



APPROVED MINUTES

Administrative Control Board Meeting February 19, 2026

Attendance:

Board:

Karin Wilson
Ian Schofield
Mike Kobe
Cory Shorkey-absent
Phil Tisovec-remote

Staff:

Andy Garland
Lisa Hoffman
Steve Anderson
Chris Braun
Sam Grenlie
Brian Davenport
Jackie Judd

Summit County Attorney:

Dave Thomas- absent

Guest:

Alan Domonoske
Brad Buswell
Justin Keys
Bill Laughlin
Brian Baker

Notice is hereby given that the Administrative Control Board of Mountain Regional Water SSD, Summit County, Utah, will meet in a regular session on February 19, 2026, at the District's new administrative office at 5739 Paintbrush Road, 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/85123687184?pwd=I01Y991IUQnNv2UTtqdT5btv2KFWx.1>

Passcode: 153330

Webinar ID: 851 2368 7184

To Dial in for Audio: 669-900-6833

1. Call to Order and Public Input:

Karin Wilson called the meeting to order at 6:01 PM. She then suggested we start the meeting with the Consent Agenda (4).

Karin Wilson asked if we had any public input. Justin Keys stood to speak. He represents a group involved with development in the area. They had previously applied for potential annexation and were denied. They met with Summit Water as well and received a Will Serve letter. Along with that letter, Summit Water stated they would not object to the group's annexation into Mountain Regional Water. Their group has also taken the feedback they received and spoken with the surrounding homeowners about the issues and annexation as well. He believes that there are some synergies with the sewer and water and their piece of ground. They said they just wanted to explain the issuing of the Will Serve letter and that it wasn't a hostile move. They want to continue to cooperate and be a participant in the growth of that area of the county and would appreciate Mountain Regional Water's feedback as well. There isn't a formal presentation, they just wanted to keep Mountain Regional Water in the loop and will be

meeting with the county next week.

2. Consideration for Recommendation of Approval to the Summit County Council, acting as the governing body of the District, all necessary action to issue certain water revenue bonds, for the refunding of \$18 million Bank of Utah bonds: Steve Anderson and Brian Baker

Steve Anderson explained refunding the bond. And how it would drop the interest rate and save Mountain Regional Water \$2.8 million net present value.

Ian Schofield asked if we have one shot at getting this bond and Steve said yes as it would be a 20 year bond. And the next opportunity to do this would be in 10 years. The rates have fallen quite a bit, mentioning a 3.6% interest rate. Brian Baker then offered to answer any questions. Mike Kobe asked if this is just for this refinance not all the debt. Brian Baker confirmed it is just for the refinance. Brian Baker said MRW is in a very strong position with its finances and the loans and said that with the Board's recommendation tonight, they would go to the Summit County Council 3/25/26 to get formal approval. No one had any further questions. Ian Schofield made a recommendation of approval to the Summit County Council to approve all necessary action to issue certain water revenue bonds, for the refunding of \$18 million Bank of Utah bonds. Mike Kobe seconded the motion. All were in favor and unanimously approved.

3. Project Design Update - Signal Hill Water Treatment Plant Optimization: Alan Domonoske and Brad Buswell (Carollo)

Brad Buswell started with a big picture explanation of the project. He gave an overview of what has happened since January 2025 and the 60% design, cost estimate and the next steps with the design team. He showed figures from the packet referencing the preferred alternative from the Jan 2025 ACB Meeting. He went through the timeline from 2025-2026. Ian Schofield asked if all negotiations with the sewer were finished. Andy confirmed Snyderville Basin is willing to accept the plans and they will be charging an impact fee. Brad Buswell apologized that the 60% cost estimate was not in the board packet beforehand as they just received it on Tuesday. It was a much larger increase from \$37 million to \$44.5 million. Brad Buswell explained the cost increase it because there was a change in scope, the site excavation increased \$2.2M, GAC building was made larger to accommodate snow drift; creating an increase of \$500K. Electrical and I&C increased to \$4.3M- -but they are going through the detailed cost estimate and feel that they assumed use of PVC conduit for everything and believe they can bring it down on the price still by a few million. Also, the contingency decreased by \$1.1M and other Misc went up \$700K. Ian Schofield asked how much it was originally? Lisa Hoffman explained \$35 million is what they used to base the bonding on, but there were other construction and miscellaneous fees that made the original cost around \$45 million. Now the new number is over \$51 million. Andy Garland said it is about \$5-\$7million more. Lisa Hoffman said they spoke with Wifia

today and were told that \$38 million is the maximum loan amount. It cannot be increased right now. Though there may be opportunities for future loans. Steve Anderson also brought up possibly doing a 5%-6% rate increase sooner than planned. Steve Anderson said it would be about 7 years of 5 to 6% rate increases.

Karin Wilson asked if we can recalculate impact fees. Steve Anderson said yes. Andy Garland said this is just an estimate so we don't know for sure what the actual cost is. Ian Schofield is most concerned about a double digit increase. And said that if that is the reality we need to figure out something else to raise funds. He also said the building is looking like it has stuff that we don't need right now and maybe need to get rid of those things. Andy Garland cautioned against hamstringing ourselves in the future with the growth we will experience. Steve Anderson said the numbers and information are new and he has not had a lot of time to go over them. Andy Garland then asked Alan Domonoske and Brad Buswell to take another look at the costs.

Brad Buswell continued with the next steps for the project. He continued describing some other things that will be addressed in the 90% design and noted that assuming there are no chemical building changes, the 90% design will be delivered in late May 2026, 100% design by July 2026 and bid period by mid September. Construction begins mid Fall of 2026. Ian Schofield said he feels that the board is fine with going forward with the build but that double digit rates are not something he sees as something we can cross into.

4. Consent Agenda:

a. Approval of the January 15, 2026 Board Minutes

Karin Wilson asked if there were any changes or comments for the January 15th meeting events. No questions or comments.

b. Approval of the January 2026 Check Register

Karin Wilson asked if there were any questions on the check register. Ian Schofield had questions on the check register. He was curious if the Summit County charges listed for the Matterhorn project, if those were the last charges of the project or if there are still more payments? Steve Anderson said there were a few more payments. Ian Schofield then asked for a reminder on what SwiftComply was. He knew it was a Backflow system, but what exactly is it? Chris Braun gave him a quick explanation that it is a software that does the messaging and records for the Backflow program and that we are happy with the new program. Ian Schofield had questions about the vehicle purchases. He asked why we don't use the same dealer for all our equipment? Brian Davenport explained it depends on if we want a certain brand for the piece of equipment. Ian Schofield then asked what the Siemens meter was? Chris Braun told him it is an ultrasonic meter, where it is located, and that it needed to be replaced due to age. Karin Wilson saw the 3rd payment made to Summit County and wanted to know what the interest rate is. Steven Anderson said it was around 3%.

c. Approval of truck and equipment surplus

Steve talked about the 3 surplus vehicles they will be selling. One will be traded in for

27,000. It was purchased during Covid and it will be good to replace it. The other 2 may be sold internally. We purchased a new crane truck and will be selling the old crane truck that can be sold for about 20,000.00 Ian Schofield asked if we could get that price internally. Steve said we won't get that internally. It will go to auction. Another surplus is the disposal of a motor from Lost Canyon Booster Pump Station that is no longer usable due to an upgrade. We will surplus it, but the replacement is more than \$10,000.00. As such, according to our Rules and Regs we must have the board approve it. The replacement will be \$40,000.00.

d. Purchase Orders:

i. Lamb Drilling \$767,810

Old Ranch Well will be called Old Ranch Well 17. Old Ranch Well 17 will be under budget. All of the bids have come back under estimate.

ii. Rockport Rocks \$91,760

Mountain Regional Water is building new retaining walls for the transformer in Lost Canyon. It is to increase better circulation. The accepted bid is with Rockport Rocks.

iii. UTB Transformers \$136,927

Building new retaining walls where the transformers are to give them more space for circulation. In doing the wall we have found a transformer in stock and are hoping to get approval to order it soon. It is in stock so they want to get it approved and ordered.

Ian Schofield made a motion to approve the Consent Agenda

Mike Kobe seconded the motion

All were in favor and unanimously approved.

5. Financial Management: Steve Anderson

a. Summary January financial results

Steve Anderson reviewed the January results. There was only one impact fee collected in January. Expenses are under budget currently. Customer growth is low, but there have been 8-9 impact fees paid in February and quite a few applications.

b. MRW semi-annual cash report

Steve reviewed the 12/31/2025 semi-annual cash report.

c. Audit update

The Auditors are coming out March 23-27. We are using the same auditors this year as last year.

d. WIFIA update

Hopefully everything to be in order to close on it by Wednesday. Nearly all our paperwork on our end is signed. Lisa Hoffman said the IRS is waiting on our address being updated. But it should be fine.

6. Engineering Updates: Sam Grenlie

a. 2026 Water and Energy Report

Sam went over the report and noted some highlights of this study and graph are that Bear Hollow and Preserve perform inefficiently and can possibly be improved. Sam Grenlie will look further into it to see what can be done. He then explained the other pumps and their efficiencies. Phil Tisovec asked if there are other uses for power other than pumping not mentioned in the graph. Sam Grenlie said yes there is nuance. This is just to look at a single variable, and the pumps pull more power than other things in the district. Chris Braun said there are large heaters in those buildings as well. He then highlighted other sources that are efficient. We lean on the most efficient pumps and that is the right thing to do.

They will update this next year and hopefully the metrics will be useful in Mountain Regional Water becoming more efficient.

Karin Wilson commented she really liked the study.

7. Consideration for Recommendation of Approval to the Summit County Council, acting as the governing body of the District, proposed changes to the District's By-Laws and Personnel Policies: Andy Garland and Lisa Hoffman

Lisa Hoffman discussed changes to the By-Laws to add an Audit Committee. The majority of the personnel changes are located in section 9. It is mostly related to the Summit County updates that have been made over the years and Mountain Regional Water following those changes. We have updated our PTO, changed funeral leave to bereavement leave. Other updates are having an adult designee being put in the policy for insurance coverage. Changing parental leave to be available only after the 6 months orientation period. Clarified the definition of FMLA and when to use it. Increased the housing/transportation allowance to \$300 from \$250. Added a statement about the employee clothing allowance. Added an employee referral bonus program. Clarified when an employee uses a personal vehicle versus a company vehicle. And the reimbursement rate if the employee uses their personal vehicle for a company event. These updates will be taken to Summit County Council for approval and estimated implementation date would be July 1, 2026.

Karin Wilson had questions about PTO. She said the amount of hours looked higher. Lisa Hoffman explained it is because now the sick leave is added into it. Making it a 600 hour combined maximum which is the exact same policy as the county. Karin Wilson asked about the personal holiday. They also explained the personal holiday is outside the PTO. It is a one, 8-hour day taken all at once. Use it by the end of the year or lose it. Karin Wilson made the request that we take out the acronym for Short Term Disability (STD), and instead spell it out. Lisa Hoffman said she will make that change. No one else had any other questions.

Ian Schofield made a recommendation for approval to the Summit County Council, acting as the governing body of the District, proposed changes to the District's By-Laws and Personnel Policies as discussed and reviewed.

Mike Kobe seconded the motion.

All were in favor and unanimously approved.

8. General Manager Comments: Andy Garland

Andy Garland explained that these were put on the agenda so he would not forget to take care of them. But we can check them off. So they moved onto the next item on the agenda.

- a. W-9
- b. Conflict of Interest

9. Questions on Department Updates:

Karin Wilson asked if there were any particular Utah legislative bills coming up that would affect water. Lisa Hoffman said yes, HB 501 was a bill looking at how to fund water infrastructure projects. This bill would potentially tie an infrastructure charge to bills based on an areas MAGI (median adjusted gross income). The session will finish up in March and Lisa Hoffman will update more. Karin Wilson asked Sam Grenlie how Summit County enforces the fluro wax ban. Sam Grenlie said that is a good question; and right now he might suggest they could definitely improve signage. But do we have teeth right now? It's hard to say. PFAS with Mountain Regional Water compared to Park City, there isn't much carry over in his opinion. But with the new Old Ranch Rd Well, which is closer to the city, we could have it come up. We need to be proactive and protect our source. Mike Kobe asked about the drought decision with Weber Basin. Lisa Hoffman said it happens in March on the 10th. We will update the board in our March meeting. If there is a drought we will update our policy and institute rates this summer. Karin Wilson said for the next item on the agenda they will need to move into an executive session. Andy Garland asked the board in attendance, and Lisa Hoffman to join him for the executive session.

Executive Session – Personnel, Possible Litigation, and Property

Acquisition

Karin Wilson made a motion to enter the executive session for Personnel.

Mike Kobe seconded the motion.

All were in favor, and the meeting entered executive session at 8:14 pm.

Ian Schofield made a motion to exit the executive session.

Mike Kobe seconded the motion.

All were in favor, and the meeting exited the executive session at 8:26 pm.

10. Consideration and possible approval of credit card vendor change: Andy Garland

Andy Garland is requesting permission to change credit card providers. The Zions Bank reporting mechanism isn't very user friendly. He and Steve demo'd an alternate one called Bill Divvy. They feel it is a better fit. Ian Schofield said it made sense to him.

There were no questions.

Ian Schofield made a motion to move ahead with approval of credit card vendor change

Mike Kobe seconded the motion

All were in favor and unanimously approved.

Mike asked who would be attending the upcoming water users convention. Andy

Garland answered that Lisa Hoffman, Steve Anderson, Ryan Williams and himself are attending.

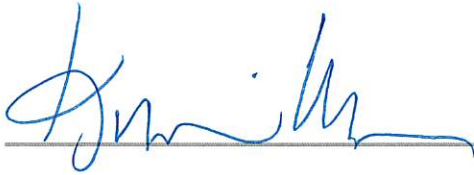
11. Adjourn

Ian Schofield made a motion to adjourn the meeting.

Mike Kobe seconded the motion.

All were in favor and unanimously approved.

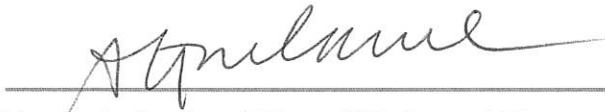
Adjourned the meeting at 8:31 p.m.



3/19/2024

Mountain Regional Water SSD ACB Chairperson

Date



3/19/26

Mountain Regional Water SSD General Manager

Date

Pursuant to the Americans with Disabilities Act, individuals needing assistance attending the meeting on February 19, 2026, should contact Lisa Hoffman at 435-940-1916 Ext. 312 to make arrangements. The next MRW Administrative Control Board Meeting will be held on March 19, 2026 at the District's administrative office at 5739 Paintbrush Road, Park City, UT 84098.

**Closed Meeting Affidavit
February 19, 2026**

Pursuant to Utah Code § 52-4-206, Karin Wilson, Chair for the Administrative Control Board of Mountain Regional Water Special Service District, hereby certifies and affirms that a closed meeting was held, electronically, on February 19, 2026, at 8:14 p.m., at the physical location of 5739 Paintbrush Road, Park City, Utah 84098, with the following individuals participating:

Karin Wilson, Ian Schofield, Mike Kobe, Phil Tisovec, Andy Garland, Lisa Hoffman


The closed meeting was for the sole purpose of discussing:

Personnel (Utah Code § 52-4-205(1)(a))

Security (Utah Code § 52-4-205(1)(f))

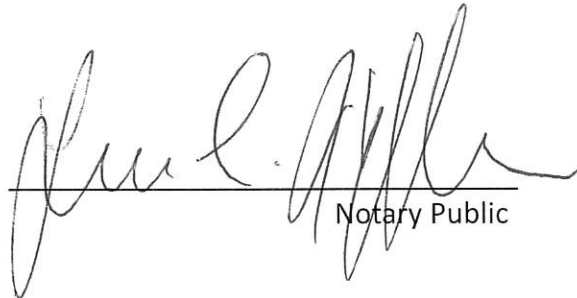
And the provisions of Utah Code § 52-4-206(1) do not apply.

DATED this 19th day of February, 2026



Karin Wilson, Chair
Administrative Control Board of
Mountain Regional Water Special Service District

County of Summit)
ss:)
State of Utah)



Notary Public

