

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

(Approved March 9, 2022)

Held February 7, 2022

The Executive Committee meeting of the Board of Trustees of the Jordan Valley Water Conservancy District was held in person and electronically on Monday, February 7, 2022, at 4:08 p.m. at JWVCD'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 (electronic)
Gregory R. Christensen
A. Reed Gibby
Karen D. Lang
Sherrie L. Ohrn
Lyle C. Summers
Barbara L. Townsend (electronic)
John H. Taylor (electronic)

Trustees Not Present:

Dawn R. Ramsey

Staff Present:

Bart Forsyth, General Manager
Matt Olsen, Assistant General Manager
Alan Packard, Assistant General Manager
Shazelle Terry, Assistant General Manager
Jason Brown, Information Systems Department Manager (electronic)
Brian Callister, Maintenance Department Manager (electronic)
Shane Swensen, Engineering Department Manager (electronic)
David Martin, CFO/Treasurer
Reid Lewis, General Counsel
Brian McCleary, Controller
Kurt Ashworth, Human Resources Manager (electronic)
Linda Townes Cook, Public Information Manager
Beverly Parry, Executive Assistant
Mindy Keeling, Administrative Assistant (electronic)
Martin Feil, Database Administrator (electronic)
Margaret Dea (electronic)

Also Present:

Mick Sudbury, Magna Water District
Darrell Child, Olympus Insurance
Brian Child, Olympus Insurance

Welcome

Ms. Karen Lang, Vice-Chair, called the meeting to order at 4:08 p.m. Ms. Dawn Ramsey was excused from the meeting. All other trustees were present either in person or electronically.

**Review agenda
for February 9,
2022, Board
meeting**

Ms. Lang asked Mr. Bart Forsyth, General Manager, to proceed with the review of the proposed agenda. Mr. Forsyth reviewed the proposed agenda for the February 9, 2022, regular Board of Trustees meeting. Some of the topics for discussion and consideration included: consider approval of minutes of the Executive Committee meeting held January 10, 2022, minutes of the regular Board meeting held January 12, 2022, and the Trustees expenses report for January 2022; consider adoption of Resolution No. 22-02, "Approving Annexation of Lands into the Jordan Valley Water Conservancy District" (Rowley Drive); consider award of construction contract for Distribution Pipeline Replacements in Redmaple Road Area; consider engineering contract amendment for Jordan Valley Water Treatment Plant Sedimentation Basins Equipment; consider approval of a professional consulting services contract for the design of Conservation Garden Park master plan and headquarters campus footage; consider approval to list for sale surplus property located at 10700 North Alpine Highway, Highland; consider approval of easement to Rocky Mountain Power at the Terminal Reservoir; consider approval of quit claim deed and grant of temporary construction easement at 4700 South 4800 West, West Valley City; consider approval of quit claim deed and grant of easement to Layton City on the Wasatch Front Regional Pipeline Right-of-Way; legislative update report; core mission reports; standing committee reports; and various routine reporting items. A closed session was proposed to discuss information provided during procurement process and to discuss sale or purchase of real property and/or water rights or water shares.

**Review the
current
coverage of the
property and
liability
insurance
program**

Mr. Bart Forsyth introduced Darrell Child and Brian Child with Olympus Insurance to present an overview of JVVCD's property and liability insurance. Mr. Darrell Child said Olympus Insurance provides risk advisory and insurance brokerage services to JVVCD. He said JVVCD has a well thought out and well-maintained insurance program. He explained the insurance program structure which includes coverages for various liabilities and major incidents that could happen. Mr. Child discussed property insurance premiums and rates, and the factors that affect rates such as loss prevention and safety. He provided information on historic premium distribution and said that property insurance premiums continue to be the leading area of cost through the years. He discussed the total cost of risk benchmarks for JVVCD in comparison to national averages, and that the average cost for similar sized organizations is approximately two and half times what it is for JVVCD. He said this is a good benchmark and that JVVCD is outperforming a composite of its peers and what it costs to treat risks within the organization. This is primarily due to the commitments in safety and loss prevention that JVVCD has in place.

Mr. Corey Rushton asked if there was an analysis of JVVCD's self-insurance fund, and whether it had gone up or down. Mr. Bart Forsyth said an internal review and evaluation is taking place and staff will produce a recommendation to present to the Board.

**Discuss draft
policy language
concerning
deferred
delivery of
purchased
water and rate
surcharge
during drought**

Mr. Alan Packard, Assistant General Manager, said as a follow up to the January Executive Committee Meeting discussion, during times of drought or a formal declaration of a certain level of drought, Member Agencies may purchase less than their minimum purchase amount. He said that current policy states that when a Member Agency does not take delivery of all its minimum contract amount, the Member Agency may take deferred delivery of purchased water up to five percent of contract amount in the following calendar year, subject to availability and system capacity. Mr. Packard said the policy about deferred delivery of purchased water would be best discussed in coordination with potential policy revisions related to JVVCD's Drought Contingency Plan (DCP). The DCP establishes maximum consumption levels as a percentage of contract with a surcharge, to encourage compliance. He presented a draft table that defines Water Supply Restriction Levels, percent contract available for deferred delivery, and the number of subsequent years the deferred water will be available. Mr. Packard presented another draft policy revision that defines the rate surcharges applicable during an established water supply shortage, based on the Water Supply Restriction Level.

Mr. Corey Rushton asked how JVVCD would account for water carried over to the next year. Mr. Packard said that the current policy states that five percent deferred water is not accessible until the Member Agency satisfies their minimum contract amount for the year. He said it is staff recommendation that the same language is kept so that any deferred water is the last water available.

Adjourn

Ms. Lang called for a motion to adjourn. Mr. Greg Christensen moved to adjourn. Following a second by Mr. Reed Gibby, the meeting adjourned at 4:53 p.m.



Corey L. Rushton, Chair of the Board of Trustees



Barton A. Forsyth, District Clerk