

**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 5th 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:

John L. Ballagh

Paul Teal

Brian Woods

Randy L. Cook

Doralyn Genova