

**MINUTES OF THE EXECUTIVE COMMITTEE MEETING OF THE  
BOARD OF TRUSTEES OF JORDAN VALLEY WATER CONSERVANCY DISTRICT**

(Unapproved and subject to change)

Held November 6, 2023

The Executive Committee meeting of the Board of Trustees of the Jordan Valley Water Conservancy District was held in person and electronically on Monday, November 6, 2023, at 3:00 p.m. at JVVCD's office located at 8215 South 1300 West, West Jordan, Utah.

This meeting was conducted electronically in accordance with the Utah Open and Public Meetings Act (Utah Code Ann. (1953) §§ 52-4-1 et seq.) and Chapter 7.12 of the Administrative Policy and Procedures Manual ("Electronic Meetings").

Trustees Present:

Corey L. Rushton, Chair  
A. Reed Gibby  
Zach Jacob (electronic)  
Karen D. Lang  
Sherrie L. Ohrn  
Dawn R. Ramsey (electronic)  
Mick M. Sudbury  
John H. Taylor (electronic)  
Barbara L. Townsend

Staff Present:

Alan Packard, General Manager  
Jacob Young, Deputy General Manager  
Matt Olsen, Assistant General Manager  
Shazelle Terry, Assistant General Manager  
Jason Brown, Information Systems Department Manager  
Brian Callister, Maintenance Department Manager  
Shane Swensen, Engineering Department Manager  
David Martin, CFO/Treasurer  
Mark Stratford, General Counsel  
Kurt Ashworth, Human Resources Manager  
Beverly Parry, Executive Assistant  
Martin Feil, Database Administrator (electronic)  
Mindy Keeling, Administrative Assistant  
Kelly Good, Communications Division Manager  
Cynthia Bee, Public Information Officer  
Kyle Allcott, Marketing Specialist  
Brian McCleary, Controller  
Margaret Dea, Senior Accountant (electronic)

**Welcome**

Mr. Corey Rushton, Chair, called the meeting to order at 3:00 p.m.

**Review agenda  
for November 8,  
2023, Board  
meeting**

Mr. Rushton asked Mr. Alan Packard, General Manager, to proceed with the review of the proposed agenda. Mr. Packard reviewed the proposed agenda for the November 8, 2023, Public Hearing and regular Board of Trustees meeting. Some of the topics for discussion and consideration included: public hearing relating to the issuance of up to \$135 million of water revenue bonds; and related matters; presentation by Laura Vernon, Great Salt Lake Basin Planner with the Division of Water Resources, about "Great Salt Lake Basin Integrated Plan"; consider approval of minutes of the Executive Committee meeting held October 9, 2023, and the regular

Board meeting held October 11, 2023, and the Trustees expenses report for October 2023; consider approval of Board and Committee meetings' schedule for 2024; consider adoption of Resolution No. 23-20, "Authorizing the Issuance of up to \$135 Million of Water Revenue Bonds; and Related Matters"; presentation on the audit report by Gilbert & Stewart for fiscal year ending June 30, 2023; consider adoption of Resolution No. 23-21, "Authorizing a Transfer of Funds from the Revenue Fund to the Capital Projects Fund and Other Designated Reserve Funds"; consider authorization to award a construction contract for 1362 East 6400 South Well Rehabilitation; consider approval of engineering contract amendment for 3300 South Pipeline Project; consider approval of Third Joint Agreement with Hexcel Corporation and Kearns Improvement District; consider approval of amendment to water purchase agreement with Granger-Hunter Improvement District; core mission reports; standing committee reports; and various routine reporting items. A closed session was proposed to discuss pending litigation; and to discuss the character and professional competency of an individual.

Ms. Karen Lang arrived in person at 3:09 p.m.

Mr. John Taylor joined electronically at 3:14 p.m.

**Review draft  
audit report**

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Mr. Brian McCleary, Controller, discussed the Auditors' Report that will be presented by the auditor, Ron Stewart, during the regular Board meeting on Wednesday, November 8, 2023. This report will be the official financial statement for the years ended June 30, 2023 and 2022, and will then be distributed and placed on the State Auditor's website and will be used by rating agencies and other industry analysts to evaluate JVWCD's performance. He reviewed various sections of the report, including the Statement of Net Position; and Statement of Revenues, Expenses, and Changes in Net Position.

**Discuss draft  
2024 Strategic  
Plan**

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Mr. Matt Olsen presented the draft 2024 Strategic Plan (Plan). He said the Plan is approximately 90% complete, and that a final version is expected to be ready to present to the Board for adoption during the January 2024 meetings. He said that the updated Strategic Plan is intended to guide major decisions and investments over the next ten years. Mr. Olsen then summarized the main components of the Plan which included Mission, Vision, and Values, Core Imperatives, and Areas of Strategic Focus. The Areas of Strategic Focus include the following eight subject areas which align with the current version of the Effective Utility Management document: 1) Product Quality and Operational Optimization, 2) Customer Satisfaction and Stakeholder Support, 3) Employee and Leadership Development, 4) Financial Viability, 5) Infrastructure Strategy and Performance, 6) Enterprise Resiliency, 7) Water Resource Sustainability, and 8) Community Sustainability. He said the next steps include future adoption of detailed action plans, key performance indicators, key results, and a Board report card.

Mr. Reed Gibby said the approach to the Plan is fantastic and commended staff for the efforts that have gone into the update. He also suggested that more time could be spent on reviewing media coverage to better

understand customer satisfaction and on describing how the use of bonds will support the Plan.

Mr. Ruston thanked the Strategic Planning Committee and all those involved for their hard work updating the Plan. He said the aspirational aspects of the objectives are in place, but that it may be a challenge to capture pertinent key performance indicators and reports for the Board. He said key indicators will be important to map out for them to be sustainable and relevant for use by future Board members.

Ms. Dawn Ramsey also thanked everyone involved with the Plan update. She agreed with Mr. Rushton that the right key performance indicators will be needed. She noted that potential partnerships with Member Agencies and other stakeholders on initiatives is a great idea to help realize the Strategic Plan.

Ms. Sherrie Ohrn complimented staff on key points outlined in the Next Steps of the Strategic Plan. She stressed the importance of having detailed action plans to implement the Plan.

Mr. Rushton suggested changing the title of the Plan to be more indicative of its purpose to be used over time.

Mr. Zach Jacob suggested having a process for the document to change over time, such as Plan review and methods of making amendments being built into the Plan.

Ms. Barbara Townsend commented that the Next Steps could use more detail and information.

**Adjourn**

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Mr. Rushton called for a motion to adjourn. Ms. Barbara Townsend moved to adjourn. Following a second by Ms. Sherrie Ohrn, the meeting adjourned at 4:08 p.m.

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Corey L. Rushton, Chair of the Board of Trustees

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Alan E. Packard, District Clerk