



UNAPPROVED MINUTES

Administrative Control Board Meeting June 18, 2026

Attendance:

Board:

Karin Wilson
Ian Schofield - absent
Mike Kobe - remote
Cory Shorkey
Phil Tisovec

Staff:

Andy Garland
Lisa Hoffman
Steve Anderson
Chris Braun
Brian Davenport
Anna Peacock
Sam Grenlie

Summit County Attorney:

Dave Thomas - absent
Ryan Stack

Guest:

Kyle Greene & Trae
Johansson with Squire &
Company

Notice is hereby given that the Administrative Control Board of Mountain Regional Water SSD, Summit County, Utah, will meet in a regular session on June 18, 2026, at the District's administrative office at 5739 Paintbrush Road, Park City, UT 84098, at 6:00 p.m. For those who are interested in attending the meeting remotely, a Zoom link has been provided below.

Join Meeting:

Please click the link below to join the webinar:

<https://meeting.gomeet.com/954-438-884>

Dial-in Number: +12063884501

Attendee PIN: 954-438-884#

1. Call to Order and Public Input:

Karin Wilson called the meeting to order at 6:01 pm.

There were no members of the public in attendance, and no input was received.

2. Updates to 2026 Water Rates & Fees: *Steve Anderson reviewed the Proposed Rate Adjustments (Effective July 1, 2026)*

- *Development Project Fees: Introduced a new Drawing Review Fee and increased the Developer Inspection Fee from 3% to 5% based on actual staff hours.*
- *Fire Hydrant Rental Fees: Updated 1" and 3" meter base and usage rates to match Interruptible Sources rates.*
- *State Mandated Fee: Added a DEQ-required drinking water fee (\$0.0165 per 1,000 gallons; approx. \$10,699.65 annually due Q4 2027), with final billing implementation details pending.*

- *Administrative Fees: Increased the Impact Review Fee (\$100 to \$150), formalized the Annexation Application Fee (\$200), and established a distinct Fire Flow Analysis Fee to clarify customer billing.*
- *Multi-Purpose Room: Established rental rates for the new administration building's conference area to offset costs from public use.*

3. Public Rate Hearing

Karin Wilson opened the Public Rate Hearing and Public Input.

No members of the public were in attendance.

Karin Wilson closed the Public Rate Hearing and Public Input.

4. Consideration and possible approval of changes to the 2026 Water Rates and Fee Schedule effective July 1, 2026

Cory Shorkey made a motion to approve the 2026 Water Rates and Fee Schedule effective July 1, 2026. Phil Tisovec seconded the motion.

All were in favor and unanimously approved.

5. 2025 Audit Presentation -

Kyle Greene, along with Trae Johansson of Squire & Company, PC, presented and reviewed the reports compiled regarding the District's 2025 Financial Statements, 2025 Compliance Reports, and the Governance letter to the District's Administrative Control Board. Steve Anderson reviewed the District's Revenue Summary for the year ending December 31, 2025.

6. Executive Session – Personnel, Possible Litigation, and Property Acquisition

Phil Tisovec made a motion to enter the executive session for Possible Litigation.

Cory Shorkey seconded the motion. All were in favor, and the meeting entered executive session at 6:30 pm.

Cory Shorkey made a motion to exit the executive session. Phil Tisovec seconded the motion. All were in favor, and the meeting exited the executive session at 6:35 pm.

7. Consent Agenda:

- Approval of the May 21, 2026, Meeting Minutes - *see below*
- Approval of the May 2026 Check Register - *see below*
- Approval of surplus Conex container, sheds, and old transformer - *see below*
- Purchase Orders:
(a.) no comments

(b.) Karin Wilson asked about the tuition reimbursement for Carsen McKnight and his field of study; Andy Garland replied that it is for accounting.

Karin Wilson inquired about the Geologic Associates Inc. disbursements for the iron bacteria evaluation and Old Ranch Road; she asked if there were current issues. Andy Garland clarified that this represents Bill Laughlin's new consulting entity. Sam Grenlie further noted that these involve two distinct projects with Bill's firm, confirming that no issues exist at the Old Ranch Road well.

Phil Tisovec inquired about the duplicate WIFIA disbursements; Steve Anderson clarified that a system-generated check was voided due to the requirement of a wire transfer. Phil Tisovec questioned if a service fee was involved; Steve Anderson confirmed there is.

Phil Tisovec questioned the use of nitrogen; Chris Braun confirmed its presence at several sites, including Old Ranch Road, noting it serves as a replacement for air.

(c.) Steve Anderson provided a brief overview regarding the items designated for surplus; Andy Garland supplemented this by stating the District intends to scrap the assets should no interest be expressed.

Karin Wilson asked if there was a motion to approve the consent agenda as discussed. Cory Shorkey made a motion to approve the consent agenda as discussed. Phil Tisovec seconded the motion. Three were in favor, and the motion passed with the majority.

8. Financial Management: Steve Anderson

- a. May 2026 financial results - *Steve Anderson reviewed the financial results for May 2026*
- b. Usage information
 - i. Usage by Tiers (Residential) *Steve Anderson reviewed*
 - ii. Customer Type Comparison: *Steve Anderson presented the comparison of customer types*
Largest users in May with area (Residential) *A report on the District's primary consumers was given by Steve Anderson.*

9. Customer Service: Anna Peacock

- a. Consideration for recommendation of approval of the 2026 Certified Tax Lien for Delinquent Fees and Charges for the Mountain Regional Water Special Service District to the Summit County Council.
Anna Peacock explained the exhibit, including the types of properties it features. Anna Peacock noted that the balance would change as more customers pay before the exhibit is presented to the Summit County Council for approval in July.

Karin Wilson asked if there was a motion to approve the Recommendation of Approval of the 2026 Certified Tax Lien for Delinquent Fees and Charges for the Mountain Regional Water Special Service District to the Summit County Council.

Cory Shorkey made a motion to approve the Recommendation of Approval of the 2025 Certified Tax Lien for Delinquent Fees and Charges for the Mountain Regional Water Special Service District to the Summit County Council as discussed. Phil Tisovec seconded the motion. All were in favor and unanimously approved.

10. Drought Update: Lisa Hoffman gave a brief update regarding Utah's current drought situation, including information on fire danger.

11. General Manager Comments: Andy Garland

- a. Concurrency Report - *Andy Garland commented that the District received another favorable report.*
- b. Environmental Protection Agency Tour - *Andy Garland noted that Lee Zelden visited the District as part of an Environmental Protection Agency tour.*
- c. URS Tier I and Tier II rate changes effective 7/1/2026: *Andy Garland stated that the employer portion is going down and the employee portion is going up. Andy Garland is asking the board to approve the URS Tier II (all) employee increase of 0.49%. This item will be on the agenda for the next board meeting in July 2026.*

12. Questions on Department Updates:

Phil Tisovec asked Anna Peacock about the leak count and the customers with Eye on Water on the Public Service Report. Anna Peacock explained that the count with Eye on Water is for customers that have registered with Eye on Water and can log in and view their usage. Staff enters contact information for all customers if it is provided to us. The leak count is for customers who have 1 gallon per hour for 24 hours consecutively flowing.

Karin Wilson raised a question regarding the customer who had been sent four warnings about high consumption. Andy Garland explained that the individual is a non-primary resident and noted that he had reached out to her directly to clarify the situation.

13. Adjourn:

Phil Tisovec made a motion to adjourn the meeting. Cory Shorkey seconded the motion. All were in favor.

Karin Wilson adjourned the meeting at 7:25 p.m.

Mountain Regional Water SSD ACB Chairperson

Date

Mountain Regional Water SSD General Manager

Date

Pursuant to the Americans with Disabilities Act, individuals needing assistance attending the meeting on June 18, 2026, should contact Lisa Hoffman at 435-731-5821 to make arrangements. The next regularly scheduled MRW Administrative Control Board Meeting will be held on July 16, 2026, at the District's administrative office at 5739 Paintbrush Road, Park City, UT 84098.