



MOUNTAIN REGIONAL WATER
SPECIAL SERVICE DISTRICT

ADMINISTRATIVE CONTROL BOARD

MINUTES

JUNE 13, 2013

ATTENDANCE:

BRETT MICKELSON
MATT LINDON
B. TODD HOPKINSON
RICK KREBS
CHRIS EGGLETON

STAFF:

ANDY ARMSTRONG
SCOTT GREEN

The Administrative Control Board of Mountain Regional Water SSD, Summit County, Utah met in regular session **June 13, 2013** at the Mountain Regional Water Special Service District office located at 6421 N Business Park Loop Road, Suite A, Park City, Utah 84098 at 6:30 p.m. The following was the agenda for said session all times listed are general in nature are subject to change by the Board.

- 1. 6:30 p.m. Call to Order & Public Input:** Matt Lindon called the meeting to order at 6:45 pm. No Public comments, no public attended.
- 2. Consideration of Approval of May 16, 2013 Board Meeting Minutes:** Tabled until next Board Meeting.
- 3. Presentation of 2012 Audited Financial statement for MRWSSD by Eide Bailey:** Matt Taggart presented to the MRWSSD Board the Audit Report. (Please see report) Motion to approve the 2012 Audited Financial statement for MRWSSD by B. Todd Hopkinson. Seconded by Rick Krebs. All voted yes, motion carried. The Board and the Auditors

commented on what a great job Scott Green preparing information for the Audit and he does a great job as the CFO.

4. Motion to move into Executive Session: Brett Mickelson made a motion to move into Executive Session. Seconded by Rick Krebs. All voted yes, motion carried.

5. Motion to return to Open Session: Motion made by Brett Mickelson to move into open session. Seconded by Rick Krebs. All voted yes, motion carried.

6. Financial:

A. Consideration of Purchasing Policy thresholds for Bids for MRWSSD: Scott Green explained we needed to modify our policies to meet the new State Requirements in the State Procurement Code. The thresholds are:

The Small Procurement thresholds are:

- (1) Architect & Engineering Services
 - (a) Annual Cumulative Threshold \$ 100,000
 - (b) Individual Procurement Threshold 100,000
 - (c) Single Procurement Aggregate Threshold 100,000

- (2) Other Professional Services
 - (a) Annual Cumulative Threshold \$ 100,000
 - (b) Individual Procurement Threshold 100,000
 - (c) Single Procurement Aggregate Threshold 100,000

- (3) Construction Services
 - (a) Annual Cumulative Threshold \$ 100,000
 - (b) Individual Procurement Threshold 100,000
 - (c) Single Procurement Aggregate Threshold 100,000

- (4) Other Small Purchases
 - (a) Annual Cumulative Threshold \$ 150,000
 - (b) Individual Procurement Threshold 20,000
 - (c) Single Procurement Aggregate Threshold 10,000

Motion made by B. Todd Hopkinson to approve the new Procurement Thresholds.

Seconded by Brett Mickelson. 4 votes yes, one abstained.

- B.** Presentation and Approval of Bond Continuing Disclosure: Scott Green prepares this statement each year. Motion made by Chris Eggleton to approve the Continuing Disclosure. Seconded by Brett Mickelson. All voted yes.
- C.** Review April 2013 Financials: No comments.
- D.** Approval of April 2013 Check Register: Motion made by Rick Krebs to approve the April 2013 Check Register as presented. B. Todd Hopkinson seconded motion. All voted yes, motion carried.
- E.** Consideration of Approval of Purchase Orders: Brett Mickelson made a motion to approve a purchase order for \$50,000 for two Ford 150 vehicles. Seconded by B. Todd Hopkinson. All voted yes, motion carried.
- F.** Consideration of Recommendation of Approval of The Governing Board of Certified Tax Lien List of Delinquent Accounts for Mountain Regional Water Special Service District: Motion made by B. Todd Hopkinson to Recommend to the Governing Board of Approval of the Certified tax lien list of Delinquent Accounts for Mountain Regional Water Special Service District. Seconded by Brett Mickelson. All voted yes, motion carried.
- G.** Other: None

7. General Manager Updates:

- A.** Regionalization Update: Brett Mickelson made a Conditional Recommendation based on the discussed changes on exhibit one as presented draft SLC251192.1. Seconded by Rick Krebs. All voted yes, recommendation approved.
- B.** Concurrency Update: Report from the concurrency officer consultant wants to give 1120 gpm to Summit Water Distribution Company. Andy Armstrong wanted to get the regional agreement signed before he addressed this issue with the Concurrency Officer.
- C.** Other: The summer workers are working on the Fire Hydrants in the District and the two new fulltime employees are very skilled and are learning the system. Summit Ranch Joint Ventures prepaid connections are up for sale in the Bankruptcy Court. Andy Armstrong

and Scott Green would like to purchase those from the Bankruptcy court and be able to charge full MRWSSD impact fees in Sun Peak. Scott Green will research the vacant lots in Sun Peak to see if this will work out well for MRWSSD and report back.

8. Legal

A. Other: None.

9. Public Services:

A. Billing and Water Usage Report:

B. Other: None.

10. Other:

11. Adjourn:

Pursuant to the Americans with Disabilities Act, individuals needing July 18, 2013 at the at the Mountain Regional Water Special Service District office located at 6421 N Business Park Loop Road, Suite A, Park City, Utah 84098 at 6:30 p.m.