water Conservation District Water Project Grant contract as written and authorize Manager Tooker to sign the contract. Director Woods seconded and the motion passed unanimously.

Project 2006-01 South Finished Water Storage Tank Preliminary Design Agreement – The District's Preliminary Design Agreement Contract (*File 6/4/06 and 2006-01 South Finished Water Storage Tank*) has been signed by Burns and McDonnell Engineering. Funds for this project have been budgeted under the FY 2006 New Construction line item. Energy Impact Grant funds have become available to assist in the funding of the project. Director Teal moved to accept the Preliminary Design Agreement with Burns and McDonnell Engineering for the South Finished Water Storage Tank. Director Woods seconded and the motion passed unanimously.

Springbrook Software Agreement – A Staff Report (*File 6/1/06 and 2006 Staff Reports*) was presented to the Board identifying that Staff has completed the License and Maintenance Agreement negotiations with Springbrook Software. The District's attorney reviewed the Springbrook agreements and recommended changes that Staff incorporated into the agreement. Director Woods moved to approve of the Springbrook License Agreement for \$92,700 and the Springbrook Maintenance Agreement for \$3,000, and authorized Manager Tooker to sign the contracts. Director Cook seconded and the motion passed unanimously.

### **NEW BUSINESS**

2006 General Liability Insurance - The Board reviewed the quote and contract (*File 6/1/06 and Home Loan & Investment – General Liability*) for General Liability Insurance prepared by Home Loan and Investment Company. Director Teal moved to accept the quote from Home Loan and Investment Company for the Colorado Rural Special District's General Liability Insurance in amount of \$39,253. Director Woods seconded and the motion passed unanimously.

Policy #420 Water Usage Fees – A Staff Report (*File 6/1/06 and 2006 Staff Reports*) was presented to the Board outlining revisions to Policy #420 – Water Usage Fees, specifically addressing Service Period, Due Date, and Leak Adjustments. The revisions have been reviewed by the Policy and Standards Committee, and Staff recommended approval of the revised Policy #420 - Water Usage Fees. Director Ballagh moved to amend Policy #420 – Water Usage Fee as outlined in the May 24, 2006 Staff Report. Director Teal seconded and the motion passed unanimously.

Fund and Wire Transfer Authorization – A Fund and Wire Transfer Authorization form was presented by Staff for Board consideration in preparation for accepting payments for the Clifton Sanitation District #2. Director Teal moved to approve the Fund and Wire Transfer Authorization Form for Palisade National Bank. Director Cook seconded and the motion passed unanimously.

Colorado Riverfront Foundation Request – After discussion, the consensus of the Board was to have the Construction Committee evaluate the Riverfront Foundation's request and report back to the Board at a future Board Meeting.

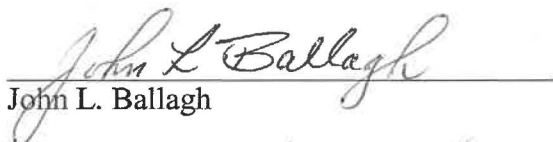
**OTHER BUSINESS**

Manager Tooker reviewed the Board's Schedule of Meetings Calendar and noted Committee meeting date changes.

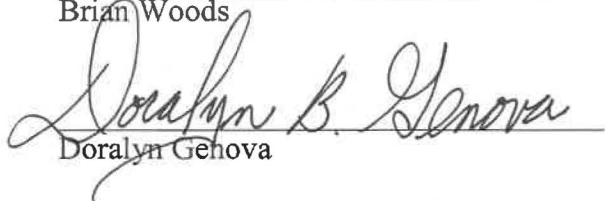
**ADJOURNMENT**

By mutual consent the meeting adjourned at 7:41 p.m.

ATTEST:

  
John L. Ballagh

  
Brian Woods

  
Doralyn Genova

  
Paul Teal

  
Randy L. Cook

**MINUTES OF BOARD OF DIRECTORS MEETING  
CLIFTON WATER DISTRICT  
THURSDAY, JULY 6, 2006**

**BOARD MEMBERS PRESENT:** John Ballagh, Chairman; Doralyn Genova, Vice-Chairman;  
Paul Teal, Secretary; Brian Woods, Assistant Secretary;  
Randy Cook, Treasurer

**STAFF MEMBERS PRESENT:** Dale Tooker, David Reinertsen, Carrie Restivo, Dave  
Payne, Laure Watkins

**REGULAR MEETING**

Chairman Ballagh called the meeting to order at 5:00 p.m.

**GUESTS**

Paul Fischer, Andy Hundley, and David Wilson were present representing Burns & McDonnell Engineering. Robert Millwee and Todd Swallows were present representing Garney Construction. The Board toured the Phase II Treatment Plant Project, and Paul Fischer briefed the Board on the status of Substantial Completion of the Project.

**MINUTES OF THE JUNE 1, 2006 BOARD MEETING**

Director Genova moved to accept the minutes of the June 1, 2006, Board Meeting with changes noted. Director Teal seconded, and the motion passed unanimously.

**FINANCIAL REPORT AND ACCOUNTS PAYABLE**

Director Teal moved to accept the financial report as presented, and approve expenditures of \$117,094.70 plus \$398,012.91 on the supplemental statement, for a total of \$515,107.61. Director Genova seconded, and the motion passed unanimously.

**STAFF REPORTS**

Project 2002-03 Plant Optimization Phase II - It was a consensus of the Board to hold a celebration in September for completion of Project 2002-03 Plant Optimization Phase II.  
"In Not On Accounts" and Availability of Service Charge – Staff provided a verbal report of the discussion of the Policy and Standards Committee concerning "In Not On" accounts. It was the consensus of the Board that the Availability of Service Charge – Policy #430 should apply to the "In Not On" accounts. The Board directed Staff to have legal counsel draft language to Policy #430-Availability of Service Charge, to include "In Not On" accounts, to be presented to the Board at a later date.

**EXPRESS AGENDA** – The Board reviewed the Express Agenda, and accepted the following items as presented:

Plant Optimization Phase II Project 2002-03 Update – The Contractor continues to complete items necessary to reach Substantial Completion, now anticipated for July 7, 2006. Substantial Completion punch list items include final balancing of chemical feed rates and SCADA inputs/outputs, final interior electrical component installations, mechanical equipment balancing, and final Mesa County building inspections to issue the Certificate of Occupancy. Several exterior punch list items will be completed between Substantial and

Final Completion Acceptance. District Treatment Plant staff have completed contractual training on the various components, and continue to help "trouble-shoot" the final settings with the Contractor, and specialty subcontractors.

Project 2006-01 South Finished Water Storage Tank – Engineering for the tank project was initiated after Board approval of the contract. The Conditional Use Permit will be presented at a Public Hearing scheduled for July 27, 2006, and is expected to be approved by the Mesa County Board of Commissioners on August 15, 2006.

Springbrook Software Implementation Schedule – Springbrook Software consultants will begin on site software installation and training on July 10, 2006. Following is the complete schedule for the installation process: July 10-13, 2006 – Staff Training and software installation; August 7-11, 2006 – Parallel Operation; August 21-25, 2006 – GO LIVE

Clifton Sanitation District #2 Billing Progress – Billing for Clifton Sanitation District #2 will begin in August. Staff has issued a Press Release and will be sending information out in the July billing concerning the new service.

Special District Association Annual Conference – The Special District Association Annual Conference is scheduled for September 20, 21, and 22, 2006, in Keystone, Colorado. Board members interested in attending the conference need to contact Laure, at the District office, to make early hotel registration arrangements. The deadline for conference registration is Friday, August 11, 2006.

Colorado River Water Users Association (CRWUA) 61<sup>st</sup> Annual Conference – The CRWUA Annual Conference is scheduled for December 13-15, 2006, at Ceasars Palace in Las Vegas, Nevada. Board members interested in attending the conference need to contact Manager Tooker.

CWRPDA Funds – As of May 2006, all CWRPDA funds were depleted. The remaining funding for Project 2002-03 Plant Optimization Phase II, will come from the ColoTrust-Plus Non-operational Reserve account. The ColoTrust account receives revenues from Plant Investment Fees only.

### **UNFINISHED BUSINESS**

Fund and Wire Transfer Authorization – Director Cook moved to approve the revised Fund and Wire Transfer Authorization Form (*File 7/6/06 and Palisades National Bank*) as presented. Director Genova seconded, and the motion passed unanimously.

Energy Impact Grant – Manager Tooker presented a copy of the draft Energy Impact Grant Contract (*File 7/6/06 and 2005 Energy & Mineral Impact Assistance Grant*) for Board review. It was a consensus of the Board to review the contract at the August Board meeting.

### **NEW BUSINESS**

2007 Budget – Staff reported that the Budget Committee met on June 28, 2006.

Appoint Assistant Manager to Prepare the 2007 Budget – Director Teal moved to appoint Assistant Manager Reinertsen to prepare the 2007 Budget. Director Cook seconded, and motion passed unanimously.

Whitewater Water Demands – A Staff Report (*File 7/6/06 and 2006 Staff Reports*) identifying concerns of water supply issues in the Whitewater area was presented. Staff recommended to the Board to implement a voluntary odd/even watering schedule to help reduce the peak hour demand from outdoor watering activity. It was a consensus of the Board to proceed with a voluntary watering schedule, and proceed with planning efforts for future capital improvement projects to address the Whitewater area.

Committee Reports – It was a consensus of the Board to include brief Committee summaries in the Staff Report section of the Agenda.

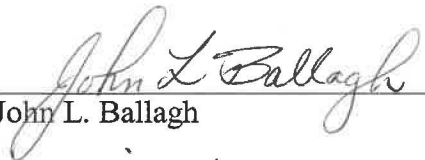
District Contracts Relating to HB 1343 – The Board directed staff to have legal counsel draft appropriate language, to be included in all District construction contracts, requiring contractors to comply with regulations implemented by HB 1343.

Larry Hick's Plant Investment Fee Payment Arrangement Request – A Staff Report (*File 7/6/06 and 2006 Staff Reports*) was presented to the Board regarding a request from Mr. Larry Hicks, 2998 Reeder Mesa Road. Mr. Hicks requested that the Board consider a 60 month payment plan to purchase a water tap for his property. It was a consensus of the Board to table a decision until the August Board meeting.

**ADJOURNMENT**

By mutual consent the meeting adjourned at 8:45 p.m.

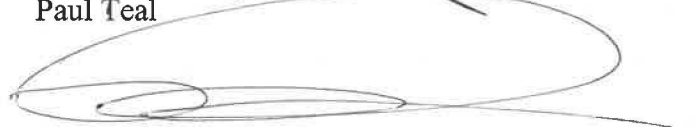
ATTEST:

  
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John L. Ballagh

  
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Brian Woods

  
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Doralyn Genova

  
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Paul Teal

  
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Randy L. Cook

**MINUTES OF BOARD OF DIRECTORS MEETING  
CLIFTON WATER DISTRICT  
THURSDAY, AUGUST 3, 2006**

**BOARD MEMBERS PRESENT:** John Ballagh, Chairman; Doralyn Genova, Vice-Chairman; Paul Teal, Secretary; Brian Woods, Assistant Secretary; Randy Cook, Treasurer

**STAFF MEMBERS PRESENT:** Dale Tooker, David Reinertsen, Carrie Restivo, Laure Watkins

**REGULAR MEETING**

Chairman Ballagh called the meeting to order at 5:01 p.m.

**MINUTES OF THE JULY 6, 2006 BOARD MEETING**

Director Genova moved to accept the minutes of the July 6, 2006, Board Meeting with changes noted. Director Teal seconded, and the motion passed unanimously.

**FINANCIAL REPORT AND ACCOUNTS PAYABLE**

Director Teal moved to accept the financial report as presented, and approve expenditures of \$92,106.52 plus \$115,051.84 on the supplemental statement, for a total of \$207,158.36. Director Genova seconded, and the motion passed unanimously.

**STAFF REPORTS**

Whitewater Supply Issues - Manager Tooker presented a memo (*File 7/6/06 and Whitewater Evaluation*) for Board review, from Schmueser, Gordon, Meyer Engineers Surveyors, that provided an evaluation of the Whitewater service area. Manager Tooker recommended a planning exercise with the Board to evaluate the Whitewater service area issues.

Committee Reports - Manager Tooker provided a verbal report of topics discussed at all Committee Meetings held since June.

Chlorine Building Damage - Manager Tooker reported that during a recent chlorine delivery to the Water Treatment Plant, the delivery driver from Thatcher Chemical damaged the chlorine hoist system. Staff has contacted, and is working with Thatcher to repair the damages. Staff has also contacted Home Loan, the District's insurance carrier, regarding this incident.

**EXPRESS AGENDA**

The Board reviewed the Express Agenda and accepted the following items as presented:

Project 2002-03 Plant Optimization Phase II - The Contractor has achieved Substantial Completion as of July 27, 2006. The new plant is currently undergoing contract performance testing. Treatment Plant staff are fine tuning chemical feed rates and SCADA system alarms. The produced water is well within design and regulatory compliance parameters. The Contractor is completing final inspection items. Design work continues on the Change Order work for the remodel of the Charles A. Strain Water Treatment Plant.

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Project 2006-01 South Finished Water Storage Tank Update - On July 27, 2006, the Mesa County Planning Commission forwarded the District's Conditional Use Permit to the County Commissioners with an approval recommendation. Staff continues to finalize construction access requirements with the Bureau of Land Management and the Colorado Department of Transportation. The Project Engineer has completed the site soils investigation and continues to work on the design package with the 75% Design Review scheduled for the first week of September.

Springbrook Software Implementation & Training Update - Manager Tooker, Violet Church, Cari Jackson and Genny Muncaster completed their first Springbrook Software training session. The next training session is scheduled for August 7-11, 2006. With this session, staff will be running the Springbrook Software in parallel with the existing Pinnacle Pro System.

Town of Palisade Ground Breaking Ceremony - Director Genova, Director Teal, and Manager Tooker attended the Town of Palisade Ground Breaking Ceremony for the new water treatment plant. It is projected that the plant will be completed in 272 days.

2006 Wage & Benefit Survey - Staff will be conducting research to obtain information for the 2006 Wage & Benefit Survey. Results of the survey will be presented to the Personnel Committee upon completion.

### **UNFINISHED BUSINESS**

Energy Impact Grant Contract - Manager Tooker presented the final version of the Energy Impact Grant Contract (*File 8/3/06 and 2006 Energy & Mineral Impact Assistance Grant*) for Board review. Director Woods moved that the Clifton Water District, Acting By and Through Its Water Activity Enterprise, accept and enter into the Energy and Mineral Impact Grant Contract EIAF #5409 – Clifton Water District South Storage Tank, and authorize President Ballagh and Secretary Teal to sign the contract. Director Teal seconded, and the motion passed unanimously.

Policy #430 – Availability of Service Charge Pertaining to “In Not On” Accounts - Staff reported that legal counsel reviewed Policy #430 and determined that “In Not On” accounts were covered under the existing policy and adjustments to the policy are not necessary. It was a consensus of the Board that “In Not On” accounts should be subject to the Availability of Service Charge under Policy #430. Letters will be sent to each “In Not On” account notifying them that the Availability of Service charge will be assessed beginning January 2007.

District Contracts Relating to HB 1343 - Manager Tooker presented a Staff Report (*File 8/3/06 and 2006 Staff Reports*) and included recommended verbiage for contracts pertaining to Illegal Aliens – Public Contracts for Services. Director Teal moved to approve the implementation of the language, as recommended in the Staff Report, to be included in all District contracts, effective August 1, 2006. Director Genova seconded, and the motion passed unanimously.

Larry Hicks Plant Investment Fee Payment Arrangement Request - Manager Tooker provided the additional documentation the Board had requested (*File 8/3/06*) pertaining to Mr. Hicks' Plant Investment Fee payment arrangement request. Director Cook moved to enter into an Agreement for the Installment Purchase of Plant Investment Fee with Larry Hicks, 2998 Reeder Mesa Road, with the following conditions: term of 60 months with a 10% down payment and an interest rate of five percent (5%), and that the Board's action does not set precedence for future payment arrangement requests. Director Teal seconded, and the motion passed unanimously

**NEW BUSINESS**

Revisions to Policy #420 - Water Usage Fees – A Staff Report (*File 8/3/06, 2006 Staff Reports and Policies*) was presented to the Board outlining revisions to Policy #420 – Water Usage Fees, specifically addressing Payment Due Date and Pro-rated charges. Director Teal moved to accept the proposed revisions to Policy #420 – Water Usage Fees, to reflect a Due Date of 25-days instead of 30-days, to improve the billing process. The District will utilize the improved capabilities of the Springbrook billing software to pro-rate the Minimum Charge and the Minimum Usage for partial service periods. Director Genova seconded and the motion passed unanimously.

Revisions to Policy #40 – Public Meetings / Public Records - A Staff Report (*File 6/1/06 and 2006 Staff Reports*) was presented to the Board outlining revisions to Policy #40 – Public Meeting/Public Records, specifically addressing meeting dates, time and location, to reflect the current practice. Director Genova moved to accept revisions to Policy #40 – Public Meeting/Public Record, to reflect that the Board will set the date, time, location, and posting requirements for Regular and Special Board Meetings, by an annual resolution. Director Teal seconded and the motion passed unanimously.

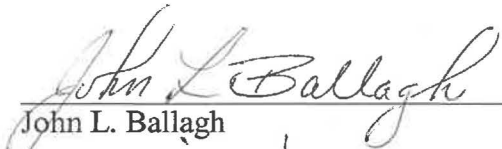
Reassignment of Residential Taps – The Board discussed the process and District Policy that governs the reassignment of residential taps and aggregation of residential lots to commercial use. Staff reported that District Policy provides adequate direction but will review the Policy with the Policy and Standards Committee.

Clifton Sanitation District #2 Billing Progress - The Board questioned the status of the Clifton Sanitation District dissolution, and if the acquisition by the Clifton Sanitation District #2 will stop the revenue received by the Water District, by contract, from the Clifton Sanitation District. Staff reported that beginning August 1, 2006, the Clifton Water District will not be receiving revenue for the use of the District’s facilities from the Clifton Sanitation District, and the Clifton Sanitation District #2 will begin paying \$0.30 per bill for billing service.

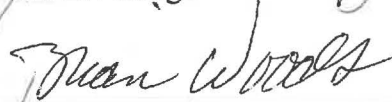
**ADJOURNMENT**

By mutual consent the meeting adjourned at 7:00 p.m.

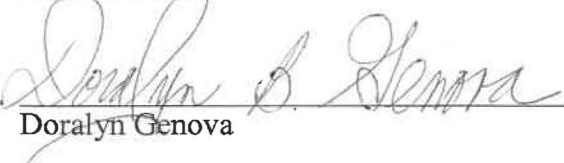
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John L. Ballagh

  
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Paul Teal

  
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Brian Woods

  
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Randy L. Cook

  
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Doralyn Genova



**MINUTES OF BOARD OF DIRECTORS MEETING  
CLIFTON WATER DISTRICT  
THURSDAY, SEPTEMBER 7, 2006**

**BOARD MEMBERS PRESENT:** John Ballagh, Chairman; Doralyn Genova, Vice-Chairman; Paul Teal, Secretary; Brian Woods, Assistant Secretary; Randy Cook, Treasurer

**STAFF MEMBERS PRESENT:** Dale Tooker, David Reinertsen, Carrie Restivo, Laure Watkins

**REGULAR MEETING**

Chairman Ballagh called the meeting to order at 5:04 p.m.

**MINUTES OF THE AUGUST 3, 2006 BOARD MEETING**

Director Genova moved to accept the minutes of the August 3, 2006, Board Meeting with changes noted. Director Teal seconded, and the motion passed unanimously.

Director Woods entered meeting at 5:08 p.m.

**FINANCIAL REPORT AND ACCOUNTS PAYABLE**

Director Teal moved to accept the financial report as presented, and approve expenditures of \$80,529.46 plus \$154,459.06 on the supplemental statement, for a total of \$234,988.52. Director Genova seconded and the motion passed unanimously.

**STAFF REPORTS**

Committee Reports - Manager Tooker provided a verbal report of topics discussed at the Policy and Standards, and Construction Committee meetings conducted in the month August.

**EXPRESS AGENDA**

The Board reviewed the Express Agenda and accepted the following items as presented:

Project 2002-03 Plant Optimization Phase II Update – The Contractor has completed the majority of Final Completion items noted on the Substantial Completion Inspection Certification. Remaining items are minor and do not affect the operation of the new facility and are scheduled to be complete by September 22. Final cost estimate for the Charles A. Strain Water Treatment Plant remodel are being reviewed by staff with construction slated to start within the first two weeks of September.

Project 2006-01 South Finished Water Storage Tank Update - The District received final approval from the Mesa County Commissioners for the Project's Conditional Use Permit. Staff has completed and submitted the application package for a permanent Right-Of-Way access across the Bureau of Land Management property between Highway 50 and the Plant 1 site.

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Burns and McDonnell Engineering is finalizing the design package for the project in preparation of the project bid cycle.

Springbrook Software Implementation Update – As of August 10, 2006 the District has been operating “live” with the new Springbrook Utility Billing Software. The first billing produced by the new system were produced August 11 and at the time of the Board meeting, billing will have been completed for customers in all four of the District’s billing groups. Staff is continuing to implement and learn the new system and is becoming more comfortable each day.

2006 Colorado River Water Conservation District Water Seminar - The Colorado River District Annual Seminar will be held on September 15, 2006, from 9 am to 4 pm at Two Rivers Convention Center, Grand Junction. This seminar is entitled “River of Shortages: Drought, Demand and Consensus for the Colorado.” If you are interested in participating please let Dale/Laure know before September 11, 2006.

Energy Impact Grant – The completed and signed Grant Contract was sent to the State of Colorado and the District is awaiting official approval.

Chlorine Building Damage - Thatcher Chemical has directed the District to proceed with the repairs as identified by Burns and McDonnell (original Design Engineer). Discussions with the District's Insurance Representative (Home Loan Insurance), indicates that it is in the District's best interest to allow the insurance carrier to deal directly with Thatcher regarding cost recovery for the repair work. Staff has requested Garney Construction provide a cost estimate to perform the repairs concurrently with the upcoming Charles A. Strain Water Treatment Plant remodel project.

Clifton/Fruitvale Area Community Plan -County Planning Staff has completed the draft Plan and is compiling community comments received from the community Open House events. District Staff has actively participated in the Plan development process. Plan specifics will be presented to the Board at the October Board Meeting.

Whitewater Area Community Plan - Staff continues active participation in the Plan development process. Staff addressed questions and concerns raised at the community Open House held August 30 at the Lands End Fire Department Building. County Planning Staff anticipates the draft Plan to be complete by mid-October. Plan specifics will be presented to the Board at a future Board Meeting.

## **UNFINISHED BUSINESS**

Larry Hicks Plant Investment Fee Payment Arrangement Request - Manager Tooker provided a draft agreement (*File 9/7/06 and 2998 Reeder Mesa Road Agreement*) for the Installment Purchase of Plant Investment Fee for Larry Hicks. Director Teal moved to accept the agreement with changes and authorized Secretary Cook to sign the agreement. Director Genova seconded and the motion passed unanimously.

Project 2006-01 South Finished Water Storage Tank Bid Authorization Process - Staff requested Board authorization to begin the bid process for Project 2006-01. Director Woods authorized staff to advertise for bid for Project 2006-01 South Finished Water Storage Tank. Director Teal seconded and the motion passed unanimously.

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Project 2002-03 Plant Optimization Phase II – It was a consensus of the Board to have Staff evaluate and recommend, with input from the Project Engineer, the retained amount of the contract to be released to the contractor, Garney Construction, at the next regular Board Meeting.

## **NEW BUSINESS**

2007 Draft Budget – Assistant Manager Reinertsen presented a copy of the operating revenue and expense portion of the 2007 Draft Budget (*File 9/7/06 and Budget*) for Board review. Staff will provide the complete 2007 Draft Budget at the October Board Meeting. No Board action required at this time.

Special District Association Business Meeting - Nomination of Director Ballagh for SDA Director - A telephone poll was conducted on August 7, 2006, wherein, Director Genova nominated Chairman Ballagh to serve on the Special Districts Board of Directors. Director Woods moved to ratify the telephone poll of August 7, 2006, wherein Director Genova nominated Chairman Ballagh to serve on the Special Districts Board of Directors. Director Teal seconded and the motion passed unanimously.

Construction Warranty Period Policy Revisions to Policy #310 & Policy #410 – A Staff Report (*File 9/7/06, Staff Reports and Operations Policies*) was presented that identified the need for changing the District’s Warranty Period for New Construction projects to reflect current industry standards. This item had been reviewed by the Policy and Standards Committee. Director Teal moved to approve the recommended revisions to Policy #310 – New Construction and Policy #410 – Plant Investment Fees to increase the District’s warranty period from 12 months to 18 months aligning the Policies with current industry standards. Director Genova seconded and the motion passed unanimously.

New Requirements for New Development Providing GVICo Shares – A Staff Report (*File 9/7/06 and Staff Reports*) was presented summarizing the District’s current water right situation and the need for additional water in the future. The need for acquisition of additional water rights had been identified and discussed by the Policy and Standards Committee. It was Board consensus to proceed with development of a Policy to address acquisition of future water right through future development charges based on projected water demands of each new service tap.

Long Range Planning – Manager Tooker informed the Board that the District’s Long Range Plan was last updated in 2000. It was Board consensus for staff to update the Long Range Plan to bring it line with the latest Mesa County Community Plans for the various service areas of the District.

## **PERSONNEL**

At 7:15 p.m., Director Teal moved to enter into Executive Session to discuss “personnel matters” §24-6-402(4) (f) C.R.S. Director Cook seconded and the motion passed unanimously.


At 8:05 p.m., Director Cook moved to exit the Executive Session. Director Genova seconded and the motion passed unanimously. The Board reconvened the regular meeting.

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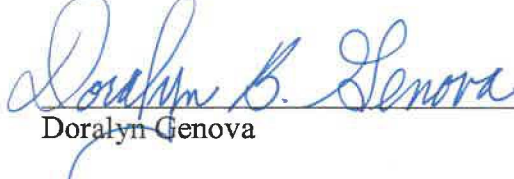
**ADJOURNMENT**

By mutual consent the regular meeting adjourned at 8:06 p.m.

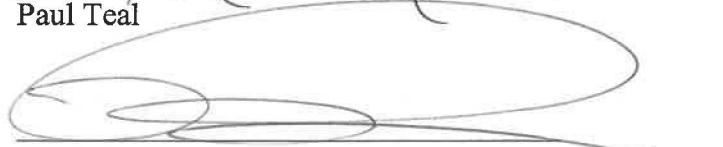
ATTEST:

  
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John L. Ballagh

  
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Brian Woods

  
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Doralyn Genova

  
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Paul Teal

  
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Randy L. Cook

**MINUTES OF SPECIAL BOARD OF DIRECTORS MEETING  
CLIFTON WATER DISTRICT  
THURSDAY, SEPTEMBER 14, 2006**

**BOARD MEMBERS PRESENT:** John Ballagh, Chairman; Doralyn Genova, Vice-Chairman;  
Paul Teal, Secretary; Brian Woods, Assistant Secretary;  
Randy Cook, Treasurer

**STAFF MEMBERS PRESENT:** None

**REGULAR MEETING**

Director Ballagh called the meeting to order at 4:42 p.m.

**PERSONNEL MATTERS**

At 4:43 p.m., Director Genova moved to enter into Executive Session to discuss personnel matters §24-6-402(4) (f) C.R.S. Director Woods seconded and the motion passed unanimously.

At 6:05 p.m., Director Teal moved to exit the Executive Session. Director Cook seconded and the motion passed unanimously. The Board reconvened the regular meeting.

**ADJOURNMENT**

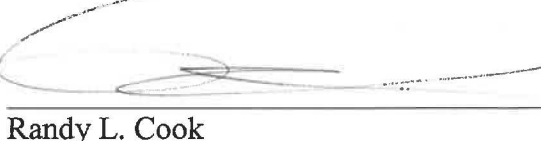
At 6:08 Director Teal moved to adjourn the regular meeting. Director Woods seconded and the motion passed unanimously.

ATTEST:

  
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John L. Ballagh

  
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Paul Teal

  
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Brian Woods

  
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Randy L. Cook

  
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Doralyn Genova

**MINUTES OF BOARD OF DIRECTORS MEETING  
CLIFTON WATER DISTRICT  
THURSDAY, OCTOBER 10, 2006**

**BOARD MEMBERS PRESENT:** John Ballagh, Chairman; Doralyn Genova, Vice-Chairman;  
Paul Teal, Secretary; Brian Woods, Assistant Secretary;  
Randy Cook, Treasurer

**STAFF MEMBERS PRESENT:** Dale Tooker, David Reinertsen, Carrie Green, Laure  
Watkins

**REGULAR MEETING**

Chairman Ballagh called the meeting to order at 5:00 p.m.

**MINUTES OF THE SEPTEMBER 7, 2006 BOARD MEETING**

Director Teal moved to accept the minutes of the September 7, 2006, Board Meeting with changes noted. Director Genova seconded, and the motion passed unanimously.

**MINUTES OF THE SEPTEMBER 14, 2006 SPECIAL BOARD MEETING**

Director Teal moved to accept the minutes of the September 14, 2006, Special Board Meeting. Director Genova seconded and the motion passed unanimously.

**FINANCIAL REPORT AND ACCOUNTS PAYABLE**

Director Teal moved to accept the financial report as presented, and approve expenditures of \$153,850.95 plus \$403,727.01 on the supplemental statement, for a total of \$557,577.96. Director Genova seconded and the motion passed unanimously.

**STAFF REPORTS**

Committee Reports - Manager Tooker provided a verbal report of topics discussed at the Personnel Committee and Budget Committee meetings conducted in the month September.

34 Road Canal Building Break In - Manager Tooker reported that the building located at 34 Road and Highline Canal had been vandalized on September 19, 2006.

Recent Turbidity Event - Manager Tooker reported that a significant turbidity event occurred over a four day period from October 5 through October 8, 2006. A full report will be presented at a future meeting.

**EXPRESS AGENDA**

The Board reviewed the Express Agenda and accepted the following items as presented:

Project 2002-03 Plant Optimization Phase II Update – The Contractor continues to finalize remaining Final Completion items. Work has started on the Charles A. Strain Water Treatment Plant remodel change order. The mason is scheduled to start block work the week of October 16, 2006.

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Project 2002-03 Plant Optimization Open House - District staff is preparing the facility for an Open House scheduled for Friday, October 27, 2006.

Project 2006-01 South Finished Water Storage Tank Update – Final design review has been completed and the construction bid cycle is underway. The bid opening is scheduled for Thursday, October 26, 2006. Construction is tentatively scheduled to commence the week of November 20, 2006.

Clifton/Fruitvale Area Community Plan - County Planning staff have finalized the Community Plan and it will be presented for adoption at a joint hearing of the Mesa County Planning Commission and the Grand Junction Planning Commission on October 19, 2006. District staff will attend the hearing and participate as required. Staff will present the Plan specifics to the Board at the November Board Meeting.

Whitewater Area Community Plan - District staff attended the September Steering Committee meeting and provided input regarding current District Whitewater Capital Project status. District staff will participate in the next Neighborhood Meeting, October 25, 2006, where the Draft Plan will be presented. Staff is also working with one of the County's Plan consultants, Drexel, Barrell and Company to provide the District with a system-wide evaluation of the District's current Whitewater infrastructure.

### **UNFINISHED BUSINESS**

2007 Draft Budget – Assistant Manager Reinertsen presented the 2007 Draft Budget (*File 10/10/06 and 2007 Budget*) to the Board. Director Woods moved to set the 2007 Budget Hearing for December 6, 2006, at 5:00 p.m. at 510 34 Road, Clifton, CO., and authorized notification to be published. The said Budget is open for public review, and any objections may be filed prior to adoption. Director Genova seconded and the motion passed unanimously.

Project 2002-03 Plant Optimization Phase II – Release of Retainage – Manager Tooker presented a letter dated October 3, 2006, (*File 10/10/06 and Project 2002-03 Plant Optimization Phase II*) from Burns & McDonnell Engineering Company that recommended the release of half of the retainage currently held by the District to Garney Construction. Director Cook moved to authorize release of \$257,299.39, which is half of the retainage currently held by the District, and that the District should continue to hold 5% of the contract amount until all requirements of section 01780 are met, as recommended in the Burns & McDonnell Engineering letter to Clifton Water District. Director Woods seconded and the motion passed unanimously.

### **NEW BUSINESS**

Employee Status Changes –A Staff Report (*File 10/10/06, 2006 Staff Reports and Personnel Files*) was presented recommending change of employee status for the Assistant Manager, Distribution System Supervisor, and Water Treatment Plant Supervisor, from Non Exempt to Exempt. Director Teal moved to change the employment status of the Assistant Manager, Distribution System Supervisor and Water Treatment Plant Supervisor to exempt status and increase the annual base pay of each position by \$3,000, effective the October 6, 2006, pay period. Director Cook seconded and the motion passed unanimously. Manager Tooker was asked to review the budget amounts and recommend any necessary Budget transfers at a later date.

Contract for Services for Temporary Replacement of Accountant Position – Manager Tooker has consulted with a local temporary staffing agency and has identified a qualified candidate to perform Accountant Green’s duties during her extended leave. Details of the temporary accountant position have been reviewed with the Personnel Committee. Information only no Board action required.

Audit Services Request for Proposal – A Staff Report (*File 10/10/06 and 2006 Audit*) regarding the Request for Proposal for 2006 Audit services was presented to the Board. Staff requested that the Board delay the RFP until 2007. It was a consensus of the Board to proceed with the Request for Proposal advertisement for District audit services for 2006, 2007, and 2008.

Financial System Conversion – Manager Tooker reported that Accountant Green will be training on the new Springbrook Financial software in October. The September and October financials could be delayed and information limited due to the conversion. November 2006 will be the first month of financial reporting from the new system at the January 2007 Board Meeting.

SDA Briefing – Board and staff who attended the 2006 Special District Annual Conference in Keystone, Colorado on September 20-22, 2006, briefed those who did not attend.

**OTHER BUSINESS**

Open House for Pre-Treatment Facility Construction Completion – Staff will be sending invitations (*File 10/10/06 and 2006 Open House*) for the Plant Optimization Project and Pre-Treatment Facility Open House to be held on October 27, 2006 from 2:00 to 5:30 p.m. A dedication ceremony will be held at 4:30 p.m.

**PERSONNEL**

At 7:45 p.m., Director Teal moved to enter into Executive Session to discuss “personnel matters” §24-6-402(4) (f) C.R.S. Director Woods seconded and the motion passed unanimously.

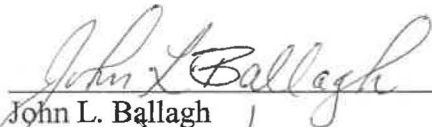
At 8:24 p.m., Director Teal moved to exit the Executive Session. Director Genova seconded and the motion passed unanimously. The Board reconvened the regular meeting.

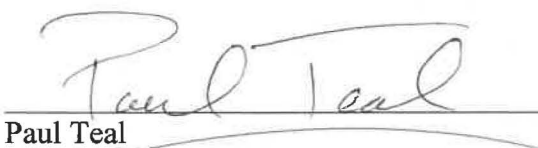
Director Woods moved to increase Manager Tooker’s annual salary by \$5,000, retroactive to September 1, 2006. Director Teal seconded and the motion passed unanimously.

**ADJOURNMENT**

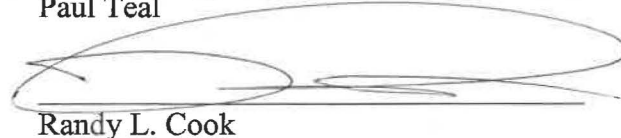
By mutual consent the regular meeting adjourned at 8:30 p.m.

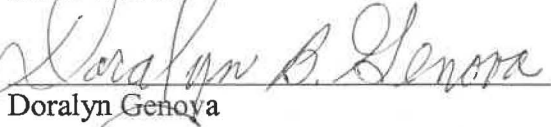
ATTEST:

  
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John L. Ballagh

  
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Paul Teal

  
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Brian Woods

  
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Randy L. Cook

  
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Doralyn Genova



**MINUTES OF BOARD OF DIRECTORS MEETING  
CLIFTON WATER DISTRICT  
THURSDAY, NOVEMBER 2, 2006**

**BOARD MEMBERS PRESENT:** John Ballagh, Chairman; Doralyn Genova, Vice-Chairman;  
Paul Teal, Secretary; Brian Woods, Assistant Secretary;  
Randy Cook, Treasurer

**STAFF MEMBERS PRESENT:** Dale Tooker, David Reinertsen, Dave Payne, Carrie Green,  
Laure Watkins

**REGULAR MEETING**

Chairman Ballagh called the meeting to order at 5:00 p.m.

**GUESTS**

Chairman Ballagh introduced the District's financial consultants, Chris Johnson and Stephen Dreiling, of Capital Investments Counsel, Inc. Chris provided a copy of the District's current investment Portfolio Appraisal and reviewed the portfolio with the Board. Mr. Johnson and Mr. Dreiling exited the meeting at 5:20 p.m.

**MINUTES OF THE OCTOBER 10, 2006 BOARD MEETING**

Director Genova moved to accept the minutes of the October 10, 2006, Board Meeting. Director Teal seconded and the motion passed unanimously.

**FINANCIAL REPORT AND ACCOUNTS PAYABLE**

Director Teal moved to accept the financial report as presented, and approve expenditures of \$ 49,256.82 plus \$ 93,970.47 on the supplemental statement, for a total of \$143,227.29. Director Genova seconded and the motion passed unanimously.

Director Woods entered meeting at 5:20 p.m.

**STAFF REPORTS**

**Committee Reports** – Assistant Manager Reinertsen provided a verbal report of the Budget Committee meeting held in October. In Manager Tooker's absence, committee members reported on the Policy and Standards Committee, and Personnel Committee meetings held in October.

**Recent Turbidity Event** - Water Treatment Superintendent Payne provided a verbal report of the turbidity event that occurred from October 5 through October 8, 2006.

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## **EXPRESS AGENDA**

The Board reviewed the Express Agenda and accepted the following items as presented:

Project 2002-03 Plant Optimization Phase II Update – Garney Construction continues to work on the Charles A. Strain Water Treatment Plant remodel change order. The exterior block walls are complete with exterior concrete flatwork to be finished by November 3. New roofing is scheduled to start the week of November 6.

Project 2002-03 Plant Optimization Open House – The District held an Open House and ribbon cutting ceremony for the new Pre-Treatment Facility on October 27, 2006. There were 121 guests present at the celebration.

Project 2006-01 South Finished Water Storage Tank Update – A Public Bid Opening was held on Thursday, October 26 for this project. Two bids were received and opened.

Clifton/Fruitvale Area Community Plan – On October 19, 2006, a Public Hearing was held by both the Mesa County and City of Grand Junction Planning Commissions to consider the Clifton/Fruitvale Area Community Plan. Both Commissions adopted the Draft Plan and forwarded it on for formal adoption by both Mesa County and the City of Grand Junction.

Financial System Conversion – Accountant Green was trained on the Springbrook Financial Software during the week of October 23-27, 2006.

## **Unfinished Business**

2007 Draft Budget – Assistant Manager Reinertsen presented a revised draft of the 2007 Proposed Budget. It was a consensus of the Board to publish the Budget Hearing notification immediately.

Whitewater Area Community Plan – Staff provided the Board with draft copies of Mesa County's Whitewater Area Community Plan for review. Once the final Plan is adopted by Mesa County the District will use the plan to develop the District's capital improvement plan for the Whitewater area. Information item only, no Board action required at this time.

Manager Tooker entered meeting at 6:35 p.m.

## **New Business**

Project 2006-01 South Finished Water Storage Tank - Construction Contract Award – Staff presented a Bid Proposal Review and Recommendations letter (*File Project 2006-01 South Finished Water Storage Tank*) dated November 2, 2006, from Burns & McDonnell for Project 2006-01. Director Genova moved to not award a construction contract for Project 2006-01 South Finished Water Storage Tank based on the submitted bids exceeding the budgeted project funds for 2006, and have staff re-address the project scope to re-bid the project in 2007. Director Cook seconded and the motion passed unanimously.

Out-of-District Inclusion Request for Ted Munkres and Robert Jasper – A Staff Report (*File 11/2/06 and Staff Reports*) was presented addressing this inclusion request. Director Genova moved to defer consideration of the Out-of-District inclusion request from Ted Munkres and Robert Jasper, for 1121 Desert Road and 1113 Desert Road, to the December 7, 2006, Board Meeting, based on the developers request to attend the meeting at which the Board would review their inclusion. Director Teal seconded and the motion passed unanimously.

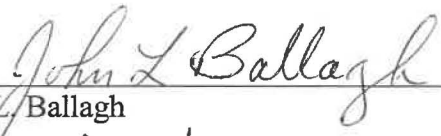
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Holiday Turkey/Ham – Director Teal moved to continue the annual tradition of the District gifting a ham or turkey to all District employees and Board members for the Thanksgiving or Christmas holiday. Director Woods seconded and the motion passed unanimously.


**ADJOURNMENT**

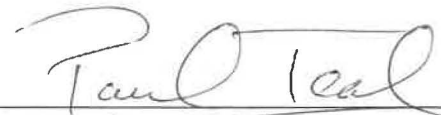
By mutual consent the regular meeting adjourned at 7:04 p.m.


ATTEST:

  
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John L. Ballagh

  
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Brian Woods

  
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Doralyn Genova

  
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Paul Teal

  
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Randy L. Cook

**MINUTES OF BOARD OF DIRECTORS MEETING  
CLIFTON WATER DISTRICT  
THURSDAY, DECEMBER 7, 2006**

**BOARD MEMBERS PRESENT:** John Ballagh, Chairman; Doralyn Genova, Vice-Chairman; Paul Teal, Secretary; Brian Woods, Assistant Secretary; Randy Cook, Treasurer

**STAFF MEMBERS PRESENT:** Dale Tooker, David Reinertsen, Carrie Green, Laure Watkins

**CALL PUBLIC HEARING ON PROPOSED 2007 BUDGET**

At 5:00 p.m., Chairman Ballagh opened the Public Hearing for the 2007 Budget. No public participants present. Public Hearing concluded at 5:03 p.m.

**REGULAR MEETING**

Chairman Ballagh called the regular Board Meeting to order at 5:04 p.m.

**MINUTES OF THE NOVEMBER 2, 2006 BOARD MEETING**

Director Teal moved to accept the minutes of the November 2, 2006, Board Meeting, with changes noted. Director Genova seconded and the motion passed unanimously.

**FINANCIAL REPORT AND ACCOUNTS PAYABLE**

Director Teal moved to accept the financial report as presented, and approve expenditures of \$104,779.99 plus \$79,705.52 on the supplemental statement, for a total of \$184,485.51. Director Genova seconded and the motion passed unanimously.

**STAFF REPORTS**

Committee Reports – Assistant Manager Reinertsen provided a verbal report of the Budget and Construction Committee meetings held in November. As part of the Construction Committee update, Manager Tooker reported that the Tamarisk removal project is progressing. Staff also met with local representatives of Drexel, Barrell & Co to begin the preliminary infrastructure evaluation of Whitewater.

Utility Coordinating Committee – Assistant Manager Reinertsen presented information to the Board regarding placement of “dry utilities” near waterlines during construction of new developments. Staff is working with other utility providers to coordinate placement of facilities prior to actual construction.

Variable Frequency Drive Installation at River Intake – Manager Tooker reported that variable frequency drives have been installed at the river intake structure. Based on data collected over the next several months, Staff will report on the operation and efficiency of the new drives.

Colorado River Crossing, Main Line Break – Manager Tooker reported that a recent break in the 10” main line crossing beneath the Colorado River will not be repaired for the foreseeable future.

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The pipeline crossing on the Highway 141 Bridge will provide sufficient supply to Orchard Mesa and Whitewater service areas.

### **EXPRESS AGENDA**

The Board reviewed the Express Agenda and accepted the following items as presented:

Project 2002-03 Plant Optimization Phase II Update – Garney Construction has completed the roof work and has installed windows and doors on the Charles A. Strain Water Treatment Plant remodel change order. Final Inspection by the Mesa County Building Department is scheduled for the week of December 4<sup>th</sup>. Garney crews have completed several of the remaining close out items for the Phase II project. Still waiting for final warranty paperwork for the installed roof system on the Phase II building.

Project 2006-01 South Finished Water Storage Tank Update – Notices were sent out to the two bidders on this project identifying the Board's decision to not award a construction contract at this time. Staff has discussed design changes with the Design Engineer (Burns & McDonnell) and plan to begin bid package modifications after January 1, 2007.

Project 2006-02 I-70 B Waterline Crossing Update – All materials have been procured and received, and Bryant Brothers Construction Company is scheduled to perform the main line directional bore the week of December 4<sup>th</sup>, pending favorable weather conditions.

Audit Services Request For Proposals – Request for Proposal for Audit Services has been advertised and three firms have requested the RFP. The deadline for acceptance of the proposals is Friday, December 22, 2006 by 4:00 p.m. Staff will present the proposals at the January 4, 2007 Board Meeting.

Insulation Project Colorado River – MA Concrete Construction Company has completed insulation repairs and installation of 'jacketing' of the 10" main line suspended beneath the Highway 141 bridge over the Colorado River. Bolt tightness verification indicated no discrepancies in bolt support torque.

Whitewater Distribution Modeling – Staff has worked with Drexel, Barrell & Co to perform a preliminary Whitewater System Modeling in preparation of Needs Assessment. It is anticipated that modeling project will be completed by the end of December.

### **Unfinished Business**

Out of District Inclusion Request from Ted Munkres – Freestyle Inc. – Director Genova moved to defer the Out of District Inclusion Request from Ted Munkres and Bob Jasper, Freestyle Inc. to the January 2007 meeting since the requestors were not present and noted that if requestors arrived at this meeting the Board would consider the request. Director Cook seconded and the motion passed unanimously.

Wage and Benefit Survey Results – Manager Tooker presented a memo (*File 12-7-06*) to the Board outlining the results of the 2006 Wage & Benefit Survey and proposed wage and benefit changes. The Personnel Committee previously reviewed the data and Wage & Benefit information for inclusion in the 2007 Budget. Information only, no Board action required.

2007 Budget Resolution – The 2007 Draft Budget (*File 12-7-06, 2007 Budget and Resolutions*) along with the Budget Explanation was presented and reviewed. Director Genova moved to adopt the 2007

Budget and to appropriate funds for 2007 by approving the Appropriation Resolution of the Clifton Water District Board of Directors Acting by and Through Its Activity Enterprise for the 2007 Budget Year. Director Teal seconded and the motion passed unanimously.

**APPROPRIATION RESOLUTION OF THE CLIFTON WATER DISTRICT BOARD OF DIRECTORS  
ACTING BY AND THROUGH ITS WATER ACTIVITY ENTERPRISE FOR THE  
2007 BUDGET YEAR**

A resolution appropriating sums of money to the various accounts, in the amounts and for the purposes as set forth below, for the Clifton Water District acting by and through its Water Activity Enterprise, Mesa County, Colorado, for the 2007 Budget Year.

WHEREAS, the Directors have adopted the annual budget for 2007 in accordance with the Local Government Budget Law, on the 7<sup>th</sup> day of December, 2006, and;

WHEREAS, the Directors have made provision therein to use a combination of revenues and reserves 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 provided in the budget to and for the purposes described below, so as to not impair the operations of the District or its Water Activity Enterprise.

NOW THEREFORE, BE IT RESOLVED by the Directors of the Clifton Water District acting by and through its Water Activity Enterprise, Mesa County, Colorado that the following sums are hereby appropriated from the revenue and reserves of the Water Activity Enterprise, for the purposes stated below:

ESTIMATED BEGINING BALANCE	\$8,117,801
<b><u>ESTIMATED EXPENDITURES</u></b>	
Operating Expenses	
Source of Supply	\$19,440
Water Treatment	\$703,335
Transmission & Distribution	\$281,520
General & Administrative	\$298,553
Labor Expenses	\$1,390,018
<i>Total Operating Expenses</i>	\$2,692,866
Nonoperating Expenses	
Capital Expenses	\$3,696,665
Bond Principal & Interest	\$555,733
Emergency Fund	\$296,718
Reserve Fund	\$761,610
Contingency	\$5,441,609
<i>Total Nonoperating Expenses</i>	\$10,752,335
<b>TOTAL ESTIMATED EXPENDITURES</b>	<b>\$13,445,201</b>
<b><u>ESTIMATED REVENUES</u></b>	
Operating Revenue	
Sale of Water	\$3,200,000
Sanitation District	\$17,300
Penalty & Turn Fees	\$50,500
<i>Total Operating Revenue</i>	\$3,267,800
Nonoperating Revenue	
Plant Investment Fees	\$1,500,000
Main Line Extension Fees	\$20,000
Disposal of Assets	\$2,000
Availability of Service	\$12,000
Interest	\$240,000
Bond/Grant Proceeds	\$250,000
Property Taxes	\$0
Lease Income	\$6,000
Construction Reimbursements	\$0
Tap Installation	\$27,600
Miscellaneous	\$2,000
<i>Total Nonoperating Revenue</i>	\$2,059,600
<b>TOTAL ESTIMATED REVENUE</b>	<b>\$5,327,400</b>
<b>Estimated From Reserves</b>	<b>\$8,117,801</b>
<b>TOTAL FUNDS AVAILABLE</b>	<b>\$13,445,201</b>
<b>ESTIMATED ENDING BALANCE</b>	<b>(\$0)</b>

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*(Resolution Continued...)*

IT IS FURTHER RESOLVED, that there is appropriated from the funds of the District acting by and through its Water Activity Enterprise, Thirteen Million, Four Hundred Forty-Five Thousand, Two Hundred and One Dollars (\$13,445,201) for the general expenses of the DISTRICT, and that this appropriation be a continuing appropriation whether said funds be expended during 2007 or thereafter.

I hereby certify the forgoing is a true copy of a resolution adopted by the Board of Directors of the Clifton Water District acting by and through its Water Activity Enterprise at a regular meeting of the Board held on December 7, 2006. Said budget was displayed for inspection and notice of said display for inspection was duly published in accordance with C.R.S. 29-1-106.

Dated December 7, 2006

### **New Business**

**Budget Transfer for Distribution Vehicle Expense** – A Staff Report *(2006 Staff Reports, File 12-7-06 and 2006 Budget)* was presented requesting a \$15,000 transfer of funds from Contingency to Distribution Vehicle Expense line item. Director Teal moved to transfer \$15,000 from Contingency to the Distribution Vehicle Expense budget line item due to increased fuel costs and unexpected vehicle repairs. Director Genova seconded and the motion passed unanimously.

**Budget Transfer Exempt Salaries** – A Staff Report *(2006 Staff Reports, File 12-7-06 and 2006 Budget)* was presented outlining Manager Tooker's recommended fund transfers for Exempt Wages.

Director Teal moved to approve a transfer of \$34,000 from the Non-Exempt Wages budget line item to Exempt Wages budget line item to accommodate the change in employee status of three employees. Director Genova seconded and the motion passed unanimously.

Director Woods moved to approve a transfer of \$4,400 from Contingency to the Exempt Wages budget line item to fund the Manager's wage increase. Director Teal seconded and the motion passed unanimously.

**GVICo 2006 Annual Shareholders Meeting** – By consensus, the Board ratified Manager Tooker's attendance and representation of the Clifton Water District at the Grand Valley Irrigation Company (GVICo) 2006 Annual Shareholders Meeting, held December 2, 2006. Manager Tooker reported that GVICo will conduct their annual share auction on December 14, 2006. Assistant Manager Reinertsen was designated to attend the annual share auction on behalf of the District.

At 7:00 p.m., Bob Jasper entered the meeting. Mr. Jasper was representing himself and Ted Munkres concerning the request for Out-of-District service inclusion for two parcels in Whitewater, together known as the Gunnison Ranches development project.

**Out of District Inclusion Request from Ted Munkres – Freestyle Inc.** – The Staff Report *(File 2006 Staff Reports, 12-7-06 and Out of District Inclusions)* was reviewed and discussed by the Board, Staff and Mr. Jasper. After discussion, Director Genova moved to approve the request for Out-of-District inclusion for the following parcels in the Whitewater service area:

Tax Schedule ID 2967-234-00-110 (aka 1113 Desert Road) & Tax Schedule ID 2967-233-00-109 (aka 1121 Desert Road) described as the NE ¼ SW ¼ and NW ¼ SE ¼ of Section 23, Township 2 South, Range 1 East of the Ute Meridian, Mesa County, Colorado;


with conditions as identified in the revised Staff Report dated December 1, 2006. Director Teal seconded and the motion passed unanimously.

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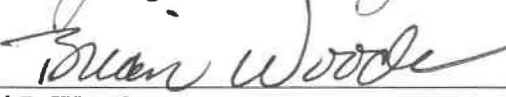
**ADJOURNMENT**

By mutual consent, the regular meeting adjourned at 7:45 p.m.

ATTEST:

  
\_\_\_\_\_  
John L. Ballagh

  
\_\_\_\_\_  
Paul Teal

  
\_\_\_\_\_  
Brian Woods

  
\_\_\_\_\_  
Randy L. Cook

  
\_\_\_\_\_  
Doralyn Genova