

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

(Approved May 8, 2024)

Held April 8, 2024

The Executive Committee meeting of the Board of Trustees of the Jordan Valley Water Conservancy District was held in person and electronically on Monday, April 8, 2024, at 4:14 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
Karen D. Lang
Andy Pierucci
Mick M. Sudbury
John B. Richardson
Zach Jacobs
Dawn Ramsey

Trustees Not Present:

Barbara L. Townsend (excused)
John H. Taylor (excused)

Staff Present:

Alan Packard, General Manager
Jacob Young, Deputy General Manager
Dave Martin, CFO/Treasurer
Shazelle Terry, Assistant General Manager
Gordon Batt, Operations Department Manager
Brian Callister, Maintenance Department Manager
Martin Feil, Database Administrator (electronic)
Mark Stratford, General Counsel
Kurt Ashworth, Human Resources Manager
Brian McCleary, Controller
Mindy Keeling, Executive Assistant
Lisa Wright, Administrative Assistant
Courtney Brown, Conservation Division Manager
Kelly Good, Communications Division Manager
Clifton Smith, Senior Business Data Analyst
Travis Christiansen, Engineering Group Leader
Jason Brown, Information Systems Department Manager
Shaun Moser, Conservation Garden Park Manager
Rebecca Bateman, Administrative Assistant/ Receptionist

Welcome Mr. Corey Rushton, Chair, called the meeting to order at 4:14 p.m. Ms. Barbara L. Townsend and Mr. John H. Taylor were excused.

Review agenda for March 13, 2024, Board meeting

Mr. Rushton asked Mr. Alan Packard, General Manager, to review the proposed agenda. For the March 13, 2024, regular Board of Trustees meeting, Mr. Packard reviewed the proposed agenda. Some of the topics for discussion and consideration include Core Mission Reports; Consider establishing a water supply availability level; Finance update; Conservation update; Financial Matters and tentative Adoption of Resolution No. 24-05 of common consent items. Regarding the budget, Mr. Packard addressed a previous question regarding potential paid Parental Leave Benefit. The proposed benefit would provide of two weeks paid parental leave for both biological and adoptive parents, with an additional six weeks paid leave for the biological mother. Ms. Lang suggested that the six-week leave be allowed for adoptive parents as well. Mr. Pierucci suggested that the leave be made flexible versus consecutive leave, as it fosters loyalty. Mr. Packard indicated that the details are still being developed for the policy. Consider setting public hearing date of May 8, 2024, at 6:00 p.m. where 2024-2025 budget, water rates and fees will be discussed; Consider approval of Member Agency Water Efficiency Standards with the City of South Salt Lake; several engineering items include consulting services for Office and Critical Parts Space Expansion Study, consider contract for Jordan Aqueduct Seismic Resiliency Study, Consider Aqueduct Resilience Grant Agreement with the State of Utah, Consider contract amendment for Jordan Valley Water Treatment Plant Sedimentation Basins one and two for Seismic and Capacity Upgrades, Consider approval of engineering services for Treatment Plant Filter and Chemical Feed Upgrades, Consider grant of easement to PacifiCorp at 1516 West 14600 South, Consider betterment agreement approval with Utah Department of Transportation for vault abandonment on 13400 South Pipeline. Consider adoption of Resolution No. 24-06 to insert a new vehicle policy, into the Personnel Rules and Regulation Manual; consider Adoption of Resolution No. 24-07 to remove the Districts vehicle policy from the Administration Policy and Procedure Manual; and Reporting items. Due to the number of items needing to be discussed, it's proposed that the trustee tour be postponed and consider having a Conservation Committee Meeting, followed by the Conservation Garden Foundation Annual Meeting, with an Executive Meeting to follow on May 6th and a Regular Board Meeting be held at 3:00 p.m. prior to the Public Hearing on May 8th. If needed, there will be a closed meeting held to discuss information provided during procurement process Utah Code 52-4-2026(6)(a).

Review tentative water rates

Mr. David Martin, Chief Financial Officer, said Mr. Shawn Koorn, HDR Engineering, presented the proposed fiscal year 2024-2025 water rate update, revenue requirement, and cost of service analysis at the March 25, 2024, Finance Committee meeting. Mr. Martin said that the proposed tentative 2024-2025 Budget has two alternatives for a water rate adjustment, for the Board to consider. One is a 5.2% water rate increase, the other is a 6.0% increase, which would leave 50% of the Revenue Stabilization Fund reserved for a future year. The impact on the budget was discussed for both water rate adjustment alternatives. Mr. Martin reported that the proposed water rates for each Member Agency and the retail system have been calculated and tentative adoption of budget and water rates for fiscal year 2024-2024, there were not any unusual impacts caused by the changing peaking factors. No changes are proposed to the meter base charges. The Ten-year Financial Plan was discussed, and Mr. Martin indicated that it initially included a 5.2% water rate adjustment for fiscal year 2024-2025, followed by a 5.8% rate adjustment for 2025-2026 and a similar rate adjustment for the following year. He indicated that the Ten-year Financial Plan projects what revenues might be needed to fund operations, repayment of debt, funding of reserves of capital replacement projects and noted that each year the plan is updated and changes.

Mr. Rushton mentioned that the board is choosing between a 6% water rate increase this year, or next year and indicated that using more than 50% of the Revenue Stabilization Fund to adjust water rates seems out of step with how the fund should be used; he supports a 6% increase this year.

Mr. Pierucci indicated that he would like to see a path towards reducing the reliance on property tax to stabilize water rate increases and sees that the 6% rate increase leaves options open for not having a property tax increase next year.

Discuss Block 2 Water Purchase Agreements

Mr. Packard discussed how Jordan Valley Water Conservancy District developed with the Block 2 Water Agreement concept a number of years ago to bring lands outside of its service areas on an equitable basis. Mr. Rushton mentioned that Block 2 is something the Board had discussed for decades, and that it made tough decisions and compromises to create a cohesive policy. Mr. Packard noted that Block 2 will be water delivered using the same meters stations as Block 1; as water is taken throughout the year, agencies will be billed at the Block 1 rate, then when the year is finished, Member Agencies will produce retail billing information from the Block 2 areas, then based on acre feet used in the Block 2 areas, a reconciliation invoice will be produced for the difference between Block 2 and Block 1 rates. Mr. Stratford mentioned this

contract encourages conservation, with a maximum water allotment which is different than when Block 1 was put into place with minimum take or pay requirements. Staff and the Board discussed various details of the administration of Block 2 water purchase agreement.

**Review
proposed
amendment to
Personnel Rules
and Regulations
Policy**

Mr. Stratford reviewed the proposed amendments to the Personnel Rules and Regulations Policy. The wording regarding vehicle policy, which is being moved to the personnel policy from the administrative rules, has been updated for clarification. In addition to moving the vehicle policy, the administrative rules will have an updated vision and mission statement; Board meeting per diem will be changed to state rate; General Manager authority – annexation agreement: once it comes to the Board and is approved the General Manager would execute the agreement; Trustee Conferences would like to add Water Smart Innovation.

Adjourn

Mr. Rushton called for a motion to adjourn. Ms. Lang moved to adjourn. Following a second by Mr. Andy Pierucci, the meeting adjourned 5:27 p.m.



Corey L. Rushton, Chair of the Board of Trustees



Alan E. Packard, District Clerk