

BOARD OF TRUSTEES MEETING MINUTES

November 20, 2017

** District Office**

5:00 p.m.

I. CALL TO ORDER

The November 20, 2017, Board of Trustees meeting was called to order by Vice Chair Mary Ann Pack at 5:02 p.m. Other Board members in attendance were Robert Richer and Richard Pick via telephone. Jan Wilking and Cindy Matsumoto were excused. SBWRD staff in attendance were Mike Luers, Bryan Atwood, Brian Passey, Dan Olson and Kevin Berkley. Also in attendance were Craig Ashcroft, Carollo Engineers, Jeremy Cook, Cohne/Kinghorn and Ben Thompson, Van Kelly and Jared Higgins, iBuild Utah.

II. CONSENT AGENDA

- A. Approval of Board Meeting Minutes for October 16, 2017
- B. Escrow Fund Reduction Approval
 - 1. Colony 4C Phase 1 – Retain 0 percent
 - 2. Colony 4C Phase 2 – Retain 0 percent
 - 3. Colony 4C Lot 194 – Retain 0 percent
 - 4. Colony 4F (5A) – Retain 0 percent
 - 5. Fiddich Glen – Retain 0 percent
 - 6. King Ridge Estates – Retain 8 percent
 - 7. Nakoma Phase 2 – Retain 8 percent
- C. Final Project Approval
 - 1. King Ridge Estates
 - 2. Nakoma Phase 2

Mr. Richer made the motion to approve the Consent Agenda, Mr. Pick seconded and the motion carried with Mr. Richer, Ms. Pack and Mr. Pick voting in the affirmative.

III. PUBLIC INPUT – There was no public input.

IV. SERVICE AWARD – Brian Passey 5 years

Ms. Pack presented Mr. Passey with his award for 5 years of service. She thanked him very much. The Board congratulated Mr. Passey on his 5 years of service.

Mr. Luers stated that Mr. Passey has done a spectacular job for the District. He continues a long tradition in style of management, which shows by the way we handle customers on Caselle and we've been moving to electronic billing more and more. Kudos, excellent job, we couldn't ask for more.

Mr. Passey thanked the Board.

Congratulations to Mr. Passey on his award for 5 years of service.

V. APPROVAL OF EXPENDITURES – Bills in the Amount of \$2,550,912.83 including SCWRF Project Pay Request #19 for \$1,485,172.12 – Mr. Luers stated Gerber Construction has submitted Pay Request #19 for \$1,485,172.12 (\$1,563,339.07 less \$78,166.95 retainage of 5%). Work includes: continued setting structural steel members on Headworks Bldg roof and ceiling, setting of bandscreens in Headworks, finished installing covers on the Equalization Basins, continued formwork on walls and north deck of Bioreactors, finished excavation of Clarifier #1 and poured pipe encasements and hopper section, started laying masonry walls of Tertiary Filter Bldg, installed shingles, soffit, and fascia on Solids Bldg, started installing lights, conduits, and ductwork in Operations Bldg, and installed rough-in plumbing of water lines, drains & vents in Operations Bldg.

The work is 56.54% complete. The time elapsed is 44.06%.

Mr. Richer made the motion to approve the Expenditures, Mr. Pick seconded and the motion carried with Mr. Richer, Ms. Pack and Mr. Pick voting in the affirmative.

VI. SUBDIVISION PROJECTS

A. Park East II – 12 REs (0 additional)

The applicant is proposing to develop Lot 19 of the Park City Business Center by subdividing the lot into 48 individual commercial condominium units. This will require the extension of a wastewater main line to provide each unit with wastewater service. Ten of the proposed units will connect to the adjacent existing wastewater main line that serves the Park City Business Center. This adjacent main line will need to be re-installed with in-line lateral connections as a part of this development.

Staff recommends approval.

Mr. Richer made the motion to approve the Subdivision Projects – Park East II – 12 REs (0 additional), Mr. Pick seconded and the motion carried with Mr. Richer, Ms. Pack and Mr. Pick voting in the affirmative.

B. Alice Claim – 15 REs

The applicant has filed a Line Extension Agreement to extend a wastewater main line in Ridge Avenue to serve the proposed Alice Claim development. The extension will consist of installing an 8" curvilinear HDPE pipe and a single manhole.

This project has been in the preliminary planning and design process for several years. SBWRD and Park City Municipal have been working together with the Applicant to develop a preliminary plan for utilities. The design has reached the point where a Line Extension Agreement is needed to continue the design and progression toward construction.

Staff recommends approval.

Mr. Richer made the motion to approve the Subdivision Projects – Alice Claim – 15 REs, Mr. Pick seconded and the motion carried with Mr. Richer, Ms. Pack and Mr. Pick voting in the affirmative.

Estimated LEA REs Year to Date: # Above Splitter 75; # ECWRF 137.33; # SCWRF 227; Total 439.33
Proposed this Meeting: # Above Splitter 15; # ECWRF 0; # SCWRF 0; Total 15

VII. DISTRICT MANAGER

A. Discussion Items – Discuss Board Meeting Schedule for 2018 – Mr. Luers reviewed the 2018 Board Meeting Schedule with the Board. He said that no action was needed at tonight's Board meeting.

B. Action Items

1. Consider Amending 2017 Original Budget – Mr. Luers reviewed the 2017 Amended Budget Summary with the Board stating that we would need to increase it by \$4,400,000.00 due to the SCWRF Project. He stated for the record that it is solely because we have spent the money quicker than had anticipated and under Utah law if we spend more than we budgeted for we need to amend it. Mr. Luers asked the Board to Consider Amending the 2017 Original Budget as stated.

Mr. Richer made the motion to amend the 2017 Original Budget as stated per the 2017 Amended Budget Summary, Mr. Pick seconded and the motion carried with Mr. Richer, Ms. Pack and Mr. Pick voting in the affirmative.

2. Consider Adopting 2018 Tentative Budget & Set Public Hearing for December 11, 2017 @ 6 p.m. – Mr. Luers stated that we previously submitted the 2018 Tentative Budget and that the only change is that we have reduced the expenditure for the Silver Creek Truck Line Project from 7,400,000.00 to 1,700,000.00, other than that there are no changes from the staff to the Board. He asked the Board to consider adopting the 2018 Tentative Budget & Set the Public Hearing for December 11, 2017.

Mr. Richer made the motion to adopt the 2018 Tentative Budget & Set Public Hearing for December 11, 2017 @ 6 p.m., Mr. Pick seconded and the motion carried with Mr. Richer, Ms. Pack and Mr. Pick voting in the affirmative.

- C. Information Item
 - 1. Financial Statement
 - 2. Impact Fee Report
 - 3. Christmas Brunch – December 22, 2017 @ 10:30 a.m. EC Training Building – Mr. Luers

invited the Board to our annual Christmas Brunch on December 22, 2017 @ 10:30 a.m.

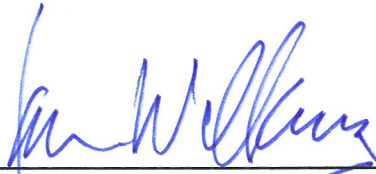
VIII. FUTURE AGENDA ITEMS

- A. Projects
- B. Operations
- C. Finance
- D. Governmental Matters

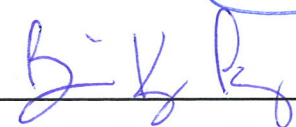
IX. ADJOURN

Ms. Pack adjourned the meeting at 5:19 p.m.





Jan Wilking, Chairman



Brian Passey, Finance Manager/Clerk