

BOARD OF TRUSTEES MEETING MINUTES

May 18, 2015
** District Office**
5:00 p.m.

I. CALL TO ORDER

The May 18, 2015, Board of Trustees meeting was called to order by Chair Jan Wilking at 5:00 p.m. Other Board members in attendance were Mary Ann Pack, Richard Pick, and Robert Richer. Mayor Jack Thomas was excused. SBWRD staff in attendance were Mike Luers, Michael Boyle, Bryan Atwood, Dave Actor, Brian Passey and Kim Dudley. Also in attendance were Jeremy Cook, Cohne and Kinghorn and Ian Robbins, Robbins, Osborne and Buhler.

II. CONSENT AGENDA – Approval of Board Meeting Minutes for April 20, 2015

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

III. PUBLIC INPUT – There was no public input.

IV. SERVICE AWARD – Blaine Boyer 25 years

Mr. Boyer was unable to attend and will be presented with his service award in June.

V. APPROVAL OF EXPENDITURES – Bills in the Amount of \$797,719.07 including Training Building Project Pay Request #12 for \$126,830.02 – Mr. Boyle said Peck Ormsby Construction has submitted Pay Request #12 for \$126,830.02 (133,505.28 less \$6,675.26 retainage of 5%). Installed chair rail in offices, training room, and lobbies, started and finished exterior concrete sidewalks and curb and gutter, began site grading, installed cabinetry in the lab, pretreatment, and kitchen areas, continued HVAC and electrical work.

The work is 89.52% complete. The time elapsed is 78.26%.

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

VI. SUBDIVISION PROJECTS

Estimated LEA REs Year to Date: # Above Splitter 0; # ECWRF 27.83; # SCWRF 0; Total 27.83
Proposed this Meeting: # Above Splitter 0; # ECWRF 0.5; # SCWRF 0; Total 0

VII. DISTRICT MANAGER

A. Discussion Items – Discussion on Safety Program – Transition & Safety Manual – Mr. Luers stated that we are working on a few more items for the discussion and we would like to discuss this matter at the June Board Meeting.

B. Action Items

1. Training Building Change Order #8 – Mr. Boyle stated the contractor has submitted Change Order #8 for \$18,322.89 and 0 days. The additional work includes: Additional security components, office outlets, entrance door card reader, electrical manhole grading, sidewalk construction joints, and a water meter pressure reducer. Change orders #1-8 are 3.07% of the original contract amount.

Action: Staff recommends approval of change order #8.

Mr. Richer made the motion to approve the Training Building Change Orders #8, Mr. Pick seconded and the motion carried with Ms. Pack, Mr. Pick, Mr. Richer, and Mr. Wilking voting in the affirmative.

1. Consider Approval of Comprehensive Annual Financial Report (CAFR) – Mr. Passey stated that the CAFR was included in their packet.

Mr. Passey introduced Ian Robbins, Robbins, Osborne and Buhler. Mr. Robbins reviewed the audit of the Financial Statement with the Board. He said that there were no material issues with the reports and information provided by District staff.

Mr. Passey told the Board that SBWRD received the GFOA Certificate of Achievement for Excellence in Financial Reporting for 2014 and that we have received this award for 17 straight years. Similar to prior years, he presented slides showing user and impact fee revenue history, and charts showing how monies are collected and spent by the District.

Mr. Pick made the motion to approve the Comprehensive Annual Financial Report (CAFR), Mr. Richer seconded and the motion carried with Ms. Pack, Mr. Richer, Mr. Pick and Mr. Wilking voting in the affirmative.

- C. Information Item
 - 1. Financial Statement
 - 2. Impact Fee Report

VIII. FUTURE AGENDA ITEMS

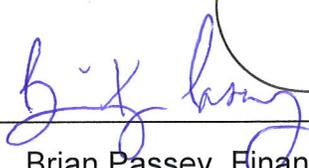
- A. Projects
- B. Operations
- C. Finance
- D. Governmental Matters

IV. ADJOURN

Ms. Pack made the motion to adjourn at 6:14 p.m., Mr. Richer seconded and the motion carried with Mr. Pick, Ms. Pack, Mr. Richer and Mr. Wilking voting in the affirmative.



Jan Wilking, Chairman



Brian Passey, Finance Manager/Clerk