



**MOUNTAIN REGIONAL WATER
SPECIAL SERVICE DISTRICT**

ADMINISTRATIVE CONTROL BOARD

AGENDA

JANUARY 9, 2014

ATTENDANCE:

BOARD MEMBERS:

CHRIS EGGLETON
B. TODD HOPKINSON
BRETT MICKELSON

STAFF:

ANDY ARMSTRONG
MARTI GEE
SCOTT GREEN

OTHERS:

SERVICE AREA # 3 ATTENDEES
BETTY BROWN BOARD MEMBER
SUE WHITE WATER OPERATOR

EXCUSED:

MATT LINDON
RICK KREBS

The Administrative Control Board of Mountain Regional Water SSD, Summit County, Utah met in regular session **January 9, 2014** at the Mountain Regional Water Special Service District office located at 6421 N Business Park Loop Road, Suite A, and 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: no public attended any** public comment. Brett Mickelson acted as the Chairman for the Mountain Regional Water Special Service District Administrative Control Board Meeting. Matt Lindon was not able to attend the meeting.

2. Consideration of Approve of Meeting Minutes for November 14, 2013: Motion made by Chris Eggleton to approve the Meeting Minutes for November 14, 2013. Seconded by B. Todd Hopkinson. All voted yes, motion carried.

3. Motion to move into Executive Session for Personnel: None.

4. Motion to return to Open Session: Not needed.

5. Financial:

A. Review October & November 2013 Financials:

B. Approval of October and November 2013 Check Register: Motion made by Chris Eggleton to approve the October 2013 Check Register. Seconded by B. Todd Hopkinson. All voted yes, motion carried.

The District experienced in 2013 the customer growth of 79 new customers hook ups from stand by fees to current water customers. The number of Promontory Assessments has been higher than projections for 2013. Revenue is 5.3% above the approved 2013 Budget. Water Sales 1% under budget with the rain in the summer and fall.

Expenditures are under budget because of power costs savings. Interest expenses are under budget for 2013. Cash balances have increased by about a million dollars from last year this will allow us to meet the District's goal of having 120 days of cash revenue on hand at all times. April and May this year we meet our goal for 120 days of cash on hand to meet the goal the Administrative Control Board set for the CFO. Capital budget was under budget in 2013. Green Projects are under budget and Mountain Regional Water Special Service District billed the state \$60,000 for labor costs to reimburse MRWSSD for staffing costs. Summit Park Phase 3 project came in under budget also. We are doing well in every category. We borrowed a \$500,000 dollars for our Emergency Fund from Summit County and paid it off a year early this year. Motion made by Chris Eggleton to approve the November 2013 Check Register. Seconded by B.Todd Hopkinson. All voted yes, motion carried.

C. Consideration of Approval of Purchase Orders: None.

D. Other: None.

6. General Manager's Updates:

A. New Development Update: The update on Plat I in Silver Creek Estates, Woodside homes is the developer for Plat I in Silver Creek Estates. Mountain Regional Water Special Service District by annexing and serving water to Woodside Homes allows MRWSSD to have a water line in front of the Bitner property the north side of I 80. This is the property that Summit County has expressed interest in placing affordable homes in clusters. Mountain Regional Water Special Service District will have a water supply close and hopefully be a water provider for that property.

Jim Doinley came in to meet with Andy Armstrong. He has about 80 ERC's that are pre-paid impact fees.

B. Update on Impact Fee Study Schedule: Review next meeting and the public process of meetings and hearing that is required.

C. Other:

7. Legal:

A. Consideration of approval of the Agreement for the Exchange of Water in Emergencies between Mountain Regional Water Special Service District and Summit County Service Area No. 3: Service Area attendees, Betty Brown and Sue White explained the desire of the Service Area to have an emergency water connection to MRWSSD. They do not want to serve Plat I the Woodside development. They did not plan on serving that area for water service. The Woodside development has 66 residential connections. The Service Area has the Agreement on their agenda Monday January 13, 2014. Motion made by B. Todd Hopkinson to approve the Agreement for the Exchange of Water in Emergencies between Mountain Regional

Water Special Service District and Summit County Service Area # 3. Seconded by Chris Eggleton. All voted yes, motion carried.

- B. Other:** Andy Armstrong discussed with the Board the Water Service Agreement between MRWSSD and Woodside Homes and Utah LLC. Andy Armstrong requested the board make a motion to allow Andy to enter into the Water Service Agreement with Woodside Homes. Motion made by B. Todd Hopkinson authorize Andy to enter into an Agreement with Woodside Homes and Utah LLC that is similar to the draft provided to Board and stipulate if there is any significant changes have an electronic Board Meeting to discuss. Seconded by Chris Eggleton. All vote yes.

8. Public Services:

A. Billing and Water Usage Report: None.

B. Other:

9. Other:

10. Adjourn:

Pursuant to the Americans with Disabilities Act, individuals needing assistance attending the February 13, 2014 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.