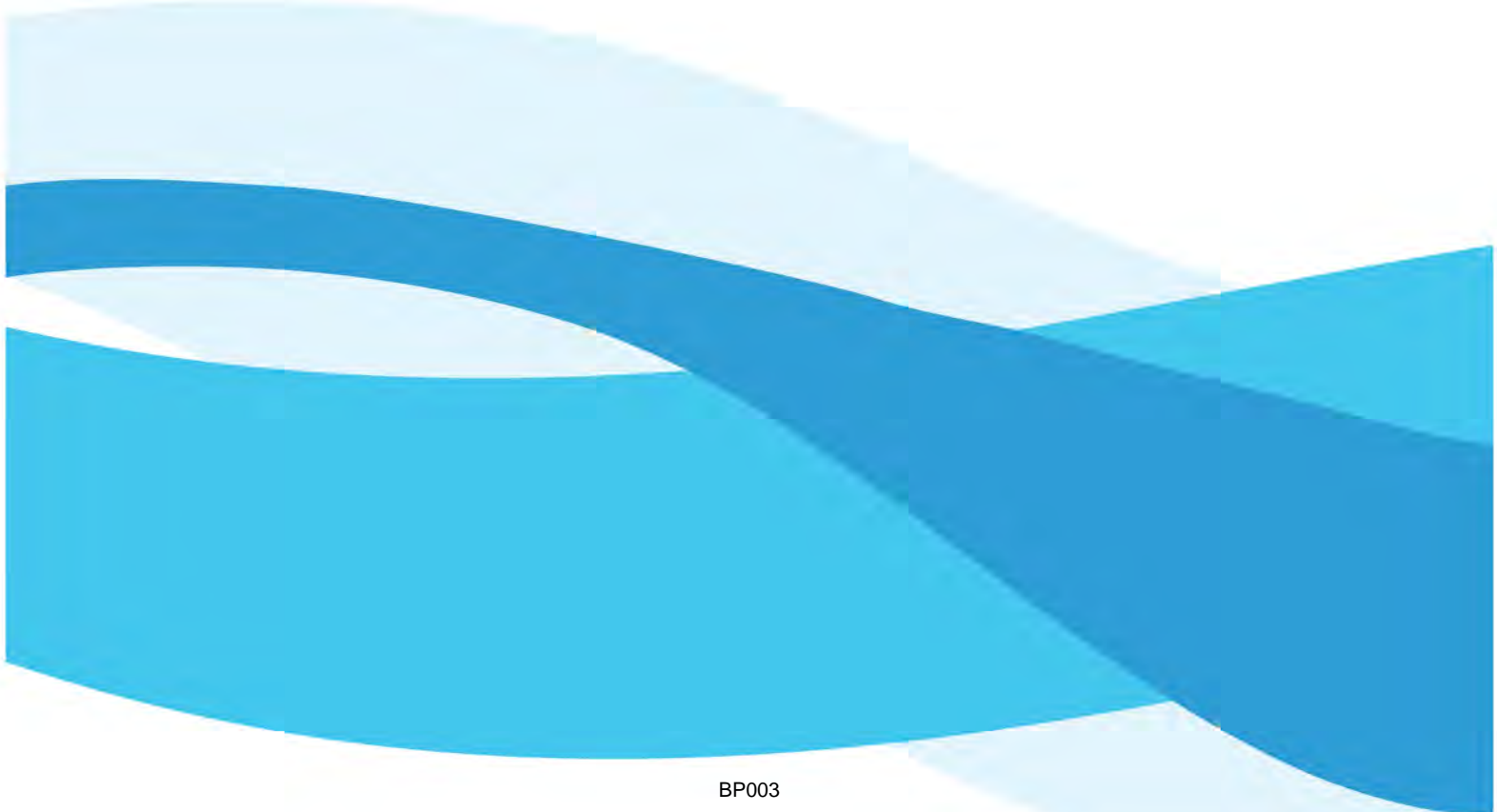


# Tab 1

Consider approval of the board meeting minutes



**MONDAY, JANUARY 26, 2026**

Minutes of the 899<sup>th</sup> meeting of the Metropolitan Water District of Salt Lake & Sandy Board of Trustees held Monday, January 26, 2026 at 4:40 p.m. at 3430 E Danish Road, Cottonwood Heights, UT 84093.

The following trustees attended the board meeting:

Tom Godfrey	-Chair
John Kirkham	-Vice Chair
Patricia Comarell	-Secretary
Florence Reynolds	-Trustee
Ralph Becker	-Trustee
Daniel Salmon	-Trustee

The following trustees were excused from the board meeting:

Cindy Cromer	-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  
Jeff Matheson, Lab Manager  
Nathan Scown, Operations Manager  
Andy Reidling, Maintenance Manager  
Ammon Allen, Engineering Manager  
Gardner Olson, Senior Engineer  
Darin Klemin, IT Department Manager  
Josh McDougall, IA&E Manager  
John Baer, Controller  
Sonya Shepherd, HR Manager  
Josh Croft, Accountant  
Breana Jackson, Executive Administrator  
Dani Cepernich, Spencer Fane  
Kelly Kopp, Utah State University Extension  
Tom Ward, Sandy City Public Utilities  
Jesse Stewart, Salt Lake City Public Utilities  
Mike Whippey, Central Utah Water Conservancy District  
Kelly Good, Jordan Valley Water Conservancy District  
Dan Hartman, HMG, Inc.  
Monica Hoyt, Carollo Engineers  
Brad Jeppson, Stantec  
Stockton Denos, AE2S

**Work Session Agenda**

1. Water Check 2025 report by Dr. Kelly Kopp
2. Report on the conditional assessment of LCWTP
3. Other

**Board Meeting Agenda**

4. Call to order
5. Public comment
6. Oath of Office for Daniel Salmon and Ralph Becker

7. Legislative update by Dan Hartman
8. Environmental Committee report
  - a. Consider approval of Utah State University water audits program for 2026
  - b. Reporting items - Environmental Committee Mission Statement – Review of Objectives
9. Engineering Committee report
  - a. Consider approval of the Purchase Contract for the purchase of actuators for process valves and gates
  - b. Consider approval of sole source procurement
  - c. Consider approval of the purchase of Ubiquiti network equipment
  - d. Consider approval of Commercial Sewer Connection Agreement with Jordan Basin Improvement District
  - e. Reporting items
10. Consider approval of Board Meeting minutes dated December 15, 2025
11. Consider acceptance of financial reports
12. Consider approval of committee replacements
13. Reporting/Scheduling items
  - a. Water supply and demand update
  - b. Quarterly check register, electronic payments, credit card expenditures reports, semi-annual deposit and investment report provided to Finance Committee for review
  - c. Annual compliance report
14. Other business
15. Items to be discussed at future meetings
16. Closed Session:
  - a. To discuss pending or reasonably imminent litigation
  - b. To discuss the character, professional competence, or physical or mental health of an individual
17. Adjourn

### Work Session

#### Water Check 2025 report with Dr. Kelly Kopp

Dr. Kelly Kopp provided an overview of the 2025 Water Check Program. She reviewed the staffing, the water check procedure, the data collection and results, the program developments, and recommendations for future years.

Ms. Comarell asked why participation numbers peaked in 2022. Dr. Kopp explained that the program's stall during the pandemic created pent-up demand, which peaked in the following years.

Mr. Salmon asked whether the post-check report provides resources and information on all identified issues for each property. Dr. Kopp confirmed it does. He also asked how the program prioritizes water check requests. Dr. Kopp emphasized the importance of the program's scheduler and their decisions regarding efficient routing and prioritization of large-scale properties, such as schools.

Ms. Reynolds inquired about the availability of a list of water-conscious landscapers. Dr. Kopp stated she can recommend a list to property owners; however, water conservation practices are not a state requirement for landscapers. Ms. Reynolds also asked if there was sufficient staff and budget to accommodate the program during a drought year. Dr. Kopp expressed confidence that the program's budget was adequate and stated she could hire additional staff within the budget if necessary.

Mr. Godfrey asked how the remaining water check requests from 2025 will be prioritized in 2026. Dr. Kopp explained those requests will be scheduled first in 2026.

Mr. Kirkham asked if there are sprinkler companies that promote and encourage the use of water-wise sprinklers. Dr. Kopp noted that some conservancy districts update contractor resources quarterly. He also asked if there had been outreach to the Jordan and Canyon School Districts. Dr. Kopp explained that

the schools visited in 2025 were requested by Salt Lake City and there has been no specific outreach from other districts.

### **Report on the conditional assessment of LCWTP**

Mr. Olson presented the process and outcome of the Little Cottonwood Water Treatment Plant (LCWTP) conditional assessment. He provided background on the purpose of the LCWTP Rebuild Project and emphasized the value of the condition assessment process. Mr. Olson then outlined the results and associated risk levels for each area of the plant, relating those risk levels to the seismic design guidelines. He identified the LCWTP as meeting a Level Three seismic performance standard, with a near-operational objective. Finally, Mr. Olson shared an estimated timeline for the project.

Mr. Kirkham referenced the Terminal Reservoir Replacement Project, noting its necessity and aging infrastructure as comparable to the LCWTP Rebuild Project. Mr. Salmon asked about the distinction between Level Three and Level Four seismic performance. Mr. Olson explained that Level Four involves a different design approach, specifically for infrastructure located directly on a fault line.

## **Board Meeting**

### **Call to order**

At 4:40 p.m. the Chair, Mr. Godfrey, called the meeting to order and welcomed board members, staff, and visitors. Ms. Cromer was excused.

### **Public comment**

No public comments were made.

### **Oath of Office for Daniel Salmon and Ralph Becker**

Mr. Salmon joined Ms. Jackson to read aloud and sign the Oath of Office. Mr. Becker then joined Ms. Jackson to read aloud and sign the Oath of Office.

Mr. Godfrey asked Mr. Salmon and Mr. Becker to share about themselves and what brought them to the Metro Water Board of Trustees. They both shared about their careers and interest in public service.

### **Legislative update by Dan Hartman**

Mr. Hartman provided an overview of the atmosphere surrounding the 2026 legislative session. He noted that appropriations committees have been asked to reduce budgets by five percent; however, Metro Water's current appropriations are expected to remain on track.

He referenced HB280, the legislation that established a water infrastructure fund several years ago. As a result of this bill, discussions are underway about mechanisms to generate more than \$1 billion annually to support the fund. At this time, no bills have been introduced to advance these efforts, but he noted they could impact Metro Water's appropriation opportunities in the future.

Mr. Godfrey asked whether, if taxation were involved, the funds would be available only to areas paying the taxes. Mr. Hartman responded that such an approach would be the likely scenario.

Mr. Hartman also highlighted HB93, which creates an opportunity for a wildlife area at Goshen Bay. He discussed a critical infrastructure bill that includes restrictions on technology and equipment sourced from foreign entities. Additionally, he described a cybersecurity bill requiring entities to maintain and annually renew an Emergency Response Plan (ERP) for cyberattacks. Under this bill, security breaches would need to be reported to the Utah Cyber Center within two hours, and the ERP would become a protected record under GRAMA.

Mr. Hartman outlined several other bills, including one changing the State Engineer's authority over decisions related to the Great Salt Lake, another addressing gender-specific language in Human Resources policies, a bill introducing new requirements for online forms used by government entities, and a bill promoting water-wise landscaping that would affect Metro Water facilities.

### **Consider approval of Utah State University water audits program**

Mr. Sorensen referenced Dr. Kopp's presentation from the work session and stated the approval before the board was for Metro Water's continued sponsorship. He invited any additional questions regarding the water audits program. The Environmental Committee discussed this item during the December 9, 2025 committee meeting and recommended approval by the full board.

Mr. Kirkham motioned to approve an amount not to exceed \$120,000 of total compensation for the water audit services performed in 2026. Ms. Comarell seconded the motion and the motion carried unanimously.

### **Reporting items – Environmental Committee Mission Statement – Review of Objectives**

Mr. Godfrey commended the Environmental Committee's mission statement and objectives, noting the positive impact they have had on Metro Water.

### **Consider approval of the Purchase Contract for the purchase of actuators for process valves and gates**

Mr. Cook provided the background for the electric actuators purchase contract. The actuators allow the remote operation of the mechanical valves throughout the treatment process. The Point of the Mountain Water Treatment Plant has over 100 actuators, many of which have exceeded the service life. Forty of the actuators were previously replaced and have since been used to supplement spare parts for the remaining actuators, however the maintenance is becoming more difficult. Staff completed with a procurement process for Rotork or Limatorque actuators and recommended DC Frost Associates/Coombs Hopkins for the procurement of Limatorque actuators.

Mr. Cook explained all vendors default to the manufacturer's warranty. For these actuators, the warranty period is 12 months from initial use or 18 months from purchase, whichever occurs first. Ms. Reynolds inquired about the contract language certifying that Metro Water will not boycott Israel. Ms. Cepernich clarified this provision is a statutory requirement for certain contracts and is only included when required. The Engineering Committee reviewed this item during the January 13, 2026 committee meeting and recommended approval by the full board.

Mr. Kirkham motioned to approve the Purchase Contract for the purchase of actuators for process valves and gates for up to \$320,000 to DC Frost Associates/Coombs Hopkins. Ms. Reynolds seconded the motion and the motion passed unanimously.

### **Consider approval of sole source procurement**

Mr. Klemin provided the background for the sole source procurement. The Enterprise network is scheduled for an upgrade to replace portions of the network without shutting down the entire system. Staff sought a sole source procurement for the network equipment due to the significant expense and system downtime associated with a different manufacturer. No vendors protested the sole source procurement with Ubiquiti Inc.

Ms. Reynolds asked if Ubiquiti Inc., was based online only. Mr. Klemin explained they have headquarters in Silicon Valley. The Engineering Committee reviewed the sole source procurement during the January 12, 2026 committee meeting and recommended approval by the full board.

Ms. Reynolds motioned to approve Ubiquiti Inc. as a sole source provider for Ubiquiti network equipment. Mr. Kirkham seconded the motion and the motion passed unanimously.

**Consider approval of the purchase of Ubiquiti network equipment**

Mr. Klemin explained the network equipment to be purchased is that referenced in the sole source procurement. The Engineering Committee reviewed this item during the January 12, 2026 committee meeting and recommended approval by the full board.

Mr. Kirkham motioned to approve the purchase of up to \$180,000 of Ubiquiti network equipment from Ubiquiti, Inc. in FY26. Ms. Reynolds seconded the motion and the motion passed unanimously.

**Consider approval of Commercial Sewer Connection Agreement with Jordan Basin Improvement District**

Mr. Allen explained the background for the agreement. Upcoming projects at Jordan Valley Water Treatment Plant (JVVWTP) will result in increased discharge into the plant's existing sewer connection. The increased discharge requires project approval from Jordan Basin Improvement District in the form of a Commercial Sewer Connection Agreement. As a joint owner of the JVVWTP, Metro Water is required to sign the agreement. Mr. Allen explained the risk and responsibility involved with the agreement and the change from requiring the Chair's signature to the General Manager's signature on the document.

The Engineering Committee discussed this item during the January 13, 2026 committee meeting and noted that if the Jordan Basin Improvement District contacts Metro Water regarding the agreement, Metro Water will respond through the Jordan Valley Water Conservancy District. The committee recommended approval by the full board.

Mr. Kirkham motioned to approve the Commercial Sewer Connection Agreement with Jordan Basin Improvement District and delegated any changes to the agreement be approved by the General Manager and legal counsel. Ms. Reynolds seconded the motion and the motion passed unanimously.

**Reporting items**

Mr. Godfrey welcomed questions regarding the Capital Projects Report. Mr. Kirkham asked about the budget reporting on the MAR project in the capital projects report versus the ASR reserve fund in the financial statements. The Capital Projects Report shows the project spent \$803,227 less than the total project budget of \$10.8 million. However, there is a negative balance in the ASR Reserve fund of \$895,491 (as of 11/30/25) because the total project expenses were more than what was in reserves.

**Consider approval of Board Meeting minutes dated December 15, 2025**

Mr. Godfrey noted two changes in the minutes: one grammatical and one reference of Ms. Reynolds as "Ms. Florence."

Mr. Kirkham motioned to approve the Board Meeting minutes dated December 15, 2025 with the aforementioned changes. Ms. Comarell seconded the motion and the motion passed unanimously.

**Consider acceptance of finance reports**

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

**Consider approval of committee replacements**

Ms. Munsey explained the need to reassign the trustees to the committees.

Mr. Kirkham motioned to approve the committee assignments. Ms. Reynolds seconded the motion and the motion passed unanimously.

### **Reporting/Scheduling items**

Mr. Sorensen provided a water supply and demand update. He discussed precipitation levels and the current snow/water equivalent. Mr. Sorensen then provided the snow/water equivalent projections, the water supply forecast, the climate forecast, and tools Metro Water uses to manage during times of drought. He explained the sources of holdover water, water conservation messaging, and supply and demand optimization methods used. Mr. Kirkham asked if there was any new information on the LaCaille construction and the Little Cottonwood Creek source. Mr. Sorensen explained we have not been treating water from Little Cottonwood Creek, but staff are hopeful the water samples will show it is clean enough to bring into the plant soon.

Mr. Kirkham confirmed the Finance Committee has received and reviewed the quarterly check register, electronic payments, credit card expenditure reports, and the semi-annual deposit and investment report.

Mr. Baer presented the completion of the annual compliance report for the board. Mr. Kirkham asked if the land and easements that have been acquired, as part of the Cottonwoods Connection Project, are being recorded as assets and depreciated. Mr. Baer explained these assets are currently considered as Construction in Progress (CIP) and upon completion of the Cottonwoods Connection Project, will be recorded as capital assets.

### **Other business**

Mr. Godfrey congratulated Mark Sarvela and Alex Reidling on their promotions.

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

Per Ms. Comarell's previous request, the report on budgeted project costs and their increases will be brought to future board meeting.

### **Closed Session**

#### **To discuss pending or reasonably imminent litigation**

Mr. Kirkham motioned to go into closed session to discuss pending or reasonably imminent litigation. Ms. Comarell seconded the motion and the motion passed unanimously.

All board members were present except Ms. Cromer, who was excused. The following staff were also present: Ms. Munsey, Mr. Cook, Mr. Allen, Ms. Jackson, and Ms. Cepernich.

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

#### **To discuss the character, professional competence, or physical or mental health of an individual**

Mr. Kirkham motioned to go into closed session to discuss the character, professional competence, or physical or mental health of an individual. Mr. Becker seconded the motion and the motion passed unanimously.

All board members were present except Ms. Cromer, who was excused. Ms. Munsey was also present.

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

**Adjourn**

At 6:42 p.m. the board meeting adjourned.

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Tom Godfrey, Chair

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Patricia Comarell, Secretary

Unapproved