

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

(Approved May 14, 2025)

Held April 7, 2025

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 7, 2025, 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
Andy Pierucci (electronic)
Zach Jacob
John H. Taylor
Dawn Ramsey
Mick Sudbury
Barbara Townsend
Karen Lang (electronic)

Trustees Not Present:

John Richardson

Staff Present:

Alan Packard, General Manager
Jacob Young, Deputy General Manager
David Martin, Chief Finance Officer/Treasurer
Brian McCleary, Controller
Shazelle Terry, Assistant General Manager
Shane Swenson, Chief Engineer
Mark Stratford, General Counsel
Travis Christensen, Engineering Group Leader
Shaun Moser, Conservation Garden Park Manager
Mindy Keeling, Executive Assistant
Lisa Wright, Administrative Assistant III
Ellisa Demetsky, Administrative Assistant II
Gordon Batt, Operations Division Manager
Kelly Good, Community Engagement Department Manager
Jason Brown, Information Systems Department Manager
Brian Callister, Maintenance Department Manager
Martin Feil, Database Administrator (electronic)
Kurt Ashworth, Human Resource Manager
Clifton Smith, Senior Business Data Analyst
Sam Mingo, Business Data Analyst
Courtney Brown, Conservation Division Manager

Jeanette Perry, Customer Services Supervisor
Margaret Dea, Senior Accountant (electronic)

Also present:

Vanessa Stewart (electronic)
Greg Christensen, Trustee, Kearns Improvement District

Welcome

Mr. Corey Rushton, Chair, called the meeting to order at 3:00 p.m.

**Review
agenda for
April 9, 2025,
Board meeting**

Mr. Rushton asked Mr. Alan Packard, General Manager, to review the proposed agenda for the April 9, 2025, regular Board of Trustees meeting. Mr. Packard reviewed the proposed agenda and additional topics, including Core Mission Reports and Standing Committee Reports, including the termination of supplemental fluoride. He also commented on the drought monitoring committee's consideration of levels for water supply availability and creating messages for these levels. He noted Conservation Program and Financial matters, Operation and Maintenance, and Engineering Activities. Mr. Packard also mentioned there will be a report on Central Utah activities, facility rental agreements, Capital Projects, media coverage, and upcoming meetings. The annual member agency meeting will be held on the 15th. A public hearing is scheduled for Wednesday, May 14, 2025, at 6:00 p.m.

**Annual training
for Trustees on
Open and
Public
Meetings Act**

Mr. Stratford, General Counsel, opened the training by thanking the Board for the privilege of serving them. He announced his new position with the Division of Water Rights, mentioning the exciting opportunity to engage with water issues on a wider scope.

Mr. Stratford noted that the training is an annual requirement to keep important information in mind. He stated that the Open and Public Meetings Act emphasizes transparency, as JVVCD conducts public business, and that most activities must take place in public, with some exceptions. Mr. Stratford indicated that a meeting is a gathering led by an authorized person for actions or discussions, requiring at least 24 hours of public notice, including a clear agenda. He stated that topics can be discussed, but no action can be taken unless they're included in the agenda with proper notice, and that members of the public are allowed to record meetings if they don't disrupt proceedings and there are specific rules for electronic meetings, and that that disruptive individuals may be removed. Mr. Stratford stated that written minutes are required after meetings and must be available within a reasonable time, noting that pending minutes should also be accessible if approval takes longer than two months, indicating approved minutes are the official record. He stated that closed meetings can occur for reasons like individual matters or sales of property, protecting sensitive information. Mr. Stratford noted that notice of any sale terms must be provided before final approval.

Discuss Utah
Public Officers'
and
Employees
Ethics Act

Mr. Stratford led the second part of the ethics training, suggesting that future sessions be split into November for Ethics and January for Disclosures due to recent law changes. He explained that the key principles emphasize avoiding the appearance of impropriety and prioritizing JVVCD interests above personal ones. Mr. Stratford stated that Trustees must disclose any personal interests that conflict with JVVCD objectives and should consider their ability to act objectively. Mr. Stratford indicated that gifts, loans, or compensation exceeding fair market value require careful evaluation, with a general limit of \$50 suggested, though a lower limit may apply in certain situations. He also said that confidential information must not be used for personal gain, and trustees should not negotiate on behalf of JVVCD without board authorization. Mr. Stratford mentioned that the annual certification would be distributed soon. Mr. Stratford summarized the differences between state law and JVVCD policy regarding conflicts.

**Review
tentative
water rates**

Mr. David Martin, Chief Finance Officer/Treasurer, reviewed the proposed wholesale and retail water rates.

He reviewed the wholesale water rates, which reflect an average adjustment of 4.9%. He explained some of the differences in the adjustments, which were due to changing peak factors and how member agencies and the retail system used JVVCD's system.

Mr. Martin also presented an overview of the proposed budget for the fiscal year 2025-2026, which had been reviewed in Finance Committee meetings. He summarized the sources and uses of funds and pointed out that water sales revenues have been updated with the water rate consultant's actual rate calculations. He then said that the proposed budget currently includes a property tax rate increase of approximately 13%, which translates to about \$13 per year for a residential property valued at approximately \$600,000.

Mr. Martin presented alternatives to the property tax rate increase, including raising water rates to cover the budgeted \$3.7 million in revenue anticipated from the tax-rate increase, which would require an average water rate adjustment of 10.5%, rather than the proposed 4.9%. The other options presented included utilizing funds saved from the removal of fluoride costs in the operation and maintenance budget, using a larger portion of the Revenue Stabilization Fund, implementing a slightly higher water rate increase, and reducing the replacement reserve funding.

The Board discussed the alternatives and raised concerns about using a significant portion of the Revenue Stabilization Fund. There was some discussion regarding the philosophy behind funding a water district with property taxes versus water rates and finding the right balance. The financial strength of JVVCD was also discussed, as large future bond issuances are planned. A suggestion was made to use the savings from removing fluoride expenses from the operation and maintenance budget to lessen the property tax rate increase, which staff supported.

Adjourn

Mr. Rushton called for a motion to adjourn. Mr. Mick Sudbury moved to adjourn. Followed by a second from Ms. Dawn Ramsey, the meeting adjourned at 5:20 pm.



Corey L. Rushton
Chair of the Board of Trustees



Alan E. Packard
District Clerk