

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

DATE: October 17, 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: PUBLIC COMMENT

Bruce Blanchard of 8802 Shady Meadow Drive said fee increases hurt lower income families more than property tax increases because property taxes are based on home values and fee increases are a set amount. He suggested when the District requires a revenue increase in the future, to look at a property tax increase rather than a user fee increase. Bruce made comments during Item 5, Approve Tentative 2019 Budget, regarding District election cost. He said when SLCO has an election for State, County and Federal Officials, they cover all of the cost. In the opposite election years for Municipalities and Local Districts, etc., SLCO spends the same amount, but doesn't cover any of the cost.

ITEM 2: APPROVE MINUTES OF THE SEPTEMBER 19, 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 September 19, 2018."

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

ITEM 3: FINANCIAL INFORMATION

(A) DISBURSEMENTS

After review and discussion, a motion was made "to approve and ratify the disbursements."

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

#### (B) FINANCIAL STATEMENTS

Copies of the unaudited financial statements as of September 30, 2018 were provided for Board review.

#### ITEM 4: SKID STEER PURCHASE DISCUSSION

Greg Neff proposed purchasing a skid steer. He explained the benefits of using a skid steer for District manhole raising. It's time saving and decreases the chance of employee workers comp injuries. The District raises approximately 1,000 manholes each year. Management recommends the purchase of a skid steer for raising District manholes. The funds would come from 2018 unspent budget funds for the Sandy and Murray shop roof replacements. A motion was made "to approve the purchase of a skid steer, manhole saw and trailer."

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

#### ITEM 5: APPROVE 2019 TENTATIVE BUDGET

Spencer Evans presented the proposed tentative budget for 2019. Spencer explained that a narrative of 2019 budget vs. 2018 budget was included. Spencer also pointed out that items previously budgeted under capital were now budgeted as maintenance and repairs based on the nature of these expenses. He also pointed out the budget proposed participating in the Central Valley Water Reclamation Facility bond in 2019. The final bonding decision will be made by the Board sometime in 2019. A copy of the tentative budget is attached to and thereby made part of these minutes. After some discussion, a motion was made "to approve the 2019 Tentative Budget."

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

#### ITEM 6: SET TIME AND DATE FOR PUBLIC HEARING FOR 2019 BUDGET

A motion was made "to set November 14, 2018 at 6:00 p.m., as the date and time of November's regular Board meeting and the Public Hearing regarding the 2019 Budget."

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

ITEM 7: CENTRAL VALLEY WATER RECLAMATION FACILITY UPDATE

Greg Neff said the last CVWRF meeting a lot of time was spent discussing updates to all of CVWRF's following capital projects: Influent Channel Rehabilitation Project, Engine-Generator Replacement Project, Power-Gen Tunnel Extension, Secondary Clarifiers, Blend and Equal Tank/Digester No. 3, Odor Control Project, Reclaimed/ 3 Water Filtration Equipment Procurement and the BNR Facility Design Progress Report.

Greg said some of these projects are in the design phase and some are actively under construction. The Influent Channel Rehabilitation Project is almost complete. The Engine-Generator Replacement Project is underway. The Power-Gen Tunnel Extension is starting. Secondary Clarifiers are under construction. Two new clarifiers are being rebuilt; replacing the mechanisms in a couple of them. There are a couple of old tanks that are being rehabilitated to be used as blend and equalization tanks. The odor control project is in the beginning stages. The reclaimed 3 water filtration is in the design phase. That's a project that takes the secondary effluence, which would normally go into Millcreek, and puts it through one more filtration, treatment process and disinfection so it can be used on the golf course, for irrigation, and throughout the plant for plant water cooling and other things. The BNR Facility Design level is close to sixty percent. This is the bulk of the cost and is expected to go out for bid in the fall of 2019.

An electrical contract was awarded to Skyline Electric for the Co-Gen building. CVWRF's 2019 Tentative Budget was discussed. Update and discussion on Water Quality Board Finance Subcommittee (SRF Loan). There was some discussion on the upcoming WEFTEC Equipment Tour (which has now happened). Greg said the tour took about three hours going to all of the different equipment manufactures, i.e., main screens for the headworks, filtration technologies, blowers, and a couple different processes for sidestream ammonia and phosphorous treatment. This is the equipment that is going to be purchased as part of the Central Valley BNR Facility.

ITEM 8: MANAGEMENT REPORT

Greg Neff said District operator, Todd Smart, participated in the WEFTEC Operations Challenge All Star Team. Todd's team took 3<sup>rd</sup> Place overall. Greg said aside from the show floor tour, he spent most of his time in technical classes, ranging on collection system topics, such as flow modeling (pipe sizing, sewer overflows), and asset management. Greg also looked at sewer televising equipment.

ITEM 9: BOARD REPORT

Wesley Fisher handed out an email he received from a District customer with questions requested to be answered in the next Board meeting.

ITEM 10: INFORMATION ITEMS

- (A) ELECTION INFORMATION.
- (B) SEWER FEE AND TAX COMPARISON & RESERVE FORECAST.
- (C) PUBLIC UTILITY EASEMENT ENCROACHMENT BY PROPERTY OWNER – LOT 13, RIVEROAKS SUBDIVISION (1571 RIVEROAKS DRIVE).
- (D) SANDY CITY COMMUNITY DEVELOPMENT – WILLOW CREEK COUNTRY CLUB ANNEXATION.
- (E) SANDY CITY COMMUNITY DEVELOPMENT – GARZA ANNEXATION, LOCATED AT 2893 E. LITTLE COTTONWOOD ROAD.
- (F) MURRAY CITY CORPORATION, NOTICE OF PUBLIC MEETING – CONDITIONAL USE PERMIT FOR Q&A AUTO SALES, LOCATED AT 4195 S. 500 W., UNITS, 75, 76, 79 & 80.
- (G) MURRAY CITY CORPORATION, NOTICE OF PUBLIC MEETING – CONDITIONAL USE PERMIT FOR REAL SHED LOCATED AT 4141 S. 500 W., UNIT 6.

ITEM 11: CLOSED SESSION

A motion was made "to move into a closed session to discuss pending or reasonably imminent litigation and the purchase, exchange, or lease of real property.

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

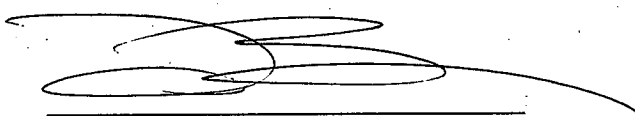
A motion was made "to reconvene in an open session."

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

At 5:03 p.m., a motion was made "to adjourn the regular Board meeting."

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

PREPARED BY:



Jami Phillips, Secretary