

MONDAY, AUGUST 18, 2025

Minutes of the 895th meeting of the Metropolitan Water District of Salt Lake & Sandy Board of Trustees held Monday, August 18, 2025 at 4:31 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
Sonya Shepherd, HR Manager
Jeff Matheson, Lab Manager
Nathan Scown, Operations Manager
Ammon Allen, Engineering Manager
Kelly Stevens, Senior Engineer
Gardner Olson, Senior Engineer
Darin Klemin, IT Department Manager
Josh McDougall, IA&E Manager
Andy Reidling, Maintenance Manager
John Baer, Controller
Josh Croft, Accountant
Breana Jackson, Executive Administrator
Lesieli Tonga, Administrative Assistant
Ben Cilwick, Spencer Fane
Shawn Draney, Spencer Fane (participated electronically)
Tom Ward, Sandy City Public Utilities
Jeff Budge, Provo River Water Users Association
Mark Graham, Stantec Engineering
Brad Jeppson, Stantec Engineering
Brittany Sorenson, Brown & Caldwell

Work Session Agenda

1. Overview of the Little Cottonwood Water Treatment Plant rebuild project
2. Presentation on flood in Administration building
3. Other

Board Meeting Agenda

4. Call to order
5. Public comment
6. Engineering Committee report
 - a. Consider approval of Resolution 1942 approving annexation of property
 - b. Consider approval of Change Order No. AB05 for Cottonwoods Connection
 - c. Consider ratification of Change Order No. C06 for Cottonwoods Connection
 - d. Reporting items
7. Consider approval of Board Meeting minutes dated June 16, 2025
8. Consider acceptance of finance reports
9. Reporting/Scheduling items
 - a. Quarterly check register, electronic payments, credit card expenditures reports, semi-annual deposit and investment report provided to Finance Committee for review
10. Water supply and demand update
11. Other business
12. Items to be discussed at future meetings
13. Closed Session:
 - a. Strategy sessions to discuss pending or reasonably imminent litigation
14. Adjourn

Work Session

Overview of the Little Cottonwood Water Treatment Plant rebuild project

Mr. Olson introduced Mr. Mark Graham and Mr. Brad Jeppson, Stantec project engineers leading the rebuild of the Little Cottonwood Water Treatment Plant. They provided a broad scope of their roles, an overview of the rebuild project, a rundown of the Phase I schedule and its objectives, and their approach to sustainability.

The Little Cottonwood Water Treatment Plant (LCWTP) was originally built in 1960 and is in need of updated facilities that comply with current seismic safety regulations. The project's main objectives are to maintain resilience, upgrade performance, improve electrical and control systems, and provide overall organizational transformation.

The LCWTP rebuild project schedule is broken into six phases: Basis of Design, Preliminary Design, Detailed Design, Bidding Services, Construction Services, and Commissioning and Startup Schedule Contingency. The project is currently in Phase 1 with a duration of 12 months total. The phase is estimated for completion by the end of June 2026. The work in this phase is mainly focused on evaluations and assessments.

To integrate sustainability during the planning phase, the team will evaluate project opportunities, engage stakeholders, establish appropriate evaluation frameworks, and define clear sustainability goals. In the design phase, they will communicate sustainability expectations, provide staff training, embed sustainable strategies into the design, outline sustainability requirements for construction, and initiate documentation efforts. Throughout the construction phase, Stantec will implement and enforce sustainability commitments, complete all necessary documentation, and pursue certification if applicable. In the operational phase, the focus will shift to implementing asset management and monitoring systems, reporting progress to stakeholders, and driving continuous improvement through benchmarking and regular audits.

Mr. Godfrey inquired about the project's public outreach component. Mr. Jeppson explained that Kimley-Horn is leading the effort in collaboration with Stantec to develop and implement public outreach strategies. Mr. Olson noted staff and Kimley-Horn are working to establish a long-term public engagement plan that is appropriate for each stage of the project.

Ms. Cromer emphasized the importance of sustainability in the project, particularly as it relates to relationships with member cities. Mr. Kirkham requested additional information regarding the planned workshops and their participants. He also noted the potential value of involving various board committees in appropriate sessions.

Presentation on flood in Administration building

Mr. Cook provided the Board with a report on the flood that occurred in the Administration Building on June 21, 2025. He outlined the causes of the incident, how it was discovered, and the process by which it was reported to the appropriate authorities. He also highlighted the swift actions taken by staff to ensure the safety of personnel and to protect critical infrastructure. Additionally, he detailed the preventative measures implemented to reduce the risk of similar incidents in the future. He noted the \$250,000 insurance deductible was not met by the combined mitigation and repair totals which were \$75,967.39 and \$84,394.28, respectively.

Board Meeting

Call to order

At 4:31 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 Resolution 1942 approving annexation of property

Mr. Allen reviewed how Metro Water may annex properties per Utah State Code §17B-1-415. The process includes adopting an annexation resolution, then filing a notice of impending boundary action with the Lieutenant Governor. A public hearing is not required.

Sandy City recently annexed the following properties, all of which receive water from Sandy City Public Utilities:

- Bay Annexation 2 parcels
- Herzberg Annexation 1 parcel

The Engineering Committee discussed the annexations and recommended approval of Resolution 1942 by the full board.

Mr. Kirkham motioned to adopt Resolution 1942. Ms. Degiorgio seconded the motion and the motion passed unanimously.

Consider approval of Change Order No. AB05 for Cottonwoods Connection

Mr. Stevens reviewed Change Order No. AB05. CC-1 was installed in Fort Union Blvd within Cottonwood Heights City as part of the Cottonwoods Connection project. Metro Water's contract requires restoration of only those portions of roadways disturbed by construction. Cottonwood Heights City requested pavement for the full width of Fort Union Boulevard from Wasatch Boulevard to just west of Nutree Drive, and installation of a curb and gutter along that alignment.

The cost to resurface Fort Union Blvd was reviewed by Cottonwood Heights City. This change order will be fully reimbursed by Cottonwood Heights City under the 2025 Cost Reimbursement Agreement. Change Order No. AB05 includes Work Change Directive AB07 and represents a scope change and increase of \$366,239.35.

The Engineering Committee discussed the Change Order during the August 5, 2025 committee meeting and recommended approval by the full board.

Mr. Mabey motioned to approve Change Order No. AB05 for Cottonwoods Connection. Ms. Cromer seconded the motion and the motion passed unanimously.

Consider ratification of Change Order No. C06 for Cottonwoods Connection

Mr. Stevens provided a staff report on Change Order No. C06. The SLAR is actively being installed between Fort Union Blvd. and LCWTP, following an alignment generally along Nutree Drive, Deer Creek Road, and Danish Road. As part of the project, two finished water turnout vaults are being constructed to accommodate a future connection to the SLAR from Salt Lake City (SLC).

Various unknown utility conflicts and unforeseeable conditions have caused the turnout vaults to be redesigned. The new vault design includes additional piping and connection details not included in the original design. Change Order No. C06 represents an increase of \$196,049.55 to be split between Metro Water and SLC. Ms. Munsey consulted Mr. Godfrey regarding the change order and requested approval prior to the board meeting in order to avoid construction delays and additional associated costs. Authorization of the change order was granted.

A team meeting was held to discuss the need, reasoning, and logistics of the two vaults. The meeting focused on the McEntire vault. It was determined that SLC requires the vault to be constructed at this time, honoring the original scope and agreement terms between SLC and Metro Water.

The Engineering Committee discussed the Change Order during the August 5, 2025 committee meeting and recommended approval by the full board subject to resolution of the cost split. Mr. Kirkham questioned the possibility of additional costs if valves were to move again. Mr. Stevens explained any additional costs have been considered in the change order.

Mr. Kirkham motioned to ratify Change Order No. C06. Ms. Degiorgio seconded the motion and the motion passed unanimously.

Reporting items

Mr. Godfrey welcomed any questions regarding the Capital Projects report. He asked for clarification on an incomplete sentence in the FY2026 Capital Projects report for Little Dell Dam Improvements. Mr. Allen clarified the sentence's intent.

Consider approval of Board Meeting minutes dated June 16, 2025

Mr. Kirkham motioned to approve the Board Meeting minutes dated June 16, 2025. Ms. Comarell seconded the motion and the motion passed. Mr. Mabey abstained.

Consider acceptance of financial reports

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

Mr. Baer reported the auditors will be on-site on August 27, 2025 to begin the annual financial audit.

Reporting/Scheduling items

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

Mr. Sorensen provided a water supply and demand update. He discussed the Utah Lake and Jordan River Basin precipitation levels, Little Cottonwood Creek supply flows, the member cities total usage over the last 10 years, 2025 water year projections, and the climate outlook. He noted a current warning advisory issued to the public to avoid contact with the water in Utah Lake due to harmful algal blooms.

Other business

Ms. Munsey reported ongoing challenges related to staffing and employee retention within the Maintenance Department. She noted a recent decline in maintenance personnel due to a variety of factors. To support current staff and attract new applicants, a market adjustment was implemented to increase base pay for maintenance positions. Ms. Comarell inquired whether the pay scales were revised as part of this adjustment. Ms. Munsey explained the pay ranges themselves were not changed; rather, the base pay was increased within the existing ranges. This adjustment remained within budget due to the current reduction in staff.

Mr. Godfrey extended the board's welcome to new employees Nick Codella, Chad Hintze, and Caden Tanner. He congratulated Chrystle Poss on her 15-year anniversary, as well as Mac Ericksen and Blake Bowles on their 10-year anniversaries. Mr. Godfrey thanked Ms. Jackson for her work on the 2024 Annual Report, noting its successful execution. He also reported on a successful tour of Cottonwoods Connection for Salt Lake City Councilmember Puy.

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. Cromer 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. Cilwick, and Mr. Draney.

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

Adjourn

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



Tom Godfrey, Chair



Patricia Comarell, Secretary