

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

(Approved May 10, 2023)

Held April 10, 2023

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 10, 2023, at 3:54 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:

A. Reed Gibby
Karen D. Lang
Sherrie L. Ohrn
Mick M. Sudbury
John H. Taylor (electronic)
Barbara L. Townsend

Trustees Not Present:

Corey L. Rushton, Chair
Zach Jacob
Dawn R. Ramsey

Staff Present:

Alan Packard, General Manager
Jacob Young, Deputy General Manager
Matt Olsen, Assistant General Manager
Shazelle Terry, Assistant General Manager
Jason Brown, Information Systems Department Manager
Brian Callister, Maintenance Department Manager
Gordon Batt, Operations Department Manager
Shane Swensen, Engineering Department Manager (electronic)
David Martin, CFO/Treasurer
Brian McLeary, Controller
Mark Stratford, General Counsel
Kurt Ashworth, Human Resources Manager
Beverly Parry, Executive Assistant
Martin Feil, Database Administrator (electronic)
Mindy Keeling, Administrative Assistant (electronic)
Alicia Sekiller, Administrative Assistant
Kelly Good, Communications Division Manager
Cynthia Bee, Public Information Officer
Margaret Dea, Senior Accountant (electronic)
Dave Mclean, Senior Engineer

Also Present:

Greg Christensen, Trustee, Kearns Improvement District
Jason Helm, General Manager, Granger-Hunter Improvement District (electronic)
Matt Berry, Policy Specialist, Utah Rivers Council

Welcome

Ms. Karen Lang, Vice Chair, called the meeting to order at 3:54 p.m.

Review agenda for April 12, 2023, Board meeting

Ms. Lang asked Mr. Alan Packard, General Manager, to proceed with the review of the proposed agenda. Mr. Packard reviewed the proposed agenda for the April 12, 2023, annual Board of Trustees meeting. Some of the topics for discussion and consideration included: consider approval of minutes of the Executive Committee meeting held March 6, 2023, minutes of the Finance Committee meeting held March 6, 2023, minutes of the annual Board meeting held March 8, 2023, minutes of the Finance Committee meeting held March 29, 2023, and the Trustees expenses report for March 2023; consider adoption of Resolution No. 23-10, "Tentatively Adopting Jordan Valley Water Conservancy District's Tentative Budget, Financial Plan, and Water Rates for Fiscal Year 2023-2024"; consider setting public hearing date on May 10, 2023, at 6:00 p.m. for proposed fiscal year 2023-2024 budget and water rates; consider authorization to award a construction contract for 2023 Vault Improvement Project; consider authorization to award a construction contract for 4670 South 1590 East Well Rehabilitation; consider authorization to award construction contracts for 3300 South Pipeline Replacement – Phase 2; verification of compliance with selected legal requirements and internal District practices; core mission reports; standing committee reports; and various routine reporting items. A closed session was proposed to discuss pending litigation.

Review tentative water rates

Mr. David Martin, Chief Financial Officer, said Mr. Shawn Koorn, HDR Engineering, presented the proposed fiscal year 2023/2024 water rate update and cost of service analysis at the March 29, 2023, Finance Committee meeting. It was decided at that meeting to include a proposed 5% water rate adjustment. Mr. Martin reported that the proposed water rates for each of JVVCD's Member Agencies have been calculated, and he shared these with the Board. He also shared the proposed 2023/2024 retail water rates which includes an overall average 7.2% increase, updated fireline charges, and no change to the meter base charges and pricing tier thresholds.

Report on personnel leave benefit change

Mr. Kurt Ashworth, Human Resources Manager, said a committee of JVVCD staff was formed to provide input on proposed sick leave changes. He said the committee produced a preferred method for establishing a maximum sick leave accrual and conversion. He presented proposed changes to the Sick Leave Policy which include an 800-hour maximum number of accrued hours, an annual conversion option for sick leave accrued during the year of 25% for any number of hours, 50% for 480 hours and above, and 100% for over 800 hours. He said the cash out amount at retirement would remain the same at 25% of the total sick leave balance. He also proposed to grandfather in 32 employees that have more than 800 hours, at their individual current balance. The estimated annual liability at the November 30, 2023, cash out would be \$381,000, and would reduce to \$219,000 once the grandfathered employees retire. He said draft policy changes will be proposed and action to be taken at a future Board meeting.

Ms. Townsend asked about an increase in costs to JVVCD with little apparent benefit to the proposed changes. Mr. Ashworth said if employees

choose to cash out their sick leave over time, the cost will occur at that time, rather than a large cost at retirement.

Ms. Townsend also asked about whether the proposed benefit would outweigh the risk of employees feeling dissatisfied about an existing benefit being taken away. Mr. Ashworth said the committee members surveyed their employees and the majority were in favor of the changes.

Adjourn

Ms. Lang called for a motion to adjourn. Mr. Mick Sudbury moved to adjourn. The meeting adjourned at 4:23 p.m.



Corey L. Rushton, Chair of the Board of Trustees



Alan E. Packard, District Clerk