

**MINUTES OF THE BOARD OF TRUSTEES WORK SESSION  
OF JORDAN VALLEY WATER CONSERVANCY DISTRICT**  
(Approved April 8, 2026)

Held March 9, 2026

The Jordan Valley Water Conservancy District Board of Trustees Work Session was held in person and electronically on Monday, March 9, 2026, at 3:00 p.m. at the District 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 §§ 52-4-101 et seq.) and Chapter 7.12 of the Administrative Policy and Procedures Manual ("Electronic Meetings").

**Trustees:**

Corey L. Rushton, Board Chair (electronic)  
Andy Pierucci (electronic)  
Barbara L. Townsend (electronic)  
Cindy Wood (electronic)  
Dawn R. Ramsey (electronic)  
John H. Taylor (electronic)  
Zach Jacob (electronic)

**Trustees Not Present:**

John B. Richardson  
Mick M. Sudbury

**Staff Present:**

Jacob Young, General Manager/Chief Executive Officer (electronic)  
Ben Stanley, General Counsel (electronic)  
David Martin, Chief Financial Officer/Treasurer (electronic)  
Shazelle Terry, Chief Operating Officer (electronic)  
Brian Callister, Director of Asset Management (electronic)  
Carl Wilkins, Director of Digital Services (electronic)  
Clifton Smith, Digital Solutions Group Leader (electronic)  
Eric Stone, Controller (electronic)  
Gordon Batt, Director of Water Quality & Operations (electronic)  
Kelly Good, Director of Community Engagement (electronic)  
Kurt Ashworth, Human Resources Manager (electronic)  
Lisa Wright, Administrative Assistant III (In Person)  
Martin Feil, Database Administrator (electronic)  
Mindy Keeling, Executive Assistant (In Person)  
Shane Swensen, Director of Engineering & Water Development (electronic)  
Travis Christensen, Engineering Group Leader (electronic)  
Wade Tuft, Water Supply Manager (electronic)

**Others Present:**

Matt Basham (electronic)

<b>Welcome</b>	<p>Mr. Corey Rushton, Chair, called the meeting to order at 3:00 p.m. He established guidelines for the virtual meeting, requesting that Trustees keep their videos on and remain muted when not speaking to ensure professional focus. Mr. Rushton noted that while the chat feature is available for clarifying questions, any substantial discussions must be conducted verbally for the official record.</p>
<b>Review agenda for March 11, 2026, Board meeting</b>	<p>Mr. Jacob Young, General Manager, reviewed the agenda for the February 11, 2026, Board meeting. He noted the meeting would include the oath of office for Trustees John Taylor and Mick Sudbury, and the annual election of District officers. Mr. Young indicated that key financial matters for the Board's consideration include the renewal of a bond purchase agreement with JPMorgan Chase and the formal approval of the property tax strategy document, which will eventually serve as an attachment to the annual level of service document. He stated that engineering items will include a recommendation to purchase a mobile fall-protection anchor system, a safety measure recommended to improve the work environment for employees in response to a recent incident. Mr. Young explained that while a closed session is a standing option on the agenda, staff specifically recommended a closed session to provide updates on surplus property disposal in Bluffdale and West Haven, noting that public discussion could negatively impact property pricing. He also informed the Board that the updated water budget policy is still in progress and will be brought forward in April instead of March.</p> <p>Ms. Dawn Ramsey, Trustee, arrived at 3:03 p.m.</p>
<b>DISCUSSION ITEMS</b>	<p>Ms. Mindy Keeling, Executive Assistant, provided the annual review of the travel and training policy for Trustees. She explained that Trustees are eligible for per diem payments for up to 12 meetings or activities annually. Per diem rates are set by the Utah Division of Finance and are currently \$135 for meetings or activities lasting up to four hours and \$200 for those exceeding four hours. Ms. Keeling highlighted the mandatory training provided by the Utah Association of Special Districts (UASD), which is required for new Trustees within their first year of office and offers a one-time annual payment of \$200. She detailed the reimbursement process for lodging, airfare, mileage (currently at \$0.725 per mile), and meal per diem rates, which follow U.S. General Services Administration standards. She noted that travel expense reimbursements are eligible for conferences over 100 miles away. Chair Rushton expressed appreciation for the training and noted that several Trustees are planning to attend upcoming summer conferences to represent JVVCD.</p>
<b>Legal/Policy:</b>	
<b>Review travel/training policy for Trustees</b>	
<b>Asset Reliability &amp; Management:</b>	<p>Mr. Brian Callister, Director of Asset Reliability and Management, presented the results of a strategic initiative to proactively identify and procure critical infrastructure parts and materials. He defined critical parts as equipment or components necessary for mission-essential operations that may have long lead times or be difficult to procure. Keeping an inventory of critical parts will help minimize operational disruptions. Emergency parts are needed for reactive responses to unforeseen events like earthquakes that could halt</p>
<b>Critical and emergency parts key results overview</b>	

operations at critical facilities like treatment plants, transmission pipelines, pump stations, and other key infrastructure. Mr. Callister reported that JWWCD has identified a total need of approximately \$2.5 million for these parts over five years, with approximately \$1 million included in the current budget proposal for the highest priority items. Chair Rushton inquired about how chemical supply chain disruptions are handled within this framework. Ms. Shazelle Terry, Chief Operating Officer, clarified that JWWCD maintains at least a week's supply of most chemicals and participates in a federal prioritization program for chlorine to ensure continued operations during shortages. Mr. Young added that this initiative is a core part of JWWCD's strategic plan to enhance long-term resilience. The Board discussed the importance of an aging inventory report to ensure parts do not become obsolete while in storage.

**OTHER  
BUSINESS**

**Online Trustee  
handbook  
orientation**


Mr. Jacob Young introduced the new online Trustee handbook, which replaces the traditional 4-inch physical binders. He explained that all sections of the manual are now accessible via links on the Trustee web page, ensuring Trustees always have access to the most current information. Staff will continue to refine the online platform over the next few months to remove repetitive content and improve navigation. Chair Rushton commended the staff for creating a more accessible and updated resource.

**Discuss Board  
tour options**

Ms. Shazelle Terry presented various options for the 2026 Board tour, intended to give Trustees a firsthand look at JWWCD's vast infrastructure. She noted that potential sites include the Jordan Valley Water Treatment Plant expansion, raw water supply sources and facilities like Trial Lake and various reservoirs, transmission systems such as the Central Water Project facilities, and other miscellaneous options like the Southwest Groundwater Treatment Plant byproduct pipeline. Ms. Terry indicated that each Trustee was provided with a list of potential sites and requested that they mark all those they had an interest in seeing and then rank their top three interests. Staff will then work to organize a tour that aligns with the Board's priorities. Chair Rushton noted that these tours help the Board grasp the enormity and importance of JWWCD's work.

**Adjourn**

Mr. Rushton called for a motion to adjourn. Ms. Barbara Townsend moved to adjourn. The meeting adjourned at 3:35 p.m.

  
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John H. Taylor  
Vice Chair of the Board of Trustees

  
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Jacob C. Young  
District Clerk