

MINUTES OF THE REGULAR BOARD MEETING
OF THE BOARD OF TRUSTEES
COTTONWOOD IMPROVEMENT DISTRICT

DATE: August 15, 2018
PLACE : Cottonwood Improvement District Office
TIME: 3:00 P.M.

PRESENT:
Mark Katter, Chairman
Wesley Fisher, Trustee
Kim R. Galbraith, Trustee
Greg Neff, General Manager/Engineer
Lonn Rasmussen, Assistant General Manager/Operations Supervisor
Spencer Evans, Chief Financial Officer
Jeremy Cook, Attorney for the District
Jami Phillips, Board Secretary

Public: A list of public in attendance is attached to and thereby made part of these minutes.

At 3:00 p.m., Mark Katter called the meeting to order.

The Pledge of Allegiance was recited.

AGENDA:

ITEM 1: APPROVE MINUTES OF THE JULY 18, 2018 REGULAR BOARD MEETING

No corrections were made to the minutes. A motion was made "to approve the minutes of the Regular Board Meeting held on July 18, 2018."

MOTION BY: Wesley Fisher
SECOND BY: Kim Galbraith
FOR: Wesley Fisher, Kim Galbraith
ABSTAIN: Mark Katter
AGAINST: None

ITEM 2: PUBLIC COMMENT

None.

ITEM 3: KEDDINGTON & CHRISTENSEN, LLC, CERTIFIED PUBLIC ACCOUNTANTS

Marcus Arbuckle, of Keddington & Christensen, thanked the Board for the opportunity to audit Cottonwood Improvement District. Marcus said he will be working with Steve Rowley. They are planning to come in and do the preliminary work in December/January. At the end of March, first part of April they will do the field work. The plan is to have the reports issued by the end of April, first part of May.

Item 6 was called next because Cindy Foote with Central Valley Water Reclamation attended the meeting and was waiting for Board approval and signatures on this item.

ITEM 6: APPROVAL OF PROPOSED AMENDMENT TO CVWRF INTERLOCAL AGREEMENT AND CASH ACCOUNT POLICY

Greg Neff explained that there were some changes from the first Interlocal Agreement draft regarding how the funds would be allocated, reported and returned based on member entities post 2016 ownership percentages. The cash account policy draft, which annually calculates how much money CVWRF can hold in the cash account, will need to be approved and signed. A motion was made "to approve the CVWRF First Amendment to Amended and Restated Interlocal Agreement and Cash Account Policy." A copy of the CVWRF First Amendment to Amended and Restated Interlocal Agreement is attached to and therefore made part of these minutes.

MOTION BY: Kim Galbraith
SECOND BY: Wesley Fisher
FOR: Kim Galbraith, Wesley Fisher, Mark Katter
AGAINST: None

ITEM 4: FINANCIAL INFORMATION

(A) DISBURSEMENTS

The disbursement list is attached to and thereby made part of these minutes. A motion was made "to approve and ratify the disbursements."

MOTION BY: Kim Galbraith
SECOND BY: Wesley Fisher
FOR: Kim Galbraith, Wesley Fisher, Mark Katter
AGAINST: None

(B) FINANCIAL STATEMENTS

The unaudited financial statements as of July 31, 2018 are attached to and thereby made part of these minutes.

ITEM 5: PROPOSED PURCHASE OF DISTRICT PROPERTY BY SLCO FOR VOA HOUSING UNITS – UPDATE

Greg Neff said he received an email from Derrick Sorensen, with Salt Lake County, stating that Salt Lake County has had some date changes and will get back with the District regarding the District's counter offer.

ITEM 7: CENTRAL VALLEY WATER RECLAMATION FACILITY UPDATE

Chairman Katter and Greg Neff talked about some of the large expenses CVWRF is spending on capital projects, i.e., Influent Channel Rehab Project, Engine-Generator Replacement Project, Power-Gen Seismic Upgrades, Secondary Clarifiers. Approval of RAS Pump Purchase. There is some concern regarding tariffs on steel and how it will affect the pricing of some of these projects. The Granger/Hunter Siphon Rehabilitation Project contract was awarded; however, construction will not start until the late fall of 2018 and winter of 2019.

CVWRF is conducting a facility tour as part of their September monthly Board meeting. All member entity Board members are welcome. The proposed schedule is as follows: 10:00 a.m., meet at Central Valley. 10:00 a.m. to noon, facility tour. Noon to 1:00 p.m., lunch provided. 1:00 p.m. to 3:00 p.m., Board meeting.

CVWRF has engaged a company to help them with upgrades to their cyber and security systems.

ITEM 9: BOARD REPORT

Kim Galbraith asked about the District's budget dates. Spencer Evans said the tentative budget will be presented to the Board in October's Board meeting. The District's Public Hearing/Board meeting will be held in November at 6:00pm for budget approval by the Board. If there are no changes, that will be the final budget. Once the final budget is approved, it will be made available in the District office and on the District website.

The Board asked management and staff to post the approved Board meeting minutes on the District's website. Greg Neff will add a navigation bar to the District's website for posting the approved minutes.

There was discussion on the Board members using an iPad rather than printing the Board books on paper. Greg Neff thinks the District will save money in the long run. Greg will get some options and costs to discuss in the next meeting.

ITEM 10: INFORMATION ITEMS

- (A) APPRECIATION LETTER – ADDRESSED TO GREG NEFF AND DISTRICT BOARD, FROM DOUG HILL, 550 E. HOLSTEIN WAY.
- (B) APPRECIATION LETTER – ADDRESSED TO COTTONWOOD HEIGHTS CITY MAYOR, MICHAEL PETERSON, FROM GARY KOCKLER, GENERAL CONTRACTOR.

ITEM 8: MANAGEMENT REPORT

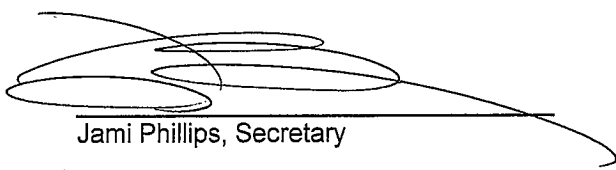
Greg Neff handed out a proposed legislation for the Board's awareness. H.B. 455, Damage to Underground Utilities Facilities Amendments. This bill modifies a provision relating to the damage of underground utilities facilities, with provisions on time limits and notification. Greg said the District is opposed to this and will keep the Board apprised regarding this proposed house bill. A copy of H.B. 455, Damage to Underground Utilities Facilities Amendments is attached to and therefore made part of these minutes.

There has not been anymore communication with Wadsworth Construction regarding the leasing of District property since discussed in the previous Board meeting.

At 4:15 p.m., a motion was made "to adjourn the regular Board meeting."

MOTION BY: Kim Galbraith
SECOND BY: Wesley Fisher
FOR: Kim Galbraith, Wesley Fisher, Mark Katter
AGAINST: None

PREPARED BY:


Jami Phillips, Secretary