

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

(Approved August 9, 2023)

July 12, 2023

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, July 12, 2023, at 3:00 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
A. Reed Gibby
Zach Jacob
Karen D. Lang
Sherrie L. Ohrn
Dawn R. Ramsey
Mick M. Sudbury
John H. Taylor
Barbara L. Townsend

Staff Present:

Alan Packard, General Manager
Jacob Young, Deputy General Manager
Matt Olsen, Assistant General Manager
Shazelle Terry, Assistant General Manager
Gordon Batt, Operations Department Manager
Jason Brown, Information Systems Department Manager
Brian Callister, Maintenance Department Manager
Shane Swensen, Engineering Department Manager and Chief Engineer
Mark Stratford, General Counsel
David Martin, Chief Financial Officer/Treasurer
Kurt Ashworth, Human Resources Manager
Beverly Parry, Executive Assistant
Mindy Keeling, Administrative Assistant
Alicia Sekiller, Administrative Assistant
Cynthia Bee, Public Information Officer
Travis Christensen, Senior Engineer - Property
Margaret Dea, Senior Accountant (electronic)
Martin Feil, Database Administrator (electronic)
Kelly Good, Communications Division Manager
Jeanette Perry, Customer Services Supervisor (electronic)
Kevin Rubow, Registered Engineer
Conor Tyson, Staff Engineer
Marcelo Anglade, Senior Engineer
Sam Mingo, Data Analyst

Also Present:

Tish Buroker, City Counsel, Riverton City
Greg Davenport, Utility Manager, City of West Jordan

Clint Dilley, General Manager, Magna Water District (electronic)
 Justun Edwards, Public Works Director, Herriman City (electronic)
 Raymond Garrison, Associate Director of Public Works, South Jordan City
 Jason Helm, General Manager, Granger-Hunter Improvement District (electronic)
 Gary Henrie, Engineer, Bureau of Reclamation
 Steven Jones, CEO, Hansen, Allen & Luce
 Jason Luettinger, Principal, Bowen Collins & Associates
 Brien Maxfield, Senior Engineer, Draper City
 Alan McKean, David Evans & Associates (electronic)
 Stacie Olson, Water Director, Riverton City
 Marie Owens, Project Manager/Client Relations, AE2S
 Ana Paz, Associate Engineer, South Jordan City (electronic)
 David Robertson, Vice President, Lewis Young Robertson and Burningham (electronic)
 Shawn Robinson, Director of Operations and Maintenance, Taylorsville-Bennion Improvement District (electronic)
 Dan Tracer, Assistant City Engineer, Bluffdale City (electronic)
 Ryan Willeitner, Engineer, Jacobs Engineering (electronic)
 Wayne Winsor, Assistant General Manager/Chief Engineer, Metropolitan Water District of Salt Lake and Sandy
 Jeremy Williams, Hazen & Sawyer

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, July 12, 2023. 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 June 5, 2023, and the regular Board meeting held June 7, 2023. He also presented the June 2023 Trustees' Expenses Report. Mr. Rushton called for a motion. Ms. Sherrie Ohrn moved to approve the minutes of the June 5 and June 7 meetings, and the June 2023 Trustees' Expenses Report. Following a second by Mr. Mick Sudbury, the motion was approved by those present as follows:

Mr. Gibby –aye	Mr. Jacob – aye
Ms. Lang – not present	Ms. Ohrn – aye
Ms. Ramsey – aye	Mr. Rushton – aye
Mr. Sudbury – aye	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 June 2023, 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 shared information on Great Salt Lake's level.

Water quality update Ms. Shazelle Terry, Assistant General Manager, shared information on the JWWCD 2022 Consumer Confidence Report which was recently posted on the JWWCD website. This report includes data collected in 2022, and one of the purposes of this report is to assure customers that their water is in good hands, and JWWCD goes above and beyond what is required by state rules and federal regulations for water quality. Ms. Terry explained that data

is compiled by JVVCD staff for our Member Agencies and the JVVCD retail area. The report includes a water sources map; water quality data; a message from the EPA about small amounts of some contaminants including Cryptosporidium, Radon, and Lead; and information on new Lead regulations. She explained that the report is no longer mailed to retail customers, but a bill stuffer is provided explaining how they can access the report. Ms. Terry commended Water Quality and Communications staff for their great work on the report.

Standing Committee Reports

Mr. Dave Martin, Chief Financial Officer, reviewed the Financial Report for May 2023 and said that JVVCD is on track to meet the 2022/2023 budget. He said the remaining bond proceeds from the 2021 Bond were \$10.5 million in May and a bond issue for \$100 million is projected for January 2024. He briefly reviewed the expenses that are over budget and said that, in total, JVVCD is under budget for fiscal year 2022/2023.

Finance update

Conservation update

Mr. Matt Olsen, Assistant General Manager, said that Draper City and Taylorsville City have recently adopted JVVCD's Water Efficiency Standards. Interest in adopting these standards has increased because public access to additional turf removal funding offered by the Utah Division of Water Resources is conditioned on adoption of Water Efficiency Standards. He said that JVVCD's 2019 Conservation Plan Update described the major cost savings for the service area if wide scale adoption of the standards was achieved by 2023, which has now been substantially achieved. He commended staff, Member Agencies, and the Board for the great effort it has taken to accomplish this important initiative.

Mr. Rushton asked Mr. Olsen to comment on the different styles of ordinances used by cities when adopting the standards. Mr. Olsen said that staff has seen two distinct styles used in adopting the standards. The majority of agencies attached the Water Efficiency Standards as an exhibit to the adopted ordinances, and other agencies integrated the concepts directly into relevant areas of the code as applicable. Mr. Rushton suggested staff review the language in the Water Efficiency Standards so they can be used more cohesively in city ordinances.

Conservation, Communications, and Information Systems activities

Consider approval of Member Agency Water Efficiency Standards Funding Agreement with the City of South Jordan

Mr. Olsen said this is the City of South Jordan's third year participating in the Member Agency Water Efficiency Standards Grant program. The grant funding would support a staff position in the planning department for duties associated with the Water Efficiency Standards. These duties include reviewing landscaping plans, working with builders for residential landscapes, inspecting completed landscapes, verifying code compliance with Water Efficiency Standards, documenting compliance, and coordination of commercial landscape projects. Mr. Olsen recommended approval of a Member Agency Water Efficiency Standards Funding Agreement with the City of South Jordan in the amount of \$68,000.

Mr. Rushton called for a motion on the recommendation. Ms. Dawn Ramsey moved to approve a Member Agency Water Efficiency Standards Funding Agreement with the City of South Jordan in the amount of \$68,000. Following a second by Mr. Mick Sudbury, the motion was approved by those present as follows:

Mr. Gibby –aye	Mr. Jacob – aye
Ms. Lang – not present	Ms. Ohrn – aye
Ms. Ramsey – aye	Mr. Rushton – aye
Mr. Sudbury – aye	Mr. Taylor – aye
Ms. Townsend - aye	

Consider approval of a Water Conservation Funding Agreement with the City of South Jordan

Mr. Olsen said the City of South Jordan is seeking funding through JVVCD's Water Conservation Grant program. The City will use the funds for three Tier 1 programs including toilet rebates, indoor water fixtures rebates, and turf conversion rebates. Mr. Olsen recommended approval of a Water Conservation Funding Agreement with the City of South Jordan in the amount of \$68,000.

Mr. Rushton called for a motion on the recommendation. Ms. Dawn Ramsey moved to approve a Water Conservation Funding Agreement with the City of South Jordan in the amount of \$68,000. Following a second by Ms. Barbara Townsend, the motion was approved by those present as follows:

Mr. Gibby –aye	Mr. Jacob – aye
Ms. Lang – not present	Ms. Ohrn – aye
Ms. Ramsey – aye	Mr. Rushton – aye
Mr. Sudbury – aye	Mr. Taylor – aye
Ms. Townsend – aye	

Ms. Karen Lang arrived at 3:36 p.m.

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

Mr. Olsen stated Riverton City has applied for funding through the Member Agency Water Efficiency Standards Grant program. This funding will support a full-time Water Conservation Specialist staff position that assists in ensuring compliance with the Water efficiency Standards and oversees the City's water conservation programs. Duties would include landscape plan reviews, landscape inspections, conservation rebate programs, customer water audits, design support of all City landscape projects, public education, water supply and demand reports, and customer water audits. Mr. Olsen recommended approval of a Member Agency Water Efficiency Standards Funding Agreement with Riverton City in the amount of \$54,000.

Mr. Rushton called for a motion on the recommendation. Ms. Sherrie Ohrn moved to approve a Member Agency Water Efficiency Standards Funding Agreement with Riverton City in the amount of \$54,000. Following a second by Mr. Reed Gibby, the motion was unanimously approved as follows:

Mr. Gibby –aye	Mr. Jacob – aye
Ms. Lang – aye	Ms. Ohrn – aye
Ms. Ramsey – aye	Mr. Rushton – aye
Mr. Sudbury – aye	Mr. Taylor – aye
Ms. Townsend - aye	

Consider approval of a Water Conservation Funding Agreement with Granger-Hunter Improvement District

Mr. Olsen said Granger-Hunter Improvement District (GHID) has applied for a Water Conservation Grant to assist in funding one Tier 3 and four Tier 2 projects. These projects include GHID headquarters landscape design, conservation calendars and welcome packets, a large meter replacement/education project, providing drought tolerant grass seed, and conservation promotional materials. Mr. Olsen recommended approval of

a Water Conservation Funding Agreement with Granger-Hunter Improvement District in the amount of \$68,500.

Mr. Rushton called for a motion on the recommendation. Ms. Dawn Ramsey moved to approve a Water Conservation Funding Agreement with Granger-Hunter Improvement District in the amount of \$68,500. Following a second by Mr. Mick Sudbury, the motion was unanimously approved as follows:

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|--------------------|-------------------|
| Mr. Gibby –aye | Mr. Jacob – aye |
| Ms. Lang – aye | Ms. Ohrn – aye |
| Ms. Ramsey – aye | Mr. Rushton – aye |
| Mr. Sudbury – aye | Mr. Taylor – aye |
| Ms. Townsend - aye | |

Engineering Activities

Consider authorization to award a construction contract for Zone D Reservoir Erosion Control Project

Mr. Jacob Young, Deputy General Manager, said this project addresses erosion that has taken place at the JVVCD Zone D reservoir caused by storm water accumulating on top of the buried reservoir and creating ruts as it flows down the slopes surrounding the reservoir. This project includes creating a drainage system that collects water at the top of the underground reservoir and directing the water to four new drainpipes and conveying the water to the on-site storm water conveyance system. Work also includes modifications to electrical boxes to prevent damage to electrical equipment in the boxes and the vaults. Mr. Young recommended authorization to award a construction contract for the Zone D Reservoir Erosion Control Project to Tribal Construction in the amount of \$92,127.

Mr. Rushton called for a motion on the recommendation. Ms. Sherrie Ohrn moved to authorize the award of a construction contract to Tribal Construction in the amount of \$92,127 for the Zone D Reservoir Erosion Control Project. Following a second by Mr. Mick Sudbury, the motion was unanimously approved as follows:

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|--------------------|-------------------|
| Mr. Gibby –aye | Mr. Jacob – aye |
| Ms. Lang – aye | Ms. Ohrn – aye |
| Ms. Ramsey – aye | Mr. Rushton – aye |
| Mr. Sudbury – aye | Mr. Taylor – aye |
| Ms. Townsend - aye | |

Consider authorization to award a construction contract for 10200 South and 15000 South Pipelines AC Mitigation and Monitoring Project

Mr. Young said this project involves mitigation of alternating current (AC) issues which are being experienced on the 10200 South and 15000 South pipelines. He said the 10200 South pipeline has measured naturally occurring voltage which exceeds the industry limits for personnel safety and presents a risk for AC corrosion. After evaluating the 15000 South pipeline, it has been found that this pipeline may have a similar measured voltage problem. The project would include installation of mitigation equipment to reduce the AC voltage and reduce corrosion risk to the 10200 South pipeline. The project also includes installation of equipment to remotely monitor the AC on the 15000 South pipeline to assess the corrosion risk and monitor AC voltage limits for personnel safety. Mr. Young recommended authorization to award a construction contract for 10200 and 15000 South Pipelines AC Mitigation and Monitoring Project to Vancon, Inc. in the amount of \$1,582,000.

Ms. Ramsey asked to be kept up to date on the project schedule so she is aware of any traffic disruptions the work may cause in the area.

Mr. Rushton called for a motion on the recommendation. Mr. Reed Gibby moved to authorize the award of a construction contract to Vancon, Inc. in the amount of \$1,582,000 for the 10200 South and 15000 South Pipelines AC Mitigation and Monitoring Project. Following a second by Ms. Barbara Townsend, the motion was unanimously approved as follows:

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|--------------------|-------------------|
| Mr. Gibby –aye | Mr. Jacob – aye |
| Ms. Lang – aye | Ms. Ohrn – aye |
| Ms. Ramsey – aye | Mr. Rushton – aye |
| Mr. Sudbury – aye | Mr. Taylor – aye |
| Ms. Townsend - aye | |

Consider authorization to award a construction contract for 3200 West 6200 South Steel Reservoirs Coating and Repairs

Mr. Young said this project is a recoating project of 2 MG and 8 MG steel reservoirs located at 3200 West 6200 South. These reservoirs were constructed in 1960 and 1968 respectively and require regular recoating to maintain their integrity. Mr. Young recommended authorization to award a construction contract for 3200 West 6200 South Steel Reservoirs Coating and Repairs to Viking Industrial Painting, LLC in the amount of \$1,896,925.

Mr. Rushton called for a motion on the recommendation. Mr. Mick Sudbury moved to authorize the award of a construction contract to Viking Industrial Painting, LLC in the amount of \$1,896,925 for 3200 West 6200 South Steel Reservoirs Coating and Repairs. Following a second by Ms. Karen Lang, the motion was unanimously approved as follows:

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|--------------------|-------------------|
| Mr. Gibby –aye | Mr. Jacob – aye |
| Ms. Lang – aye | Ms. Ohrn – aye |
| Ms. Ramsey – aye | Mr. Rushton – aye |
| Mr. Sudbury – aye | Mr. Taylor – aye |
| Ms. Townsend – aye | |

Mr. Mick Sudbury left the meeting at 4:00 p.m.

Consider authorization to award an engineering services contract for Comprehensive Capital Improvements Plan Development Process

Mr. Young said the Comprehensive Capital Improvements Plan (CIP) Development Process will seek to improve the annual CIP process by compiling all applicable studies and planning documents from across JVVCD into a single place. This project will consist of three main tasks which include (1) development of a framework to develop a comprehensive CIP; (2) implementation of the comprehensive CIP framework; and (3) update the JVVCD Supply, Demand, and Major Conveyance Plan to include new demand projection detail associated with large annexation areas and a redevelopment project. These tasks will increase planning effectiveness, facilitate employee knowledge transfer, and reduce the time required for the creation of the annual CIP. Mr. Young recommended awarding an engineering services contract for Comprehensive Capital Improvement Plan Development Process to Brown and Caldwell in the amount of \$394,000.

Mr. Young said that he recused himself from the scoring process due to his previous relationship with one of the firms in particular. Mr. John Taylor suggested discussing this agenda item in closed session and take action on this item after the discussion takes place.

Consider approval of engineering services contract amendment for 3600 West 10200 South Pump Station

Mr. Young said this proposed contract amendment is to cover additional costs on the 3600 West 10200 South Pump Station project that has been delayed due to manufacturing and equipment delays. Additional construction management is needed to inspect work activities which would typically occur concurrently but were instead spread over time due to unavailable equipment caused by supply chain issues. The loss of these efficiencies has extended the project completion date to January 2024 and requires additional inspection hours for the project. Mr. Young recommended approval of an engineering services contract amendment for the 3600 West 10200 South Pump Station in the amount of \$112,750

Mr. Rushton called for a motion on the recommendation. Ms. Dawn Ramsey moved to approve an engineering services contract amendment for the 3600 West 10200 South Pump Station in the amount of \$112,750. Following a second by Ms. Sherrie Ohrn, the motion was approved by those present as follows:

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|---------------------------|-------------------|
| Mr. Gibby –aye | Mr. Jacob – aye |
| Ms. Lang – aye | Ms. Ohrn – aye |
| Ms. Ramsey – aye | Mr. Rushton – aye |
| Mr. Sudbury – not present | Mr. Taylor – aye |
| Ms. Townsend - aye | |

Operations and Maintenance activities

Consider approval of expenditure to purchase valve turning/vactor service truck body

Ms. Terry said that in January the Board approved the purchase of a 2023 Ford F-550 4WD Super Cab and chassis with the intent to equip it with a service body that includes valve turning and vactor equipment at a later date. The truck/chassis is now on site and ready to be equipped with valve turning and vactor equipment. This service truck and equipment will primarily be utilized to clean out and exercise more than 5,000 valves and nearly 1,500 fire hydrants each year. Intermountain Sales, Inc. is the sole vendor that provides this equipment and service. Ms. Terry recommended approval of Sole-Source Procurement with Intermountain Sales, Inc. for the purchase of a valve turning/vactor service truck body in the amount of \$146,478.

Mr. Rushton called for a motion on the recommendation. Mr. Reed Gibby moved to approve the Sole-Source Procurement with Intermountain Sales, Inc. in the amount of \$146,478 for the purchase of a valve turning/vactor service truck body. Following a second by Ms. Barbara Townsend, the motion was approved by those present as follows:

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|---------------------------|-------------------|
| Mr. Gibby –aye | Mr. Jacob – aye |
| Ms. Lang – aye | Ms. Ohrn – aye |
| Ms. Ramsey – aye | Mr. Rushton – aye |
| Mr. Sudbury – not present | Mr. Taylor – aye |
| Ms. Townsend - aye | |

Consider adoption of Resolution No. 23-14, "Amending JVVCD's Personnel Rules and Regulations Policy"

Mr. Mark Stratford, General Counsel, reviewed the proposed changes to the JVVCD Personnel Rules and Regulations Policy which includes changes in non-exempt employee status, exempt employee leave, sick leave cap and conversion, advancing sick leave for new employees, administrative leave for exercise and community service, and nursing employees policy, as well as other policy changes which were discussed with the Board previously. Mr. Stratford recommended approval of Resolution No. 23-14, "Amending

Jordan Valley Water Conservancy District's Personnel Rules and Regulations Policy."

Mr. Rushton called for a motion on the recommendation. Ms. Barbara Townsend moved to approve Resolution No. 23-14, "Amending Jordan Valley Water Conservancy District's Personnel Rules and Regulations Policy." Following a second by Mr. Reed Gibby, the motion was approved by those present as follows:

Mr. Gibby –aye	Mr. Jacob – aye
Ms. Lang – aye	Ms. Ohrn – aye
Ms. Ramsey – aye	Mr. Rushton – aye
Mr. Sudbury – not present	Mr. Taylor – aye
Ms. Townsend – aye	

Reporting Items

Mr. Stratford verified JVVCD's compliance with selected legal requirements and internal District practices and expressed appreciation to staff for their work to assure JVVCD is in compliance. Mr. Martin reported on the Audit Committee meeting held on June 5, 2023. Mr. Packard reviewed the routine reporting items which included: the Central Utah Project/CUWCD activities report, facilities rental agreements signed by the General Manager, easement encroachment agreements signed by the General Manager, performance indicators for May 2023, and media coverage. Mr. Shane Swensen, Engineering Department Manager and Chief Engineer, gave a final project completion report on the JVVCD Headquarters Upper Campus Site and Improvements project.

Upcoming meetings

Mr. Rushton reviewed the upcoming meetings including the Conservation Committee meeting, Monday, August 7 at 3:00 p.m.; Executive Committee meeting, Monday, August 7 at 3:30 p.m.; regular Board meeting, Wednesday, August 9 at 3:00 p.m.; and Public Hearing, Wednesday, August 9 at 6:00 p.m.

Consider approval to cancel the Conservation Committee and Executive Committee meetings scheduled on August 7, 2023

Mr. Zach Jacob moved to cancel the Conservation Committee and Executive Committee meetings scheduled for August 7, 2023. Following a second by Mr. John Taylor, the motion was approved by those present as follows:

Mr. Gibby –aye	Mr. Jacob – aye
Ms. Lang – aye	Ms. Ohrn – aye
Ms. Ramsey – aye	Mr. Rushton – aye
Mr. Sudbury – not present	Mr. Taylor – aye
Ms. Townsend – aye	

Closed meeting

Mr. Rushton proposed to convene a closed meeting at 4:41 p.m. to discuss information provided during a procurement process. Ms. Sherrie Ohrn moved to go into closed session for the discussion. Following a second by Ms. Karen Lang, the motion was approved by those present as follows:

Mr. Gibby –aye	Mr. Jacob – aye
Ms. Lang – aye	Ms. Ohrn – aye
Ms. Ramsey – aye	Mr. Rushton – aye
Mr. Sudbury – not present	Mr. Taylor – aye
Ms. Townsend – aye	

The closed meeting convened at 4:46 p.m. with the following Trustees present: Mr. Reed Gibby, Mr. Zach Jacob, Ms. Karen Lang, Ms. Sherrie Ohrn, 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; Matt Olsen, Assistant General Manager; Shazelle Terry, Assistant General Manager; Mark Stratford, General Counsel; Dave Martin, Chief Financial Officer; and Beverly Parry, Executive Assistant.

No votes or actions were taken during the closed meeting.

Open meeting

The open meeting reconvened at 5:06 p.m.

Consider authorization to award an engineering services contract for Comprehensive Capital Improvements Plan Development Process

Mr. Young recommended authorization to award an engineering services contract for Comprehensive Capital Improvements Plan Development Process to Brown and Caldwell in the amount of \$394,000.

Mr. Rushton called for a motion on the recommendation. Mr. Reed Gibby moved to authorize the award of an engineering services contract to Brown and Caldwell in the amount of \$394,00 for the Comprehensive Capital Improvements Plan Development Process. Following a second by Ms. Barbara Townsend, the motion was approved by those present as follows:

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|---------------------------|-------------------|
| Mr. Gibby –aye | Mr. Jacob – aye |
| Ms. Lang – aye | Ms. Ohrn – aye |
| 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 5:08 p.m.

Corey L. Rushton, Chair of the Board of Trustees

Alan E. Packard, District Clerk