

MINUTES OF THE SEPTEMBER 22, 2025 WORKSHOP

CLIFTON WATER DISTRICT

BOARD MEMBERS PRESENT: Mel Diffendaffer, Jeff Cook, Michael Slauson, and Nick Genova.

STAFF MEMBERS PRESENT: Jennifer Pettingill, Jacob Lenihan, Blair Wade, and Ty Jones.

GUESTS PRESENT: None.

WORKSHOP – CALL TO ORDER

Chairman Diffendaffer called the September 11th, 2025 Workshop to order at 2:00pm.

- 2026 Draft Budget – Finance Manager Wade presented the FY2026 draft budget. This draft includes a 17% increase in employee benefits, a 3.5% cost of living increase to staff compensation, along with a \$2.25 increase in the monthly base rate charged to customers and a \$1.35 increase in the tier rates. This rate increase will allow the District to add approximately \$500k to the District’s reserves, which will be offset by the average \$2 million annual depreciation. The increase in reserves would allow for funding of needed capital improvements in the District. Discussion ensued, and the Board was in favor of proceeding with the draft budget, with the understanding that more modifications will be made prior to the final budget adoption in December 2025.
- 2026 Employee Benefits & Wages – HR Manager Pettingill provided a brief description of the Colorado Employee Benefits Trust (CEBT) and how it is structured. CEBT announced that the Special Districts Pool will see a 17% increase in premiums for 2026. The strategy presented to the Board today is to require employees to pay a portion of this benefit to help offset the impact of the large premium increase. Cost share options were presented, with some options including both a Health Savings Account (HSA) and a Health Reimbursement Arrangement (HRA) as an added benefit. The District currently pays 100% of the employee and their family health benefit. All the options presented today maintain 100% coverage of the employee health benefit, but adds a cost-share, payable by the employee, for their dependents on most plans. A list of pros and cons for these options were presented and discussed. The Board was in favor of proceeding with the staff-suggested course of action where employees will start contributing financially towards coverage for their family members.

- Alternative Work Hours – Manager Jones raised the option of alternative work hours for the Administration and Distribution Departments, other than the 8am – 5pm, Monday – Friday workweek currently in place. Staff was directed to gather data on activity in the Front Office on Friday afternoons vs. the rest of the workweek.
- Paid Time Off (PTO) – HR Manager Pettingill presented the option of allowing employees to roll a portion of their PTO into their 457 Retirement plan. Details will still need to be clarified but the Board was in favor of pursuing making this option available to staff. HR Manager Pettingill explained that this will require a modification to the current retirement plan documents and there will need to be restrictions on the amount, and frequency, of the conversions.

ADJOURN WORKSHOP:

Workshop Adjourned at 4:00pm by Chairman Diffendaffer.

ATTEST:

ATTEST:


Mel Diffendaffer, Chairman


Jeff Cook, Secretary


Michael Slauson, Treasurer


Nick Genova, Director