

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

(Approved February 14, 2024)

January 10, 2024

A regular Board meeting of the Board of Trustees of the Jordan Valley Water Conservancy District was held both in person and electronically on Wednesday, January 10, 2024, at 3:00 p.m. at JVVCD's administration building 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  
Karen D. Lang (electronic)  
Sherrie L. Ohrn  
Dawn R. Ramsey  
Mick M. Sudbury (electronic)  
John H. Taylor  
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 and Chief Engineer  
Gordon Batt, Operations Department Manager  
Mark Stratford, General Counsel  
David Martin, Chief Financial Officer/Treasurer  
Brian McCleary, Controller  
Kurt Ashworth, Human Resources Manager  
Beverly Parry, Executive Assistant  
Mindy Keeling, Administrative Assistant  
Martin Feil, Database Administrator (electronic)  
Kyle Alcott, Marketing Specialist (electronic)  
Kelly Good, Communications Division Manager  
Jeanette Perry, Customer Service Supervisor (electronic)  
Kevin Rubow, Senior Engineer – Water Rights  
Matthew Volmar, Asset Management Data Analyst  
Becca White, Administrative Assistant I/Receptionist

Also Present:

Austin Ballard, CFO/Controller, Granger-Hunter Improvement District (electronic)  
Mark Chalk, General Manager, Taylorsville-Bennion Improvement District (electronic)  
Greg Christensen, Trustee, Kearns Improvement District  
Clint Dilley, General Manager, Magna Water District (electronic)  
Justun Edwards, Public Works Director, Herriman City (electronic)

Jason Helm, General Manager, Granger-Hunter Improvement District  
 Rob Moore, General Counsel, CUWCD (electronic)  
 Stacie Olsen, Water Manager, Riverton City (electronic)  
 Dennis Pay, City Engineer, City of South Salt Lake (electronic)  
 Ana Paz, Associate Engineer, South Jordan City (electronic)  
 David Robertson, Principal/Owner, LRB Public Finance Advisors  
 Shawn Robinson, Director of Operations and Maintenance, Taylorsville-Bennion Improvement District (electronic)  
 Dan Tracer, Assistant City Engineer, Bluffdale City (electronic)  
 Ryan Willeitner, Engineer, Jacobs Engineering  
 Wayne Winsor, Assistant General Manager, Metropolitan Water District of Salt Lake & Sandy Misty Woods (electronic)

**Call to order and introduction of visitors**

Mr. Corey Rushton, Chair, convened the Board meeting of the Jordan Valley Water Conservancy District Board of Trustees at 3:00 p.m. on Wednesday, January 10, 2024. Mr. Rushton introduced the members of the Board and the public who joined the meeting both in person and electronically.

**Approval of common consent items**

Mr. Rushton presented the minutes of the Executive Committee meeting held November 6, 2023, and the regular Board meeting held November 8, 2023. He also presented the November and December 2023 Trustees' Expenses Reports. Mr. Rushton called for a motion. Ms. Sherrie Ohrn moved to approve the minutes of the November 6th and November 8th meetings and the Trustees' Expenses Reports for November and December 2023. Following a second by Ms. Barbara Townsend, the motion was unanimously approved by those present as follows:

Mr. Gibby – aye	Mr. Jacob – aye
Ms. Lang – aye	Ms. Ohrn – aye
Ms. Ramsey – aye	Mr. Rushton – aye
Mr. Sudbury – aye	Mr. Taylor – Not present
Ms. Townsend – aye	

**Public comments**

There were no public comments.

Mr. Alan Packard announced that Mr. Matt Olsen, Assistant General Manager, will be leaving JVVCD on January 31 after twenty years of service. He expressed appreciation for Mr. Olsen's contributions and wished him luck in his future endeavors. He reported that Mr. Jacob Young, Deputy General Manager, will now be responsible for Communications, Conservation, and Information Systems departments. Mr. Shane Swensen, Engineering Department Manager & Chief Engineer, will now report directly to the General Manager and be responsible for many special assignments previously assigned to Mr. Young.

Mr. John Taylor arrived at 3:04 p.m.

**Core Mission Reports  
 Water supply update**

Mr. Alan Packard, General Manager, reviewed the Municipal and Industrial (M&I) Water Deliveries report through December 2023, the Wholesale Contract Progress report for each Member Agency, the Wholesale and

Retail Actual and Projected Deliveries report, and the Provo River Reservoirs Update. He also presented snow water equivalent data from the various watershed basins in Utah as well as Trial Lake and Beaver Divide.

### **Water quality update**

Mr. Gordon Batt, Operations Department Manager, reviewed the Lead and Copper Rule Revisions (LCRR). He gave background information on the Lead and Copper Rule (LCR). He explained that the federal government reviewed the LCRR and concluded that there were significant opportunities to improve the LCRR. This resulted in the 2023 Proposed Lead and Copper Rule Improvements (LCRI) which included five key provisions:

1. Achieving 100% lead pipe replacement within 10 years
2. Locating legacy lead pipes
3. Improving tap sampling
4. Lowering the lead action level
5. Strengthening protections to reduce exposure

Mr. Batt provided information on how JWWCD plans to meet the provisions included in the LCRI. He said these provisions will strengthen transparency and trust between water systems and consumers by:

- requiring water systems to communicate more frequently and proactively about lead service lines and the system's plans for replacing these lines;
- by revising the Consumer Confidence Report language to increase clarity about health effects of lead, the water system's efforts to sample for lead in schools and childcare facilities, and how consumers can access the water system's lead service line replacement plan; and
- requiring systems to notify the public within 24 hours if systemwide lead levels exceed the proposed lower action level.

### **Standing Committee Reports**

#### **Report on bond rating presentations and subsequent bond ratings by S&P Global Ratings and Fitch Ratings**

Mr. David Martin, Chief Financial Officer, said JWWCD has used bond issuance to finance capital infrastructure since it was formed in the 1950's. He reviewed the bond rating process and said prospective buyers determine whether they are interested in purchasing JWWCD bonds based on JWWCD's bond ratings. Some JWWCD strengths listed in the bond rating letters include: a broad service area, an adequate water supply and treatment capacity, good long-term planning, take-or-pay contractual agreements with wholesale customers, diverse revenue source (water rates and property taxes), and steady financial performance. Some pressures on JWWCD listed in the letters include: the need to develop additional water supplies, a large capital plan, and the long-term financial plan's reliance on both water rate and property tax rate increases. JWWCD received a AA+ bond rating.

Mr. David Robertson, LRB Public Finance Advisors, reported on the recent bond rating meetings that took place in relation to JWWCD's issuance of the \$90,865,000 Series 2024A water revenue bonds. He expressed appreciation for the finance team members who assisted with the bond

issuance. Mr. Robertson provided information on the bond pricing and structuring process and said that a negotiated sale method was used which saved the District hundreds of thousands of dollars in interest.

**Finance update**

There were no questions on the October and November Finance Reports.

**Conservation update**

Mr. Matt Olsen, Assistant General Manager, provided an update on the adoption of Water Efficiency Standards by municipalities within JWVCD's service area. He mentioned that the state conducted audits across Utah to assess compliance with the prerequisites for receiving turf replacement funding. Some cities within the JWVCD's jurisdiction required modifications to their landscape ordinances to align with these standards. Mr. Olsen noted that most of these cities have already implemented the necessary changes. Midvale and Draper are the remaining cities that are yet to update their ordinances, with plans to do so in 2024. He commended the cities for their proactive response to the state's audit and their efforts to amend their ordinances accordingly.

**Consider adoption of Resolution No. 24-01, "Adopting the JWVCD Strategic Plan"**

Mr. Packard expressed appreciation to staff and Board members for the input received while putting together the updated Strategic Plan. He said staff suggests making a small change to the Plan from the version reviewed by the Board previously. Under the Water Resource and Sustainability section, under What It Looks Like In Action: Individual, the statement read "Follow the State's watering guide recommendations at your own home." It is suggested that this be changed to "Learn about water conservation practices and become an ambassador of responsible water use within your community." Mr. Packard recommended adoption of Resolution No. 24-01, "Adopting the Jordan Valley Water Conservancy District Strategic Plan" with the suggested change as well as authorize the staff to make any clerical or format changes needed.

Ms. Sherrie Ohrn stressed the importance of the Transparency Value as well as the Unity Value in the Strategic Plan. She said the Strategic Plan is applicable to the times we are living in, and a Strategic Plan is only as good as its implementation.

Mr. Rushton called for a motion on the recommendation. Ms. Dawn Ramsey moved to adopt Resolution No. 24-01, "Adopting the Jordan Valley Water Conservancy District Strategic Plan" with staff's suggested change and authorize the General Manager and staff to make non-substantial clerical and format changes. Following a second by Ms. Barbara Townsend, the motion was unanimously approved as follows:

- |                    |                   |
|--------------------|-------------------|
| Mr. Gibby – aye    | Mr. Jacob – aye   |
| Ms. Lang – aye     | Ms. Ohrn – aye    |
| Ms. Ramsey – aye   | Mr. Rushton – aye |
| Mr. Sudbury – aye  | Mr. Taylor – aye  |
| Ms. Townsend - aye |                   |

**Financial Matters**

**Establishing a level of service for preparation of fiscal year 2024/2025 budget**

Mr. Packard said that each year it has been staff's practice to begin the budget process by establishing the level of service which retail customers and Member Agencies expect from JVVCD. This level of service document is the basis for creating the fiscal year 2024/2025 budget. Mr. Packard said there are four influential factors to consider as the budget is prepared. First is water supply conditions and achievement level of durable conservation. Based on the current water supply conditions and the assumption of the public's level of achievement of durable conservation, the budget proposal will be based on delivery of 104,000 AF during FY 2024/2025. The second factor is economic conditions, with lower inflation but a continued tight labor market. Third, significant capital projects during the next several years will make it important to keep track of rate increases and consideration of property tax increases to prudently manage our finances. Fourth, implementation of the new Strategic Plan which has fifteen objectives to be achieved by the end of the FY 2024/2025. The budget will include three additional maintenance staff positions.

Mr. Rushton called for a motion to approve use of the level of service standards for preparation of FY 2024/2025 budget. Ms. Sherrie Ohrn moved to approve establishing a level of service for preparation of FY 2024/2025 budget. Following a second by Barbara Townsend, the motion was unanimously approved as follows:

- |                    |                   |
|--------------------|-------------------|
| Mr. Gibby – aye    | Mr. Jacob – aye   |
| Ms. Lang – aye     | Ms. Ohrn – aye    |
| Ms. Ramsey – aye   | Mr. Rushton – aye |
| Mr. Sudbury – aye  | Mr. Taylor – aye  |
| Ms. Townsend - aye |                   |

**Preliminary budget preparation calendar**

Mr. Martin summarized the preliminary budget preparation calendar and noted that a property tax increase is not being proposed at this time, and the certified tax rate will not be known until June.

**Preliminary budget parameters plan**

Mr. Martin explained that the budget parameters plan is a preliminary plan that gives an overview of the parameters staff will be using for the fiscal year 2024/2025 budget preparation. He reviewed items in the preliminary budget parameters plan including projected water deliveries of 104,000 AF, a possible water rate adjustment of 4.5-6.0%, use of the Short-term Operating Reserve and Revenue Stabilization Funds, property tax revenues without a proposed tax rate increase, maintenance of reserve fund balances, Operations and Maintenance expenses which include a personnel compensation adjustment and three new full-time positions, capital project expenditures, and PayGo capital to be generated from operations.

Ms. Ramsey expressed concern with the decreasing balance in the Revenue Stabilization Fund. Mr. Martin said this will be discussed in the upcoming Finance Committee meetings.

**Conservation, communications, and Information Systems activities**

**Consider approval of Member Agency Water Efficiency Standards Funding Agreement with the City of South Salt Lake**

Mr. Olsen said this request for funding from the City of South Salt Lake is to support staff dedicated to the implementation and enforcement of the Water Efficiency Standards. This includes additional training and a subsequent salary increase for a certified Water Conservationist Specialist. They will also have a team of nine employees that will assist with creating a landscape plan template, reviewing landscape plans, reviewing the city landscape ordinance, and coordinating with the parks department to conduct landscape inspections. Mr. Olsen recommended approval of a Member Agency Water Efficiency Standards Funding Agreement with the City of South Salt Lake in the amount of \$22,500.

Mr. Rushton called for a motion on the recommendation. Ms. Sherrie Ohrn moved to approve a Member Agency Water Efficiency Standards Funding Agreement with the City of South Salt Lake in the amount of \$22,500. Following a second by Mr. Reed Gibby, the motion was unanimously approved as follows:

- |                    |                   |
|--------------------|-------------------|
| Mr. Gibby – aye    | Mr. Jacob – aye   |
| Ms. Lang – aye     | Ms. Ohrn – aye    |
| Ms. Ramsey – aye   | Mr. Rushton – aye |
| Mr. Sudbury – aye  | Mr. Taylor – aye  |
| Ms. Townsend - aye |                   |

**Consider approval of a Water Conservation Funding Agreement with the City of South Salt Lake**

Mr. Olsen said the City of South Salt Lake is seeking grant funding assistance for two projects including a comprehensive water rate study and the purchase of leak detection equipment to identify water leaks in its water distribution system. The City wants to use the equipment as part of a Leak Detection Plan. Mr. Olsen suggested that the City of South Salt Lake coordinate with Granger-Hunter Improvement District as they have gone through extensive effort to improve leak detection and repair over the last few years. Mr. Olsen recommended approval of a Water Conservation Funding Agreement with the City of South Salt Lake in the amount of \$32,847.

Mr. Rushton called for a motion on the recommendation. Ms. Dawn Ramsey moved to approve a Water Conservation Funding Agreement with the City of South Salt Lake in the amount of \$32,847. Following a second by Ms. Barbara Townsend, the motion was unanimously approved as follows:

- |                    |                   |
|--------------------|-------------------|
| Mr. Gibby – aye    | Mr. Jacob – aye   |
| Ms. Lang – aye     | Ms. Ohrn – aye    |
| Ms. Ramsey – aye   | Mr. Rushton – aye |
| Mr. Sudbury – aye  | Mr. Taylor – aye  |
| Ms. Townsend - aye |                   |

**Engineering activities**

**Consider authorization to award a construction contract for 6180 South 3200 West Suction Vault Upgrades**

Mr. Jacob Young, Deputy General Manager, said this project is part of JVVCD’s ongoing vault renewal and replacement program. This vault has been identified as needing replacement due to age related advanced corrosion in the piping and one valve is not operational. This project will include replacement of 30-inch piping and valves, removal and replacement of the concrete vault lid, surface restoration, and application of paint



coatings. Mr. Young recommended authorization to award a construction contract for 6180 South 3200 West Suction Vault Upgrades to Beck Construction in the amount of \$270,350.

Mr. Rushton called for a motion on the recommendation. Ms. Dawn Ramsey moved to authorize award of a construction contract for 6180 South 3200 West Suction Vault Upgrades in the amount of \$270,350 to Beck Construction. Following a second by Mr. Reed Gibby, the motion was unanimously approved as follows:

- |                    |                   |
|--------------------|-------------------|
| Mr. Gibby – aye    | Mr. Jacob – aye   |
| Ms. Lang – aye     | Ms. Ohrn – aye    |
| Ms. Ramsey – aye   | Mr. Rushton – aye |
| Mr. Sudbury – aye  | Mr. Taylor – aye  |
| Ms. Townsend - aye |                   |

**Consider authorization to award a construction contract for Southwest Groundwater Treatment Plant and Education Center HVAC Improvements**

Mr. Young said the HVAC systems at the Education Center and the Southwest Groundwater Treatment Plant (SWGWTWP) are having performance issues that make it difficult to provide a comfortable work environment for staff and protect critical IT infrastructure. He explained the inefficiencies associated with the current HVAC systems. This project's scope includes the replacement of the existing inefficient water-cooled systems with high efficiency air-cooled systems. Mr. Young recommended authorization to award a construction contract for Southwest Groundwater Treatment Plant and Education Center HVAC Improvements to All State Mechanical in the amount of \$1,055,769.

Mr. Rushton called for a motion on the recommendation. Ms. Sherrie Ohrn moved to authorize award of a construction contract for Southwest Groundwater Treatment Plant and Education Center HVAC Improvements in the amount of \$1,055,769 to All State Mechanical. Following a second by Mr. Reed Gibby, the motion was unanimously approved as follows:

- |                    |                   |
|--------------------|-------------------|
| Mr. Gibby – aye    | Mr. Jacob – aye   |
| Ms. Lang – aye     | Ms. Ohrn – aye    |
| Ms. Ramsey – aye   | Mr. Rushton – aye |
| Mr. Sudbury – aye  | Mr. Taylor – aye  |
| Ms. Townsend - aye |                   |

**Operations and Maintenance Activities**

**Consider approval of expenditure to purchase vehicles**

Mr. Brian Callister, Maintenance Department Manager, said in order to ensure JVVCD retains a reliable and well-functioning fleet of vehicles in the most cost effective manner, JVVCD staff regularly evaluates its fleet to identify what vehicles need to be replaced and what additional vehicles may be needed. Staff have identified three vehicles that need to be replaced and one additional vehicle that needs to be added to the fleet. The new vehicle is for the new Inspector/Locator I position that was recently added. He said JVVCD utilizes the State Contract for vehicle purchases and that \$11,280 will be reimbursed by MWDSL. Mr. Callister recommended approval of the expenditure to purchase four 2024 Ford F-150 XL 4WD Super Crew pickups from Ken Garff W.V. Ford in the total amount of \$180,480.

Mr. Rushton called for a motion on the recommendation. Mr. Reed Gibby moved to approve of the expenditure to purchase four 2024 Ford F-150 XL 4WD Super Crew pickups from Ken Garff W.V. Ford in the total amount of \$180,480. Following a second by Ms. Barbara Townsend, the motion was unanimously approved as follows:

Mr. Gibby – aye	Mr. Jacob – aye
Ms. Lang – aye	Ms. Ohrn – aye
Ms. Ramsey – aye	Mr. Rushton – aye
Mr. Sudbury – aye	Mr. Taylor – aye
Ms. Townsend - aye	

Agenda Item No. 11 was not used.

**Reporting Items**

Mr. Stratford verified that JVVCD is in compliance with all selected legal requirements and internal District practices. Mr. Packard reviewed the routine reporting items which included: Central Utah Project/CUWCD activities report, easement encroachment agreements signed by the General Manager, performance indicators for November 2023, and media coverage. Mr. Shane Swensen, Engineering Department Manager and Chief Engineer, reported on three final project completion reports including 2022 Distribution Pipeline Replacements – Redmaple Area, Install Pump #1 at Old Bingham Pump Station, and JVVTP Sedimentation Basins 3-6 Equipment Replacement.

**Upcoming meetings**

Mr. Rushton reviewed the upcoming meetings including the Conservation Committee meeting, Monday, February 12 at 3:00 p.m.; Executive Committee meeting, Monday, February 12 at 3:30 p.m.; and regular Board meeting, Wednesday, February 14 at 3:00 p.m.

**Closed meeting**

Mr. Rushton proposed to convene a closed meeting at 5:05 p.m. to discuss sale or purchase of real property and/or water rights or water shares. Ms. Barbara Townsend moved to go into closed session for the discussion. Following a second by Ms. Sherrie Ohrn, the motion was unanimously approved as follows:

Mr. Gibby – aye	Mr. Jacob – aye
Ms. Lang – aye	Ms. Ohrn – aye
Ms. Ramsey – not present	Mr. Rushton – aye
Mr. Sudbury – not present	Mr. Taylor – aye
Ms. Townsend - aye	

The closed meeting convened at 5:12 p.m. with the following Trustees present: Mr. Reed Gibby, Mr. Zach Jacob, Ms. Karen Lang, Ms. Sherrie Ohrn, Ms. Dawn Ramsey, Mr. Corey Rushton, Mr. Mick Sudbury, Mr. John Taylor, and Ms. Barbara Townsend. Also present were: Alan Packard, General Manager; Jacob Young, Deputy General Manager; Matt Olsen, Assistant General Manager; Shazelle Terry, Assistant General Manager; Dave Martin, Chief Financial Officer; Mark Stratford, General Counsel; Beverly Parry, Executive Assistant; Mindy Keeling, Administrative Assistant



III; Ben Perdue, Right-of-Way & Property Manager; and Shane Swensen, Chief Engineer.

No votes or actions were taken during the closed meeting.

**Open meeting**

The open meeting reconvened at 5:35 p.m.

**Adjourn**

Mr. Rushton called for a motion to adjourn. Mr. John Taylor moved to adjourn. Following a second by Ms. Barbara Townsend, the meeting adjourned at 5:36 p.m.



Corey L. Rushton, Chair of the Board of Trustees



Alan E. Packard, District Clerk