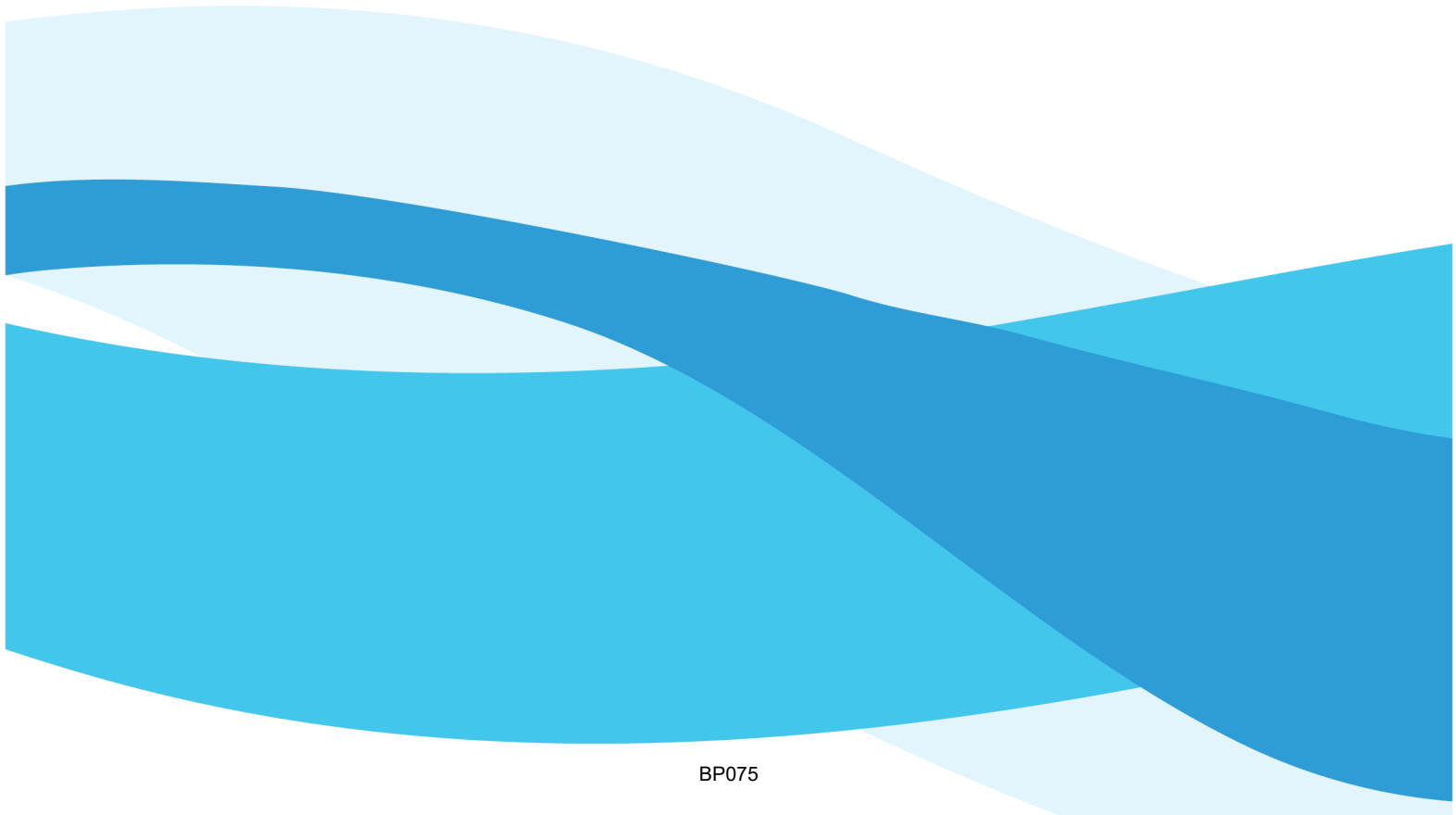


# Tab 5

Consider approval of Board Meeting minutes



**MONDAY, MARCH 24, 2025**

Minutes of the 891<sup>st</sup> meeting of the Metropolitan Water District of Salt Lake & Sandy Board of Trustees held Monday, March 24, 2025 at 4:35 p.m. at 3430 E Danish Road, Cottonwood Heights, UT 84093.

The following trustees attended the board meeting:

Tom Godfrey	-Chair
John S. Kirkham	-Vice Chair
Patricia Comarell	-Secretary
Cindy Cromer	-Trustee
Joan Degiorgio	-Trustee
Florence Reynolds	-Trustee

The following trustee was excused:

John H. Mabey, Jr.	-Trustee
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The following staff and guests attended the board meeting:

Annalee Munsey, General Manager  
Gordon Cook, Assistant General Manager/Chief Operating Officer  
Eric Sorensen, Water Resources Manager  
Sonya Shepherd, HR Manager  
Nathan Scown, Operations Manager  
Ammon Allen, Engineering Manager  
Jeff Matheson, Laboratory Manager  
Kelly Stevens, Senior Engineer  
Darin Klemin, IT Department Manager  
Josh Croft, Accountant  
Breana Jackson, Executive Administrator  
Dani Cepernich, Spencer Fane  
Jesse Stewart, Salt Lake City Public Utilities  
Tom Ward, Sandy City Public Utilities  
Dan Hartman, Hartman Management Group  
Marie Owens, AE2S  
Brad Jeppson, Stantec  
Susan Spore, Brown & Caldwell  
Jason Luettinger, Bowen Collins & Associates  
Mike Whippey, Central Utah Water Conservancy District

**Work Session Agenda**

1. FY26 Draft Budget overview
2. Other

**Board Meeting Agenda**

1. Call to order
2. Public comment
3. 2025 Legislative session report
4. Environmental Committee report
  - a. Consider approval of Memorandum of Agreement for Statewide Conservation Media Campaign
  - b. Reporting items

5. Management Advisory Committee report
  - a. Consider approval of addition of a FTE position for a Maintenance Technician during the current fiscal year
  - b. Reporting items
6. Engineering Committee report
  - a. Consider approval of Change Order No C01
  - b. Consider approval of Change Order No C02
  - c. Consider approval of Resolution 1939 approving annexation of property
  - d. Reporting items
7. Consider approval of Board Meeting minutes dated February 24, 2025
8. Consider acceptance of financial reports
9. Reporting/Scheduling items
  - a. Water supply and demand update
10. Other business
11. Items to be discussed at future meetings
12. Closed session
  - a. Strategy sessions to discuss pending or reasonably imminent litigation
  - b. Strategy sessions to discuss the purchase, exchange, or lease of real property, including water right(s) or water share(s), when public discussion of the transaction would disclose the appraisal or estimated value of the property under consideration or prevent the District from completing the transaction on the best possible terms;
13. Adjourn

### **Work Session**

#### **FY26 Draft Budget Overview**

Mr. Cook presented the projected O&M costs for FY26 and reviewed other significant costs, including chemicals, contract services, utilities, and general insurance. Ms. Shepherd detailed the forecasted staffing, compensation, and employee benefit costs. Mr. Allen presented the FY26 Capital Improvement Program forecast with repair and replacement details of the impacted projects. Ms. Munsey discussed costs from other agencies, sources of funds, rate increases, and implications for future property tax increases.

### **Board Meeting**

#### **Call to order**

At 4:35 p.m. the Chair, Mr. Godfrey, called the meeting to order and welcomed board members, staff, and visitors. Mr. Mabey was excused.

#### **Public comment**

No public comments were made.

#### **Legislative update**

Mr. Dan Hartman provided a legislative update for the board. He noted 18 successful bills and a number of unsuccessful bills. No changes to property tax rates were made. Mr. Hartman noted the possible implications of SB 1095 and pending HB 502. He also was excited to share the District received \$4 Million in grant funding from the state legislature through HB 502.

### **Consider approval of Memorandum of Agreement for Statewide Conservation Media Campaign**

Utah Water Ways is a public-private partnership meant to “encourage residents of the State of Utah to make changes to optimize the use of water and care for the state’s water supply by: providing public education and public awareness campaigns and helping consolidate campaigns about the state’s water; and providing residents of the state with tools to understand what can be done to optimize the use of water.”

As a member of Utah Water Ways, Metro Water participated in the proposal process to select a media consultant for the Statewide Conservation Media Campaign. The selection committee chose Boncom and is working with the consultant to develop the 2025 “Designed for Utah” conservation campaign. The current and proposed annual cost for Metro Water is \$36,400. The campaign proposal and cost will be evaluated annually. The Executive Committee discussed the agreement during the March 12, 2025 meeting and recommended approval by the full board.

Mr. Kirkham motioned to approve the memorandum of agreement for Statewide Conservation Media Campaign. Ms. Degiorgio seconded the motion and the motion passed unanimously.

### **Consider approval of addition of a FTE position for a Maintenance Technician during the current fiscal year**

Ms. Shepherd discussed the current needs of the Maintenance Department. Two Maintenance Technicians currently focus on HVAC and boiler system projects. Metro Water has also added infrastructure (ASR and SLA-R) that requires more time to maintain, monitor, repair, operate, and inspect. To address this, staff proposed the addition of an FTE position for a Maintenance Technician in the current FY25. The wages for the FTE would be absorbed within the FY25 salary and wages O&M budget. The Management Advisory Committee discussed the new FTE during the March 10, 2025 meeting and recommended approval by the full board.

Mr. Kirkham motioned to approve adding an FTE position for a Maintenance Technician during the current fiscal year. Ms. Cromer seconded the motion and the motion passed unanimously.

### **Consider approval of Change Order No C01 & C02**

Metro Water policy requires changes greater than \$50,000 be approved by the board. Mr. Stevens described the details of change orders No C01 & C02 for the Cottonwoods Connection project.

In August 2024, Salt Lake City requested Whitaker, the project contractor, pothole the Little Cottonwood Conduit (LCC) in Wasatch Boulevard as part of an emergency project to replace a failed valve. There was a necessary shut down of the LCC in preparation for its partial relocation, but difficulties locating the LCC led to additional work. The work is complete, and the full cost will be passed on to Salt Lake City Department of Public Utilities (SLCDPU).

A valve on the LCC was broken several years ago in an unknown open or closed position. In order to isolate flow between the LCC and the BCC during relocation of the LCC, the valve had to be replaced. This work was completed at the request of SLCDPU, and the full cost will be paid by SLCDPU. The Engineering Committee discussed the change orders during the March 4, 2025 committee meeting and recommended approval by the full board.

Ms. Degiorgio motioned to approve Change Order No. C01 for \$84,074.75 and Change Order No C02 for \$148,951.39. Mr. Kirkham seconded the motion and the motion passed unanimously.

### **Consider approval of Resolution 1939 approving annexation of property**

Sandy City recently annexed the following three properties, all of which receive or are anticipated to receive water from Sandy City Public Utilities:

886 E. 7800 S. Trust 2 parcels  
FBAC Development 1 parcel  
Glacier Park Place 8 parcels

The Engineering Committee discussed the annexations during the March 4, 2025 committee meeting and recommended approval of Resolution 1939 to annex the properties.

Mr. Kirkham motioned to approve Resolution 1939 approving annexation of the properties. Ms. Comarell seconded the motion and the motion passed unanimously.

### **Reporting items**

Mr. Godfrey welcomed any questions regarding the Capital Projects Report. Ms. Cromer inquired about anticipated future utility expenses.

### **Consider approval of Board Meeting minutes dated February 24, 2025**

Mr. Kirkham noted a consistency error and a grammatical change in the February board meeting minutes.

Mr. Kirkham motioned to approve the Board Meeting minutes dated February 24, 2025 with the minor corrections. Ms. Cromer seconded the motion and the motion passed unanimously.

### **Consider acceptance of financial reports**

Ms. Comarell motioned to accept the financial reports for January 2025. Mr. Kirkham seconded the motion and the motion passed unanimously.

### **Reporting/Scheduling items**

Mr. Sorensen provided a water supply and demand update for the board. He gave a month-to-month analysis from January through March noting precipitation levels, Snotel snow-water equivalents, water supply, streamflow, and reservoir levels. Mr. Sorensen discussed supply and precipitation projections for April.

### **Other business**

Ms. Munsey noted the Finance Committee Meeting had been changed from April 1<sup>st</sup> to April 3<sup>rd</sup>.

### **Items to be discussed at future meetings**

No items were discussed.

### **Closed Session**

Mr. Kirkham motioned to go into closed session to discuss pending or reasonably imminent litigation and strategy sessions to discuss the purchase, exchange, or lease of real property, including water right(s) or water share(s), when public discussion of the transaction would disclose the appraisal or estimated value of the property under consideration or prevent the District from completing the transaction on the best possible terms. Ms. Cromer seconded the motion and the motion passed unanimously.

The following board members were present: Mr. Godfrey, Mr. Kirkham, Ms. Comarell, Ms. Cromer, Ms. Degiorgio, and Ms. Reynolds. The following staff were also present: Ms. Munsey, Mr. Cook, Ms. Jackson, Mr. Allen, Mr. Stevens, and Ms. Cepernich.

Mr. Kirkham motioned to go out of closed session. Ms. Degiorgio seconded the motion and the motion passed unanimously.

**Adjourn**

At 5:41 p.m. the board meeting adjourned.

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Tom Godfrey, Chair

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Patricia Comarell, Secretary

Unapproved