

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

(Unapproved and Subject to Change)

Held June 3, 2019

The Executive Committee meeting of the Board of Trustees of the Jordan Valley Water Conservancy District was held Monday, June 3, 2019, at 5:01 p.m. at the District Administration Office at 8215 South 1300 West, West Jordan, Utah.

Trustees Present:

Corey L. Rushton, Chair  
Wm. Brent Johnson  
Karen D. Lang  
Scott L. Osborne  
Stephen W. Owens  
Ronald E. Sperry  
Lyle C. Summers  
John H. Taylor

Trustees Absent:

Gregory R. Christensen

Staff Present:

Richard Bay, General Manager/CEO  
Bart Forsyth, Assistant General Manager  
Alan Packard, Assistant General Manager  
Jason Brown, Information Systems Manager  
Brian Callister, Maintenance Department Manager  
Matt Olsen, Communications Department Manager  
Shane Swensen, Engineering Department Manager  
Shazelle Terry, Operations Department Manager  
David Martin, CFO/Treasurer  
Reid Lewis, General Counsel  
Linda Townes, Public Information Manager  
Kurt Ashworth, Human Resources Manager  
Beverly Parry, Executive Assistant  
Jessica Morgan, Administrative Assistant

**Welcome**

Mr. Corey L. Rushton, Chair, called the meeting to order at 5:01 p.m. Mr. Rushton asked Mr. Richard Bay, General Manager, to proceed with the review of the proposed Board meeting agenda.

**Review agenda  
for June 5,  
2019, Board  
meeting**

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Mr. Bay reviewed the proposed agenda for the June 5, 2019, Board of Trustees meeting. Some of the topics for discussion and consideration included: approval of common consent items; adoption of Resolution No. 19-10, "Approving Annexation of Lands into the Jordan Valley Water Conservancy District;" adoption of Resolution No. 19-11, "Adopting JVVCD's Retail Water Rates and Wholesale Water Rates for Fiscal Year

2019-2020;" adoption of Resolution No. 19-12, "Adopting JWCD's Budget and Financial Plan for Fiscal Year 2019-2020;" adoption of Resolution No. 19-13, "Determining and Fixing JWCD's Tax Rate for Fiscal Year 2019-2020;" award of construction contract and approval of an engineering contract amendment for JWTP air scour piping replacement; award of construction contract for equipment storage building at the Terminal Reservoir; approval to renew janitorial services contract; approval of Water Conservation Funding Agreements with Riverton City, Herriman City, Taylorsville-Bennion Improvement District, and Granger-Hunter Improvement District; approval of response letter concerning Southwest Visioning Project; report on water reuse plant tour; report on facilities tours; report on Envision Utah award; and various routine reporting items.

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**Report on  
Employers  
Council Study**

Mr. Bay said that each Trustee has been provided with a summary of the Employers Council Study, which includes an audit, survey, and study done of the District's compensation program. This study was initiated several months ago by the District's legal counsel, and as a result, it is privileged and confidential and cannot be discussed in an open meeting. He said that the Open Meetings Act also does not allow it to be discussed in a closed meeting.

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**Discuss District  
acceptance of  
credit cards as  
a method of  
payment**

Mr. Dave Martin, Chief Financial Officer/Treasurer, said that in March the Board discussed the District's policy of accepting credit cards for payment of impact or connection fees. He said that the District currently accepts credit cards through Express Bill Pay as a method of payment from retail customers. Mr. Martin said that for the last few years the District has accepted credit cards for payments of water connection fees, but the question was brought up by the Board about whether credit cards should continue to be accepted for connection fees. He said that the District pays 2-3% fees on each credit card transaction. The Board had previously discussed whether a convenience fee could be charged to offset the cost of credit card fees. Mr. Martin said that, after doing some research, he found that the District can charge a convenience fee, and he reviewed the rules that would apply to charging such a fee. Mr. Martin recommended the District continue accepting credit cards from retail customers and for retail connection fees. He recommended not accepting credit cards for payment of wholesale bills. He also recommended not charging a convenience fee.

Mr. Scott Osborne recommended using true impact costs to determine impact fees.

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**Discuss  
starting budget  
process earlier**

Mr. Martin said that over the years District Member Agencies have requested that the District provide their water rate adjustments sooner to assist them in establishing their budgets. He provided an alternative budget process schedule that would allow the Member Agencies to receive their tentative water rates, although not yet tentatively approved, in March instead of April. After review and discussion of the proposed changes, the Board decided to leave the budget schedule as it is presently.

Mr. Osborne suggested providing peaking factors, with the average water rate adjustment, to the Member Agencies earlier in the budget process so that they can estimate their water rates.

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Mr. Brent Johnson commended staff on the Conservation Garden Park appearance and presentation.

Mr. Lyle Summers commended the Communications Department staff on the work done for the Conservation Committee meetings.

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**Adjourn**

Mr. Rushton adjourned the meeting at 5:38 p.m.

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Corey L. Rushton, Chair of the Board of Trustees

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Richard P. Bay, Clerk