



**MOUNTAIN REGIONAL WATER  
SPECIAL SERVICE DISTRICT**

**ADMINISTRATIVE CONTROL BOARD**

**MINUTES**

**NOVEMBER 14 2013**

**ATTNEDANCE:**

**BOARD MEMBERS:**

MATT LINDON VIA ELECTRONIC COMMUNICATION VIA PHONE  
BRETT MICKELSON  
RICK KREBS  
CHRIS EGGLETON

**STAFF:**

ANDY ARMSTRONG  
MARTI GEE  
SCOTT GREEN

**COUNCIL:**

**NONE**

The Administrative Control Board of Mountain Regional Water SSD, Summit County, Utah met in regular session **November 14, 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 6:42 pm. No public attended, no public input. Matt Lindon asked if Brett Mickelson act as the Chairman for the meeting since Matt Lindon was attending the meeting via phone. Brett Mickelson agreed to serve as the Chairman for the meeting.

- 2. Consideration of Approve of Meeting Minutes for October 10, 2013:** Motion made by Rick Krebs to approve the Meeting Minutes for October 10, 2013. Matt Lindon second the motion. All vote yes, motion carried.
- 3. Motion to move into Executive Session for Personnel:** None needed.
- 4. Motion to return to Open Session:** None needed.
- 5. Financial:**
  - A. Review September 2013 Financials:** Revenue was about \$500,000 above budget for Impact fees and Special Assessments. Power savings were \$240,000 for 2013 even though the Power cost have gone up. Scott Green introduced the Board and Council to a future stable base rate and less flux for the water usage portion of the rates. This would provide for more stable revenue for wet and dry years. Scott Green did a good job on explaining this fact to the Council for future Mountain Regional Water Special Service District water rates. This is the first year we have been able to make our cash minimum on hand for our bond and lease payments. In the Capital Budget, the North Ridge Pump upgrades and the Green projects will continue in 2014.
  - B. Approval of September 2013 Check Register:** Motion made by Chris Eggleton to approve the September 2013 Check Register. Seconded by Rick Krebs. All voted yes, motion carried.
  - C. Budget Discussion:** Motion made Chris Eggleton to recommend to the Governing Board of Mountain Regional Water Special Service District a budget adjustment and to amend the 2013 Approved Mountain Regional Water Special Service District budget by \$50,000 and a payroll adjustment up to \$15,000. Seconded by Rick Krebs. All vote yes, motion carried.
  - D. Consideration of Approval of Purchase Orders:** None.
  - E. Other:** None.
- 6. General Manager's Updates:**

**A. New Development Update:**

- Discovery project above the Weilenmenn School had some issues with the Summit County Council and need to review some road and grades of roads issues before it can move along. They are annexed into Mountain Regional Water Special Service District.
- Plat I in Silver Creek Estates and Service Area # 3 are going through revisions on an interlocal agreement with MRWSSD. Andy Armstrong will bring it to MRWSSD Board with it is final for approval.
- Tollgate Pine Canyon or Pine Meadows potential project will be worked on during the winter months.
- Brett Mickelson talked about the Park Record article on the Budget presentation for Mountain Regional Water Special Service District.
- Andy Armstrong told the County Council that the compensation package will be the same as Summit County's compensations package. 2013 has been a good year for new connections.

**B. Update on Impact Fee Study Schedule:** The Impact Fee Study is in the process of being scheduled to be adopted. There have been many drafts and hopefully next week Mountain Regional Water Special Service District will begin to put the schedule together. The proposed time line will be middle of December to begin the process for the impact fee schedule. The impact fees are estimated to be between \$12,000 – \$13,000 per ERC. The previous contractual agreements that Mountain Regional has with Colony and Promontory and others are set by previous agreements and will be honored.

**C. Other:** Todd Hopkinson discussed the compensation package with the cola and the merit increases for 2014 Budget. Todd Discussed a 2% total amount to be distributed by management merit decisions as Bonus for 2013 and the reasons why in his email and match the county for merit and cola in the 2014 Budget. Motion made by Rick Krebs for

2% total amount to be distributed by management merit decisions for 2013 Bonus and match the county for the cola and the merit. Matt Lindon seconded the motion. Chris Eggleton abstained from the vote he was not present for the discussion on this matter and wanted to abstain. Three vote yes.

**7. Legal:**

A. Other:

**8. Public Services:**

A. Billing and Water Usage Report: See report.

B. Other: None

**9. Other:**

**10. Adjourn:**

Pursuant to the Americans with Disabilities Act, individuals needing assistance attending the December 12, 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. please contact Marti Gee to make arrangements for assistance.