



APPROVED MINUTES

Administrative Control Board Meeting December 14, 2023

Attendance:

Board:

Karin Wilson
Ian Schofield
Mike Kobe
Joel Fine
Cory Shorkey

Staff:

Andy Garland
Lisa Hoffman
Steve Anderson
Chris Braun
Sam Grenlie
Brian Davenport
Anna Peacock

Summit County Attorney:

Dave Thomas

Guest:

Notice is hereby given that the Administrative Control Board of Mountain Regional Water SSD, Summit County, Utah will meet in a Regular Meeting session on December 14, 2023, at the Mountain Regional Water SSD District Office, 6421 N Business Park Loop Rd, Park City, UT 84098, at 6:00 p.m. For those who are interested in attending the meeting remotely, a Zoom link has been provided below.

Join Zoom Meeting:

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/86352712470?pwd=M0xrcWV3UTFOQmpTWEU0NXd4MnZDZz09>

Passcode: **232882**

Webinar ID: **863 5271 2470**

To Dial in for Audio: **669-900-6833**

1. **Call to Order:** **Karin Wilson** called the meeting to order at 6:04 p.m.
2. **Impact Fee Analysis (IFA) and High Elevation Pumping Surcharge (HEPS) Rates Presentation:** **Steve Anderson** presented an overview of the Impact Fee Analysis (IFA) and High Elevation Pumping Surcharge (HEPS).

Joel Fine inquired as to who approves the rates. **Steve Anderson** responded that the ACB approves the Impact Fee Rates and the High Elevation Surcharge.

Joel Fine inquired if we are discouraging outdoor watering. Staff responded that yes, the District's water rates are conservation-based, along with the county ordinance, Landscape incentive program (turf removal).

Cory Shorkey inquired if the District could inflate the impact fees.

Andy Garland responded that the District has to follow the industry standard of practice or we open ourselves up to litigation. Dave Thomas agreed with this statement.

3. Public Rate Hearing and Public Input:

Karin Wilson opened the meeting for Public Input at 6:39 p.m. and inquired if there were any public in attendance. There is no public in attendance.

Karin Wilson moved on to the Consideration and Possible Approval of the Impact Fee Rates and High Elevation Pumping Surcharge Rates.

4. Consideration and Possible Approval of the Impact Fee Rates and High Elevation Pumping Surcharge Rates

Ian Schofield made a motion to approve the Impact Fee Rates.

Cory Shorkey seconded the motion.

All were in favor and unanimously approved.

Ian Schofield made a motion to approve the High Elevation Pumping Surcharge (HEPS) rates.

Cory Shorkey seconded the motion.

Mike Kobe opposed the HEPS charge, indicating he did not agree with the Silver Springs neighborhood now having a HEPS charge, due to the loss of Spring Creek water source. The motion passed with a majority approval of 4 and one opposed.

5. Consideration and Possible Approval of the November 30, 2023 ACB meeting minutes

Joel Fine made a motion to approve the November 30, 2023 ACB meeting minutes.

Ian Schofield seconded the motion.

All were in favor and unanimously approved.

6. District Engineer Comments:

a. Recap of the District's 2023 Capital Projects -

Sam Grenlie gave a brief overview of the District's 2023 Capital Projects.

Tier 1 Projects

1. Summit Park Tank 1 Replacement came in under budget and was completed in the fall of 2023

2. Summit Park Water and Sewer Project Phase 7A: (Woodland Water Line Replacement) came in under budget and was completed in the fall of 2023.

Tier 2 Projects

1. Sage Hills Estates Betterment- there are no changes to the budget figure, \$168,381. The District has limited control over the schedule due to not carrying this contract. The significant delay over the control valve building was not expected, and this project will carry into 2024 and updates will continue.
2. Browns Canyon Connection Betterment-there are no changes to the budget figure of \$303,000. Due to limited information, there is no anticipated schedule currently. Updates will continue into 2024.

Tier 3 Projects

1. Spine Booster Pump Station Upgrades-came in over budget by \$5,646 and was completed and operational in 2023.
2. Silver Springs Booster Pump Station to White Pine Tank Connection came in under budget, and was completed and operational in 2023.
3. Colony Airbreak Tank Upgrade -came in under budget, completed and operational prior to snowfall in 2023.
4. Sun Peak Well 2
 - i. Proposed Budget: \$200,000
 - ii. Total Project Costs to Date: \$98,493
 - c. Schedule:
 - i. Electrical and SCADA work is still underway. This will likely roll into 2024 and an update will be provided to the Board. The well is still planned to be utilized for peak season 2024.

7. **Demo of the District's new website:** Chris Braun presented to the board the new portal for them to sign into which will contain all the documents for the board meetings.

8. Executive Session – Personnel, Possible Litigation, and Property Acquisition

Ian Schofield made a motion to move into the executive session.

Mike Kobe seconded the motion.

All were in favor and unanimously approved. Moved into the Executive Session 7:23 pm.

Mike Kobe made a motion to return from the executive session.

Ian Schofield seconded the motion.

All were in favor and unanimously approved.

Returned from the executive session at 7:51 pm.

9. Consideration and Approval of Merit Increase for General Manager, Andy Garland

Mike Kobe and Joel Fine are happy with the performance of Andy Garland as the General Manager. The following items are what the board would like to be completed in the future.

1. strategic plan
2. succession plan

Mike Kobe made a motion to approve the Merit Increase of 3% for General Manager, Andy Garland. Ian Schofield seconded the motion. All were in favor and unanimously approved.

10. Adjourn: Ian Schofield made a motion to adjourn. Joel Fine seconded the motion.

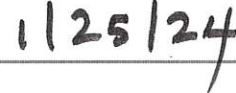
Karin Wilson adjourned the meeting at 7:52 pm

Pursuant to the Americans with Disabilities Act, individuals needing assistance attending the meeting on December 14, 2023 should contact Lisa Hoffman at 435-940-1916 Ext. 312 to make arrangements. The next MRW Administrative Control Board Meeting will be held on January 25, 2024.



Mountain Regional Water SSD ACB Chairperson

Date



Mountain Regional Water SSD General Manager

Date