

MONDAY, OCTOBER 20, 2025

Minutes of the 897th meeting of the Metropolitan Water District of Salt Lake & Sandy Board of Trustees held Monday, October 20, 2025 at 4:30 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
John H. Mabey, Jr.	-Trustee
Florence Reynolds	-Trustee

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
Jeff Matheson, Lab Manager
Ammon Allen, Engineering Manager
Kelly Stevens, Senior Engineer
Darin Klemin, IT Department Manager
Josh McDougall, IA&E Manager
John Baer, Controller
Josh Croft, Accountant
Breana Jackson, Executive Administrator
Lesieli Tonga, Administrative Assistant
Dani Cepernich, Spencer Fare
Tom Ward, Sandy City Public Utilities
Jesse Stewart, Salt Lake City Public Utilities
Mike Whimpey, Central Utah Water Conservancy District
Jason Luettinger, Bowen, Collins & Associates
Chris Thunhorst, Hazen and Sawyer
Jeremy Williams, Hazen and Sawyer
Kyle Greene, Squire & Company
Brad Jeppson, Stantec
Brittany Sorenson, Brown and Caldwell
Brad Buswell, Carollo Engineers

Board Meeting Agenda

1. Call to order
2. Public comment
3. Executive Committee report
 - a. Little Cottonwood Water Treatment Plant Rebuild workshops
 - b. Reporting items
4. Finance Committee report
 - a. Consider approval of FY 2025 financial audit
 - b. Consider acceptance of finance reports
 - c. Consider approval of changes to Policies and Procedures
 - d. Reporting items
 - i. Quarterly check register, electronic payments, credit card expenditures reports provided to Finance Committee for review
5. Engineering Committee report
 - a. Consider approval of Change Order No. C10 for Cottonwoods Connection
 - b. Consider approval of Amendment No. 2 to Professional Service Agreement with Hazen and Sawyer for the Cottonwoods Connection Project
 - c. Reporting items
6. Consider approval of Board Meeting minutes dated September 15, 2025
7. Consider approval of meeting calendar for 2026
8. Reporting/Scheduling items
 - a. Water supply and demand update
9. Other business
10. Items to be discussed at future meetings
11. Closed Session
 - a. Strategy sessions to discuss pending or reasonably imminent litigation
12. Adjourn

Board Meeting

Call to order

At 4:30 p.m. the Chair, Mr. Godfrey, called the meeting to order and welcomed board members, staff, and visitors.

Public comment

No public comments were made.

Little Cottonwood Water Treatment Plant Rebuild workshops

Mr. Godfrey noted the incredible effort put into the Little Cottonwood Water Treatment Plant rebuild workshop schedule. Ms. Munsey welcomed the board to attend any workshops they desire. She reminded the board that three or more trustees in attendance is considered a public meeting. Ms. Munsey offered an update or summary of the workshops upon request.

Reporting Items

Mr. Godfrey gave an update on the Provo River Water Users Association \$4M Grant for the Deer Creek Intake Project. He discussed the outcome of the shareholders meeting and some of the project's complications with contractual agreements, approval processes, and ownership rights.

Consider approval of FY 2025 financial audit

Mr. Kyle Greene reported that Squire & Company, PC audited Metro Water's financial statements and related notes for the fiscal year ended June 30, 2024. Squire has issued an unmodified opinion that the basic financial statements present fairly, in all material aspects, the respective financial position of the Metro Water.

Mr. Greene noted the compliance of each major federal program and explained Squire has issued an unmodified opinion that Metro Water has complied, in all material aspects, with the types of compliance requirements that could have a direct and material effect on each of its major federal programs for the fiscal year ended June 30, 2024.

Ms. Comarell asked if there were any specific recommendations Mr. Greene would make for future improvement. He had no particular recommendations.

Mr. Mabey motioned to approve the FY2025 financial audit. Mr. Kirkham seconded the motion and the motion passed unanimously.

Consider acceptance of finance reports

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

Consider approval of changes to Policies and Procedures

Ms. Munsey reviewed the current State Procurement Code and Metro Water procurement process. She explained the review of the FY26 contracts and expenditures exceeding \$75,000, as well as the approval responsibilities of each committee, and recommended some updates to the Policies and Procedures.

The proposed updates included:

- Assigning the review of medical, dental, and other insurance to the Management Advisory Committee.
- Authorizing the General Manager to approve routine and non-routine operation and maintenance items not exceeding \$75,000.
- Authorizing the General Manager to approve the purchase of software and renewals.
- Authorizing the General Manager to approve both medical and risk management insurance expenses and retirement contributions. The increases would continue to be reviewed by the committees, but the General Manager would have the authority to approve the premiums.
- Authorizing the General Manager to approve budgeted capital not exceeding \$75,000.

The Finance Committee reviewed the proposed changes in Chapters 1 and 3 during the October 6, 2025 committee meeting and recommended approval by the full board.

Mr. Kirkham motioned to approve the changes to the Policies and Procedures. Ms. Degiorgio seconded the motion and the motion passed unanimously.

Reporting items

Mr. Godfrey noted the Finance Committee received the quarterly check register, electronic payments, and credit card expenditure reports.

Consider approval of Change Order No. C10 for Cottonwoods Connection

Mr. Stevens gave an update on the Cottonwoods Connection project and explained the purpose of Change Order No. C10. The abnormally hot and dry summer extended peak water delivery longer than usual. This required Whitaker Construction to adjust their construction schedule and delay shutting down the McEntire and 7000 South turnouts.

The Engineering Committee reviewed the change order and recommended approval by the full board.

Mr. Kirkham motioned to approve Change Order No. C10 to the Cottonwoods Connection Project in the amount of \$303,732.77. Ms. Degiorgio seconded the motion and the motion passed unanimously

Consider approval of Amendment No. 2 to Professional Service Agreement with Hazen & Sawyer for the Cottonwoods Connection Project

Mr. Allen reported on the Professional Services Agreement to provide engineering services during construction of the Cottonwoods Connection project. The contract with Hazen & Sawyer was amended in February 2025 to increase the contract value for an extended construction period, additional material testing, and inspection related to change order work.

Modifications to the server room are still needed to receive fiber from the Cottonwoods Connection. Whitaker Construction will provide constructability support and coordination throughout the design process. It is anticipated that staff will present a change order with Whitaker in spring 2026 to construct the server room modifications. Through this scope, Hazen will design the work. The fee for this scope is estimated at \$199,670.

The Engineering Committee reviewed the amendment to the professional services agreement and recommended approval by the full board.

Mr. Mabey motioned to approve Amendment No. 2 for \$199,670 to the Professional Services Agreement with Hazen & Sawyer for design of the Administration Campus Improvements work. Ms. Reynolds seconded the motion and the motion passed unanimously

Reporting items

Mr. Godfrey welcomed any questions regarding the Capital Projects report. No comments were made.

Consider approval of Board Meeting minutes dated September 15, 2025

Ms. Cromer motioned to approve the Board Meeting minutes dated September 15, 2025. Mr. Kirkham seconded the motion and the motion passed unanimously.

Consider approval of meeting calendar for 2026

Ms. Munsey presented the proposed meeting calendar for 2026 and welcomed any questions or comments. Mr. Godfrey inquired about the change in meeting frequency for the Environmental Committee. Ms. Munsey noted the committee is meeting in December 2025 and once in calendar year 2026. The plan is to shift these dates to convene twice in 2027.

Mr. Kirkham motioned to approve the meeting calendar for 2026. Ms. Cromer seconded the motion and the motion passed unanimously.

Reporting/Scheduling items

Mr. Sorensen provided a water supply and demand update. He discussed October's precipitation, member cities demand, demand versus precipitation, snow water equivalent, soil moisture, the climate outlook, and winter forecasts. Ms. Comarell asked about Deer Creek's reservoir level. Mr. Sorensen responded the level is currently at 68% which is seemingly normal for the time of year.

Other business

Ms. Munsey reminded the board of the Management Advisory Committee in November.

Mr. Godfrey welcomed new employee Devin Higgins to Metro Water and congratulated Rikely Gonzales on his 5-year anniversary. He commended Breana Jackson on her Outstanding Administration Award from Intermountain Section of the American Water Works Association.

Items to be discussed at future meetings

No items were discussed.

Closed Session


Strategy sessions to discuss pending or reasonably imminent litigation

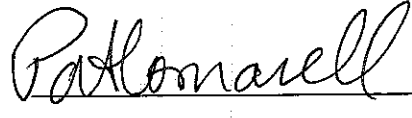
Mr. Kirkham motioned to go into closed session to discuss strategy sessions for reasonably imminent litigation. Ms. Comarell seconded the motion and the motion passed unanimously. All board members were present. The following staff were also present: Ms. Munsey, Mr. Cook, Ms. Jackson, Mr. Allen, Mr. 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 5:47 p.m. the board meeting adjourned.


Tom Godfrey, Chair


Patricia Comarell, Secretary