

BOARD OF TRUSTEES MEETING MINUTES

October 21, 2019

** District Office**

5:00 p.m.

I. CALL TO ORDER

The October 21, 2019, Board of Trustees meeting was called to order by Vice Chair Mary Ann Pack at 5:03 p.m. Other Board members in attendance were Robert Richer, Richard Pick, and Steve Joyce. Mr. Wilking was excused. SBWRD staff in attendance were Mike Luers, Bryan Atwood, Brian Passey, Dan Olson, Kevin Berkley, Chad Burrell, and Kim Dudley. Also in attendance were Jeremy Cook, Cohne/Kinghorn, and Craig Ashcroft, Carollo Engineering.

II. CONSENT AGENDA – Approval of Board Meeting Minutes for September 16, 2019.

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

III. PUBLIC INPUT – There was no public input.

IV. APPROVAL OF EXPENDITURES – Bills in the Amount of \$1,999,362.99 including SCWRF Project Pay Request #42 for \$655,032.56 – Mr. Luers stated Gerber Construction has submitted Pay Request #42 for \$655,032.56.

Mr. Burrell said the work includes: The facility continues to be operated by District Operators. Work continues on finish grading on the west side of the new facility. Landscaping, plantings, and irrigation system installation continues throughout the site. Road base around the site had been laid down and compacted. Asphalt has been laid down, rolled and compacted. Light poles have been placed on their concrete bases and wires have been pulled. Bioreactor #2 has passed the water test and equipment has been started up. Finish concrete work continues around the Operations Building, including the entrance. The fuel tank control system equipment is getting installed and wired. Punchlist items continue to be worked on in each building.

The work is 99.01% complete, with 95.89% of the time elapsed.

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

V. SUBDIVISION PROJECTS

Estimated LEA REs Year to Date: # Above Splitter 0; # ECWRF 329.67; # SCWRF 340.33; Total 670.00

Proposed this Meeting: # Above Splitter 0; # ECWRF 0; # SCWRF 0; Total 0

VI. DISTRICT MANAGER

A. Discussion Items – 2020 Tentative Budget – 2020 Tentative Budget – Mr. Luers presented the 2020 Tentative Budget to the Board as follows:

Summary of 2019 Budget / 2020 Tentative Budget

Income:

2019 User Fee Revenues - Budgeted	\$ 11,189,600
2020 User Fee Revenues - Projected	\$ 11,666,066
2019 Impact Fee Revenues - Budgeted	\$ 3,859,126
2020 Impact Fee Revenues - Projected	\$ 4,001,080

Operation and Maintenance Expenses:

2019 O&M Expenses (excluding capital)	\$ 7,579,579
2020 O&M Expenses (excluding capital)	\$ 8,100,979

Debt Service:

2019 Debt	\$ 1,395,800
2020 Debt	\$ 1,389,800

Capital Expenses:

2019 User Fee "Renewal" Capital Expenses	\$ 7,060,700
2020 User Fee "Renewal" Capital Expenses	\$ 5,360,500
2019 User Fee Capital Expenses	\$ 906,353
2020 User Fee Capital Expenses	\$ 1,270,000

2019 Impact Fee Capital Expenses	\$ 7,478,175
2020 Impact Fee Capital Expenses	\$ 2,552,200

Mr. Luers reminded the Board that this is a three month process, in which the Budget is presented in October, the Board takes action in November on Tentative Budget and we set a Public Hearing in December and the Final Budget is approved.

- B. Information Item
 - 3. Financial Statement
 - 4. Impact Fee Report

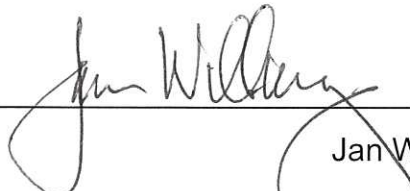
VII. FUTURE AGENDA ITEMS

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


VIII. ADJOURN

Mr. Richer made the motion to Adjourn at 5:44 p.m., Mr. Pick seconded the motion carried with Mr. Joyce, Mr. Pick, Mr. Richer, and Ms. Pack voting in the affirmative.





Jan Wilking, Chairman



Brian Passey, Finance Manager/Clerk