# MONDAY, APRIL 21, 2025

Minutes of the 892nd meeting of the Metropolitan Water District of Salt Lake & Sandy Board of Trustees held Monday, April 21, 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

John H. Mabey, Jr. -Trustee

Florence Reynolds -Trustee

The following trustee was excused:

Joan Degiorgio -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

Sonya Shepherd, HR Manager

Jeff Matheson, Laboratory Manager

Nathan Scown, Operations Manager

Ammon Allen, Engineering Manager

Kelly Stevens, Senior Engineer

Andy Reidling, Maintenance Manager

Gardner Olson, Engineer

Augusto Robles, Engineer

Josh Croft, Accountant

Jared Rose, IT Assistant Manager

Breana Jackson, Executive Administrator

Lesieli Tonga, Intern

Dani Cepernich, Spencer Fane

Brittany Sorenson, Brown & Caldwell  
Jesse Stewart, Salt Lake City Public Utilities

Tom Ward, Sandy City Public Utilities

Jason Luettinger, Bowen Collins & Associates

Jeff Budge, Provo River Water Users Association

Mike Whimpey, Central Utah Water Conservancy District

Rita Trick, Rural Community Assistance Corporation

Brad Buswell, Carollo Engineers

Brad Jeppson, Stantec

## Work Session Agenda

1. Relationship with Jordan Valley Water Conservancy District – Capital, Operations, and Maintenance of JA facilities
2. Update on the MAR
3. Other

## Board Meeting Agenda

1. Call to order
2. Public comment
3. Engineering Committee report
   1. Consider approval of Change Order No C03 for Cottonwoods Connection
   2. Consider approval of Change Order No C04 for Cottonwoods Connection
   3. Consider approval of Task Order with Kimley-Horn for public engagement on the Cottonwoods Connections project
   4. Consider approval of sole source procurement
   5. Consider approval of procurement of POMWTP electrolytic cells
   6. Consider approval of procurement of network servers
   7. Consider contract for maintenance building roof coating
   8. Reporting items
4. Executive Committee report
   1. Consider approval of Resolution 1940 for proxy for Provo River Water Users Association annual meeting
   2. Reporting items
5. Finance Committee report
   1. Consider adoption of FY 2026 tentative budget
   2. Consider acceptance of financial reports
   3. Reporting items
      1. Annual Fraud Risk Assessment
      2. Quarterly check register, electronic payments, and credit card expenditure reports provided to Finance Committee for review
6. Environmental Committee report
   1. Consider approval of agreement establishing the Provo River Watershed Council
7. Consider approval of Board Meeting minutes dated March 24, 2025
8. Reporting/Scheduling items
   1. Water supply and demand update
9. Other business
10. Items to be discussed at future meetings
11. Adjourn

## Work Session

Mr. Allen provided an overview and historical background of Metro Water’s relationship with Jordan Valley Water Conservancy District (JVWCD). He highlighted JVWCD’s establishment, the Jordan Aqueduct (JA) system, the initial water supply contract with Metro Water, and the subsequential agreements. Mr. Scown discussed the operational specifics of the JA system and how it relates to Metro Water. He explained the capital budget, levels of capacity, distribution, water quality, power savings, water banking, and current ongoing projects.

Mr. Robles updated the board on the Managed Aquifer Recharge Project. He discussed the progress since May 2024 and provided a forecast of work up to June 2025.

Ms. Munsey mentioned the budget presentation to Salt Lake City Council will be on May 6, 2025. She noted the presentation to the Sandy City Council was pending, but tentatively scheduled for May 27, 2025.

## 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.

## Consider approval of Change Order No C03 for Cottonwoods Connection

Field collected data identified the existing ground surface grade along the SLAR and LCC pipeline alignments differed from that used in the design. As a result, changes in the height of the retaining walls through the properties north of the 10 MG Reservoir was required. Additionally, the retaining wall on the Pruss property was extended to account for an additional section of the wall needing to be replaced due to the LCC replacement. The contractor estimated the change in contract price to be $116,300.20. The cost will be shared with Salt Lake City Department of Public Utilities. The Engineering Committee discussed Change Order No. C03 during the April 1, 2025 committee meeting and recommended approval by the full board.

Mr. Kirkham noted the inevitable uncertainty and variability that comes along with construction projects, but recommended a root cause analysis to prevent an abundance of change orders in the future.

Mr. Kirkham motioned to approve Change Order No. C03 for $116,300.20. Ms. Comarell seconded the motion and the motion passed unanimously.

## Consider approval of Change Order No C04 for Cottonwoods Connection

Whitaker Construction has requested a time extension of one year and an equitable adjustment to the agreement as a result of additional costs and schedule delays due to changes in the staging areas at Memorial Estates and The Church of Jesus Christ of Latter-Day Saints properties. The delay in securing the staging area caused uncertainty in the construction schedules causing Whitaker to make schedule modifications and incurring additional costs of $210,646.82. These complications have resulted in a request for a one-year delay in substantial completion (February 28, 2027) and a total additional cost of $430,218.76. The Engineering Committee discussed Change Order No. C04 during the April 1, 2025 committee meeting and recommended approval by the full board.

Ms. Comarell inquired about the initial contract fees and how those funds were managed. Mr. Stevens clarified the change order is not requesting an additional year of labor fees.

Mr. Kirkham motioned to approve Change Order No. C04 for $430,218.76 also modifying the project substantial completion date to February 28, 2027. Mr. Mabey seconded the motion and the motion passed unanimously.

## Consider approval of task order with Kimley-Horn for public engagement on the Cottonwoods Connections project

Kimley-Horn currently consults Metro Water on public engagement. In March of 2024, a task order was issued for Kimley-Horn to provide services to the Cottonwoods Connection project for FY2025. This new task order requests the continuation of these efforts through FY2026 at a total cost of $111,500.00. The Engineering Committee discussed this task order during the April 1, 2025 committee meeting and recommended approval by the full board.

Mr. Kirkham motioned to approve the task order for $111,500 to Kimley-Horn for continued public

engagement services on the Cottonwoods Connections project. Ms. Cromer seconded the motion and the motion passed unanimously.

## Consider approval of sole source procurement and approval of procurement of POMWTP electrolytic cells

Mr. Olson described how Metro Water generates chlorine at the Point of the Mountain Water Treatment Plant (POMWTP) by passing a brine/soft water mixture across an electrode with direct induced current. The electrodes have a useful life of seven to ten years (based on year-round use). There are four electrodes; two were replaced in 2023, and the other two are now ready to be replace. Staff performed a cost-benefit analysis related to the sodium hypochlorite generation system and determined maintaining the existing equipment was more cost effective.

Metro Water Policies and Procedures require public notice of a sole source procurement if the procurement exceeds $50,000. If approved, the sole source approval will be effective for five years.A Notice of Proposed Sole SourceProcurement was posted on the website on April 3, 2025. No responses werereceived. Staff recommends a sole source procurement with Hawkins Company at a total cost of $158,484.42 to be funded from the non-routine O&M budget.

The Engineering Committee discussed this item during the April 1, 2025 committee meeting and recommended approval of sole source procurement and approval to purchase electrolytic cells.

Mr. Kirkham motioned to approve sole source procurement with Hawkins Company for components and services related to the Severn Trent (DeNora) Sodium Hypochlorite Generator and to purchase electrolytic cells from Hawkins Company through sole source procurement for $158,484.42. Ms. Cromer seconded the motion and the motion passed unanimously.

## Consider approval of procurement of network servers

Mr. Rose reported on the procurement of network services. Metro Water network servers’ lifecycle consists of three years in a primary role, two years in a secondary role, and two years in a tertiary role. The warranty period from the manufacturer ends after five years. In FY2026, staff anticipates replacing three Enterprise network servers. These servers will be repurposed to replace the three Enterprise disaster recover servers at POMWTP whose warranties expired in February. The Engineering Committee discussed the procurement of the network servers during the April 1, 2025 committee meeting and recommended approval by the full board.

Mr. Kirkham inquired about various functions and capabilities of the servers. Mr. Rose noted that the servers are needed to run the various enterprise applications.

Mr. Kirkham motioned to approve procurement of network servers from Lenovo for an amount not to exceed $70,000.00. Ms. Cromer seconded the motion and the motion passed unanimously.

## Consider contract for maintenance building roof coating

Staff recommends a roof coating that will seal the leaks and enhance durability and weather resistance on the leaking Maintenance Building roof. Avaha was been selected as the preferred vendor with a cost of $70,000. The Engineering Committee discussed this procurement during the April 1, 2025 committee meeting. Although proposals were not available at that time, the committee recommended the item for approval to the full board to ensure the project would be completed in FY2025. Ms. Comarell inquired about the vendor selection criteria.

Mr. Mabey motioned to approve a contract with Avaha for $70,000 to restore the maintenance building roof. Mr. Kirkham seconded the motion and the motion passed unanimously.

## Reporting items

Mr. Godfrey welcomed any questions regarding the Capital Projects Report. There were none.

## Consider approval of Resolution 1940 for proxy for Provo River Water Users Association

**annual meeting**

Ms. Munsey confirmed that all current directors indicated a desire to serve on the Provo River Water Users Association (PRWUA) board. There is one vacancy on the board. Staff suggested nominating and electing Mr. Gordon Cook as Metro Water’s representative and the new at-large director. This item will be brought to this year’s Annual Shareholders’ meeting. The Executive Committee discussed the at-large director at the April 8, 2025, committee meeting and recommended approval by the full board.

Mr. Kirkham motioned to approve Resolution 1940 for proxy for Provo River Water Users Association annual meeting. Ms. Comarell seconded the motion and the motion passed unanimously.

## Consider adoption of FY 2026 tentative budget

Ms. Munsey mentioned the careful and collaborative efforts made in drafting the budget and welcomed any questions. Mr. Kirkham inquired about the cause of the changed net funds to/from reserves from the year 2023 to the year 2024. Ms. Munsey detailed the impacts of bonds received in 2024 along with a reimbursement from Salt Lake City.

Mr. Kirkham motioned to approve adoption of FY 2026 tentative budget. Ms. Comarell seconded the motion and the motion passed unanimously.

## Consider acceptance of financial reports

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

## Reporting items

Ms. Munsey reported the results of the Annual Fraud Risk Assessment and noted there were no changes from the prior year.

Mr. Kirkham stated the Finance Committee received the Quarterly check register, electronic payments, and credit card expenditure reports.

## Consider approval of Agreement Establishing the Provo River Watershed Council

Mr. Sorensen described the proposed agreement establishing the council. The Provo River Watershed Council had been operating under an Interlocal Cooperation Agreement until 2019, when a Restated and Amended Interlocal Cooperation Agreement establishing the Provo River Watershed Council was approved by all funding members. In 2024, the council discovered the ILA had not been officially created. Recently, the funding members proposed establishing the Provo River Watershed Council through an agreement, not an ILA.

The agreement has been reviewed by all funding members. Metro Water’s cost to participate in the watershed council from FY2025 to FY2029 is $110,000. The Environmental Committee discussed the agreement during the March 12, 2025 meeting and recommended approval by the full board.

Ms. Cromer motioned to approve the agreement establishing the Provo River Watershed Council. Mr. Kirkham seconded the motion and the motion passed unanimously.

## Consider approval of Board Meeting minutes dated March 24, 2025

Ms. Cromer motioned to approve the Board Meeting minutes dated March 24, 2025. Ms. Comarell seconded the motion and the motion passed. Mr. Mabey abstained.

## Reporting/Scheduling items

Mr. Sorensen provided a water supply and demand update. He discussed the temperature ranges, precipitation levels, and water supply. He reported on the water demand and usage amount by both member cities. Ms. Cromer asked if there had any been issues accessing weather data. Mr. Sorensen said there have not been any major issues yet.

## Other business

Ms. Cromer inquired about the upcoming Water Week Open House event. The event will be held on May 8, 2025, 4 p.m. to 7 p.m. at the Little Cottonwood Water Treatment Plant.

Mr. Godfrey extended the board’s welcome to new employee Tony Vallarta. He congratulated Ryan Martin on his promotion as well as Russ Brusch and Jimmy Cappo on their 15-year anniversaries.

## 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. Mr. Mabey seconded the motion and the motion passed unanimously. All board members were present, except Ms. Degiorgio. The following staff were also present: Ms. Munsey, Mr. Cook, Ms. Jackson, Mr. Allen, and Ms. Cepernich.

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

## Adjourn

At 5:30 p.m. the board meeting adjourned.

Tom Godfrey, Chair Patricia Comarell, Secretary