

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

(Approved September 11, 2024)

August 14, 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, August 14, 2024, at 3:01 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
Zach Jacob
Andy Pierucci (electronic)
John H. Taylor
Barbara L. Townsend
John Richardson (electronic)
Dawn R. Ramsey

Trustees Not Present:

Karen D. Lang
Mick M. Sudbury

Staff Present:

Alan Packard, General Manager
Jacob Young, Deputy General Manager
Shazelle Terry, Assistant General Manager
David Martin, Chief Financial Officer
Jason Brown, Information Systems Department Manager (electronic)
Shane Swensen, Chief Engineer
Gordon Batt, Operations Department Manager
Mark Stratford, General Counsel
Brian McCleary, Controller
Kurt Ashworth, Human Resources Manager
Kelly Good, Community Engagement Department Manager
Mindy Keeling, Executive Assistant
Lisa Wright, Administrative Assistant III
Martin Feil, Database Administrator (electronic)
Travis Christensen, Engineering Group Leader
Marcelo Anglade, Senior Engineer - Drafting
Cheyenne Davis, Customer Services Representative
Conor Tyson, Registered Engineer
Brad Boren, Facilities & Project Management Division Manager
Ben Perdue, Right-of-Way & Property Manager

Also Present:

Greg Davenport, Utility Manager, City of West Jordan
Brandon Crookston, Water Manager, South Jordan City
Justun Edwards, Director of Public Works, Herriman City
Dustin Lewis, City Manager, City of South Jordan (electronic)

Greg Anderson, General Manager, Kearns Improvement District
 Jason Helm, General Manager, Granger-Hunter Improvement District (electronic)
 Austin Ballard, CFO/Controller, Granger-Hunter Improvement District (electronic)
 Mark Chalk, General Manager, Taylorsville-Bennion Improvement District (electronic)
 Robert Moore, General Counsel, Central Utah Water Conservancy District
 Greg Christensen, Trustee, Kearns Improvement District
 Trevor Andra, District Engineer, Magna Water District (electronic)
 Jason Luettinger, Principal, Bowen Collins & Associates
 Brien Maxfield, Senior Engineer, Draper City (electronic)
 Stacie Olson, Assistant Public Works Director, Riverton City (electronic)
 David Robertson, Principal/Owner, LRB Public Finance Advisors
 Wayne Winsor, Assistant General Manager/CAO, Metropolitan Water District of Salt Lake and Sandy
 Josh Curtis, Project Engineer, Bowen Collins & Associates

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 3:01 p.m. on Wednesday, August 14, 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 July 8, 2024, and the regular Board meeting held July 10, 2024. He also presented the July 2024 Trustees' Expenses Report. Mr. Rushton called for a motion. Ms. Barbara Townsend moved to approve the minutes of the July 8 and July 10 meetings, and the July 2024 Trustees' Expenses Report. Following a second by Mr. John Taylor, the motion was approved by those present as follows:

Mr. Richardson – not present	Mr. Jacob – aye
Ms. Lang – not present	Mr. Pierucci – not present
Ms. Ramsey – aye	Mr. Rushton – aye
Mr. Sudbury – not present	Mr. Taylor – aye
Ms. Townsend - aye	

Public comments

There were no public comments.

Core Mission Reports

Water supply update

Mr. Alan Packard, General Manager, reviewed the Municipal and Industrial (M&I) Water Deliveries report through July 2024, 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 commented that budgeted water deliveries anticipated for fiscal year ending June 2024, were 102,000 acre feet while actual deliveries totaled about 104,500 acre feet.

Mr. John Richardson joined electronically at 3:05 p.m.

Water quality update

Ms. Shazelle Terry, Assistant General Manager, shared information on the Provo River Watershed Council (PRWC) Strategic Plan (Plan). She said the Plan was recently finished and outlines the PRWC's priorities for the next five years. She explained the process for the Plan update which included identifying threats, defining the study area, performing a risk assessment, and prioritizing the threats and providing recommendations. Ms. Terry listed the threats and said that seven of the threats were prioritized as extreme. She then presented recommendations to help

mitigate threats to the watershed areas including funding for additional research on drought-driven water quality changes, review of the ongoing development review program, stormwater BMP failure investigation, and a wildfire charting exercise, among others.

Mr. Rushton asked what the next steps are for the PRWC. Ms. Terry said since the Plan is developed, PRWC will focus on developing partnerships and seeking out additional funding to move forward with the recommendations.

Standing Committee Reports

Finance update

Mr. Dave Martin, Chief Financial Officer, gave an update on the upcoming 2014A bond refunding. He explained the proposed timeline which includes adopting a parameters resolution in October, meeting with rating agencies in November, and pricing and closing on the bonds in December or January 2025. He said JVVCD issues bonds with the intent to refund at the 10-year call date, which for the 2014A bond, will be reached in October 2024. Mr. Martin said this refund totals approximately \$25 million, with an estimated net present value savings of \$2.7 million or 12.2%.

Mr. Brian McCleary, Controller, reviewed the Financial Report for June 2024 which shows that JVVCD ended the 2023/2024 fiscal year \$7.7 million over the budgeted Net Revenues after Debt Service. This is a result of expenditures such as treatment chemicals, utilities, and conservation programs being lower than budgeted for the fiscal year. Mr. McCleary also shared the balance of the Revenue Stabilization Fund as \$3.1 million and the Short-Term Operating Reserve Fund as \$3.4 million, closing out the fiscal year.

Mr. Andy Pierucci joined electronically at 3:19 p.m.

Conservation update

Mr. Jacob Young, Deputy General Manager, shared information on a Localscapes project completed by Ed and Lisa DeLora, from Salem, Utah. He said Mr. and Mrs. DeLora were inspired after a visit to the Conservation Garden Park to convert their residential landscape to water-wise landscaping. He said the DeLora's final project is saving approximately 30,000 gallons of water per month and included a 1,000 gallon rain barrel for additional conservation.

Conservation, Communications, and Information Systems activities

Consider approval of Member Agency Water Efficiency Standards Funding Agreement with Herriman City

Mr. Young said Herriman City has applied for a Water Efficiency Standards Funding grant to assist in funding a full-time Water Conservation Coordinator staff position. This position assists in ensuring compliance with the Water Efficiency Standards and oversees Herriman City's water conservation programs. Mr. Young recommended approval of a Water Efficiency Standards Funding Agreement with Herriman City in the amount of \$55,867.

Mr. Rushton called for a motion on the recommendation. Ms. Dawn Ramsey moved to approve a Member Agency Water Efficiency Standards Funding Agreement with Herriman City in the amount of \$55,867. Following a second by Ms. Barbara Townsend, the motion was unanimously approved as follows:

Mr. Richardson – aye
Ms. Lang – not present
Ms. Ramsey – aye

Mr. Jacob – aye
Mr. Pierucci – aye
Mr. Rushton – aye

Mr. Sudbury – not present
Ms. Townsend – aye

Mr. Taylor – aye

**Consider approval of
Water Conservation
Funding Agreement
with Taylorsville-
Bennion
Improvement District**

Mr. Young said Taylorsville-Bennion Improvement District (TBID) has applied for a Water Conservation grant to assist in promoting water awareness and conservation. This project involves providing promotional materials for Taylorsville City's annual events. Mr. Young recommended approval of a Water Conservation Funding Agreement with Taylorsville-Bennion Improvement District in the amount of \$2,400.

Mr. Rushton called for a motion on the recommendation. Mr. John Taylor moved to approve a Water Conservation Funding Agreement with Taylorsville-Bennion Improvement District in the amount of \$2,400. Following a second by Ms. Dawn Ramsey, the motion was unanimously approved as follows:

Mr. Richardson – aye
Ms. Lang – not present
Ms. Ramsey – aye
Mr. Sudbury – not present
Ms. Townsend – aye

Mr. Jacob – aye
Mr. Pierucci – aye
Mr. Rushton – aye
Mr. Taylor – aye

**Engineering
Activities**

**Consider
authorization to
award a construction
contract for the
Southwest
Groundwater
Treatment Plant
Reservoir Repairs
Project**

Mr. Shane Swensen, Chief Engineer, said the current SWGWTP reservoir has a flat roof deck and is experiencing issues of water ponding. He said the ponding can potentially lead to cracks, which could result in leaking into the drinking water. He explained that the proposed project would add a membrane with a slope to the roof of the reservoir, which would eliminate the ponding issues. Mr. Swensen said two bids were received and recommended the award of a construction contract for the Southwest Groundwater Treatment Reservoir Repairs Project to Gerber Construction, in the amount of \$419,170.

Mr. Rushton called for a motion on the recommendation. Mr. Zach Jacob moved to authorize the award of a construction contract to Gerber Construction in the amount of \$419,170 for the Southwest Groundwater Treatment Plant Reservoir Repairs Project. Following a second by Ms. Barbara Townsend, the motion was unanimously approved as follows:

Mr. Richardson – aye
Ms. Lang – not present
Ms. Ramsey – aye
Mr. Sudbury – not present
Ms. Townsend – aye

Mr. Jacob – aye
Mr. Pierucci – not present
Mr. Rushton – aye
Mr. Taylor – aye

Mr. Pierucci left the meeting at 3:35 p.m.

**Consider
authorization to
award an engineering
contract for the 2025
Vault Improvement
Project**

Mr. Swensen said the vault improvement project is part of an ongoing effort to upgrade eight to ten vaults every year. He said rehabilitation of vaults within JVVCD's transmission and distribution systems helps bring them up to current operating standards and prolong the life of the infrastructure. Rehabilitation and upgrade efforts include replacing any piping and valves necessary and recoating the piping. Mr. Swensen said the proposed project includes eight vaults. Mr. Swensen said three proposals were received. He recommended award of an engineering contract for the 2025 Vault Improvement Project to Consor, in the amount of \$481,833.

Mr. Packard echoed the importance of rehabilitation projects, saying that they help to maintain JVVCD's level of service. He thanked maintenance and engineering staff for their efforts in moving forward with the rehabilitation and upgrade projects.

Mr. Rushton called for a motion on the recommendation. Mr. John Taylor moved to authorize the award of an engineering contract to Consor in the amount of \$481,833 for the 2025 Vault Improvement Project. Following a second by Ms. Barbara Townsend, the motion was unanimously approved as follows:

Mr. Richardson – aye	Mr. Jacob – aye
Ms. Lang – not present	Mr. Pierucci – not present
Ms. Ramsey – aye	Mr. Rushton – aye
Mr. Sudbury – not present	Mr. Taylor – aye
Ms. Townsend – aye	

**Consider
authorization to
award an engineering
contract for the Water
District Water
Development Council**

Mr. Swensen said that during the 2024 Utah Legislative session the Utah Legislature passed SB211, Generational Water Infrastructure Amendments. The law directed the formation of the Water District Water Development Council (Council), that includes general managers from the four Prepare60 water districts and the director of the Utah Division of Water Resources. JVVCD is currently acting as the managing district and in that role, conducts procurement on behalf of the Council. A technical director, Michael Collins, was appointed by the Council and a services contract was approved by JVVCD Board of Trustees in July 2024. Mr. Swensen said the proposed engineering contract is to provide engineering consulting services to the Council and technical director on an as-needed basis. He said the State is expected to reimburse the entire amount of the contract up to \$250,000 per year. Mr. Swensen said after reaching out to five firms, only one proposal was received. That proposal was by Bowen, Collins, & Associates who included Brown and Caldwell as a sub-consultant to their engineering team. He recommended award of an engineering contract for the Water District Water Development Council to Bowen, Collins, & Associates in the amount of \$250,000.

Ms. Ramsey asked whether funds from the State could potentially be unavailable if State budgets were tightened. Mr. Swensen said that funds have already been set aside for this project for a number of years. Mr. Stratford mentioned that JVVCD and the other three Prepare60 districts have each committed to paying 25% of the incurred costs and will all seek reimbursement from the State.

Mr. Taylor inquired as to the relationship between Michael Collins, technical director, and Bowen, Collins, & Associates, and whether their roles with the Council influenced each other or were independent. Mr. Packard said they were independent, and the Council appointed Michael Collins, who is retired, as technical director before the request for Statements of Qualifications for engineering support services was posted.

Mr. Rushton suggested that for future needs, another option would be to select a pool of qualified firms for various engineering services that could be called on as needed. Mr. Taylor echoed the sentiment.

Mr. Rushton called for a motion on the recommendation to authorize the award of an engineering contract to Bowen, Collins, & Associates. Ms. Dawn

Ramsey moved to authorize the award of an engineering contract to Bowen, Collins, & Associates in the amount of \$250,000 for the Water District Water Development Council. Following a second by Mr. Zach Jacob, the motion was unanimously approved as follows:

Mr. Richardson – aye	Mr. Jacob – aye
Ms. Lang – not present	Mr. Pierucci – aye
Ms. Ramsey – aye	Mr. Rushton – aye
Mr. Sudbury – not present	Mr. Taylor – aye
Ms. Townsend – aye	

**Operations and
Maintenance
Activities**

**Consider award of
contract and
expenditure approval
for outsourced
laboratory services
for fiscal year
2024/2025**

Ms. Terry said JVVCD has a certified environmental laboratory, but it is not cost effective to maintain in-house certification for each of the required analyses JVVCD is required to perform. As a result, JVVCD outsources analytical services for certain water samples and currently has a contract with Chemtech-Ford Analytical Laboratories (Chemtech). She said Chemtech's contract is in its fifth year and is scheduled to expire at the end of August 2024. Ms. Terry said a request for proposals (RFP) was sent out to three laboratories that JVVCD has worked with in the past in addition to posting it on the District's website. She explained that only one proposal was received from Chemtech. She said Chemtech meets all the requirements outlined in the RFP as well as having reasonable fees and providing excellent service. Ms. Terry recommended awarding a multi-year contract and approving an annual expenditure for outsourced laboratory services to Chemtech-Ford Analytical Laboratories in the annual amount not to exceed \$250,000.

Mr. Rushton asked that in the event of an emergency, what the accounting process would be if the approved annual amount were to be exceeded. Mr. Martin said the General Manager is authorized to approve budget fund transfers, or depending on timing, a budget could be reopened to accommodate additional expenses.

Mr. Taylor inquired as to the number of local laboratories that could accommodate JVVCD's need for outsourced analytical services. Ms. Terry said that there are only two local laboratories, Chemtech being one of them, and a third having headquarters in California that could handle the workload.

Mr. Rushton called for a motion. Ms. Barbara Townsend moved to award a contract and approve expenditures for outsourced laboratory services to Chemtech-Ford Analytical Laboratories in the annual amount not to exceed \$250,000. Following a second by Mr. John Taylor, the motion was unanimously approved as follows:

Mr. Richardson – aye	Mr. Jacob – aye
Ms. Lang – not present	Mr. Pierucci – aye
Ms. Ramsey – aye	Mr. Rushton – aye
Mr. Sudbury – not present	Mr. Taylor – aye
Ms. Townsend – aye	

**Consider approval of
expenditure to
purchase utility
tractor**

Ms. Terry said JVVCD maintenance staff is currently using a 1997 John Deere 6400 tractor that is now in need of replacement. She said an invitation for bids was posted and four bids were received. The requested replacement tractor is a 2024 John Deere 5059M Utility Tractor that is compatible with existing attachments and meets JVVCD's size and use needs. Ms. Terry

said the lowest bid was from Stotz Equipment, who is also a state contract vendor. She recommended purchase of the 2024 John Deere 5059M Utility Tractor from Stotz Equipment in the amount of \$86,504.72.

Mr. Rushton called for a motion on the recommendation. Ms. Dawn Ramsey moved to authorize expenditure to purchase utility tractor from Stotz Equipment in the amount of \$86,504.72. Following a second by Ms. Barbara Townsend, the motion was approved by those present as follows:

Mr. Richardson – aye	Mr. Jacob – aye
Ms. Lang – not present	Mr. Pierucci – not present
Ms. Ramsey – aye	Mr. Rushton – aye
Mr. Sudbury – not present	Mr. Taylor – aye
Ms. Townsend – aye	

Reporting Items

Mr. Packard reviewed the routine reporting items which included: performance indicators for June 2024, saying a new format can be expected at the October 2024 Board meeting. He also reviewed media coverage. Mr. Shane Swensen, Chief Engineer, gave a report on the SERWTP Asphalt Replacement project, and the 3300 South Pipeline Replacement project – Phase 1.

Upcoming meetings

Mr. Rushton reviewed the upcoming meetings including the Conservation Committee meeting, Monday, September 9 at 3:00 p.m.; Executive Committee meeting, Monday, September 9 at 3:30 p.m.; and the regular Board meeting, Wednesday, September 11 at 3:00 p.m. He said in place of the scheduled Conservation Committee and Executive Committee meetings on Monday, September 9, an Executive Committee field tour will take place for Trustees only between 7:30 a.m. and 4:30 p.m.

Closed meeting

Mr. Rushton proposed to convene a closed meeting at 4:17 p.m. to discuss the sale or purchase of real property and/or water rights or water shares. Mr. John Taylor moved to go into closed session for the discussion. Following a second by Ms. Barbara Townsend, the motion was approved by those present as follows:

Mr. Richardson – aye	Mr. Jacob – aye
Ms. Lang – not present	Mr. Pierucci – not present
Ms. Ramsey – aye	Mr. Rushton – aye
Mr. Sudbury – not present	Mr. Taylor – aye
Ms. Townsend – aye	

The closed meeting convened at 4:29 p.m. with the following Trustees present: Mr. Zach Jacob, Ms. Dawn Ramsey, Mr. Corey Rushton, Mr. John Taylor, and Ms. Barbara Townsend. Also present were: Alan Packard, General Manager; Jacob Young, Deputy General Manager; Shazelle Terry, Assistant General Manager; Mark Stratford, General Counsel; David Martin, Chief Financial Officer; Shane Swensen, Chief Engineer; Travis Christensen, Engineering Group Leader; Ben Perdue, Right-of-Way & Property Manager; and Mindy Keeling, Executive Assistant.

No votes or actions were taken during the closed meeting.

Open meeting

The open meeting reconvened at 4:39 p.m.

**Consider approval of
sale of property at
9816 South 1300
West in South
Jordan, Utah**

Mr. Swensen said that JVVCD owns property at approximately 9816 South 1300 West in South Jordan, of which only a portion is being utilized for the operation of Deep Well 3 of the Southwest Groundwater Treatment Project. The property has been analyzed and it has been determined that 0.271 acres is surplus to JVVCD's needs. He said an offer has been made by an individual to purchase the unused portion of the property for a dental practice parking lot. Mr. Swensen explained that the property has been appraised and the buyer is offering to purchase the property at the appraised value of \$150,000. He said staff are satisfied with the offer and recommended approval to declare 0.271 acres as surplus, authorize the General manager to enter negotiations for the sale of the property, and authorize the Board Chair to execute a final deed.

Mr. Rushton called for a motion to declare 0.271 acres of property located at approximately 9816 South 1300 West as surplus to JVVCD's needs. Ms. Barbara Townsend moved to declare the 0.271 acres of property as surplus to JVVCD's needs. Following a second by Mr. John Taylor, the motion was approved by those present as follows:

Mr. Richardson – not present	Mr. Jacob – aye
Ms. Lang – not present	Mr. Pierucci – not present
Ms. Ramsey – aye	Mr. Rushton – aye
Mr. Sudbury – not present	Mr. Taylor – aye
Ms. Townsend - aye	

Mr. Rushton called for a motion to authorize the General Manager to enter into negotiations for the sale of the surplus property located at approximately 9816 South 1300 West, South Jordan, and to authorize the Board Chair to execute a final deed. Ms. Dawn Ramsey moved to authorize the General Manager to enter negotiations for the sale of the surplus property, and to authorize the Board Chair to execute a final deed once negotiations are complete. Following a second by Ms. Barbara Townsend, the motion was approved by those present as follows:

Mr. Richardson – not present	Mr. Jacob – aye
Ms. Lang – not present	Mr. Pierucci – not present
Ms. Ramsey – aye	Mr. Rushton – aye
Mr. Sudbury – not present	Mr. Taylor – aye
Ms. Townsend - aye	

Adjourn

Mr. Rushton called for a motion to adjourn. Mr. Zach Jacob moved to adjourn. Following a second by Ms. Barbara Townsend, the meeting adjourned at 4:43 p.m.


Corey L. Rushton, Chair of the Board of Trustees


Alan E. Packard, District Clerk