

# Tab 6

**MONDAY, MARCH 27, 2023**

Minutes of the 870<sup>th</sup> meeting of the Metropolitan Water District of Salt Lake & Sandy Board of Trustees held Monday, March 27<sup>th</sup>, 2023 at 5:00 p.m. electronically via Zoom webinar.

The following trustees attended the board meeting virtually:

Tom Godfrey	-Chair
John S. Kirkham	-Vice Chair
Patricia Comarell	-Secretary
Cindy Cromer	-Trustee
Joan Degiorgio	-Trustee
John H. Mabey, Jr.	-Trustee
Donald Y. Milne	-Trustee

The following staff and guests attended the board meeting virtually:

Michael DeVries, General Manager  
Annalee Munsey, Assistant General Manager  
Wayne Winsor, Assistant General Manager - Chief Engineer  
Darin Klemin, IT Project Manager  
Gordon Cook, Maintenance Manager  
Sonya Shepherd, HR Program Manager  
Jeff Matheson, Laboratory Manager  
Cláudia Bauleth, Laboratory Manager  
Matthew Tietje, Operations Manager  
Nathan Scown, Assistant Operations Manager  
Ammon Allen, Engineering Supervisor  
Breana Jackson, Executive Assistant  
Josh Croft, Accountant  
Shawn Draney, Snow, Christensen & Martineau  
Dani Cepernich, Snow, Christensen & Martineau  
Jesse Stewart, Salt Lake City Public Utilities  
Tom Ward, Sandy City Public Utilities  
Keith Denos, Provo River Water Users Association  
Jeff Budge, Provo River Water Users Association  
Dan Hartman, Hartman Management Group  
Steve Van Maren, Sandy City resident  
Jacob Young, Jordan Valley Water Conservancy District  
Rick Steves

**Work Session Agenda**

1. FY2024 budget discussion
2. Other

## **Board Meeting Agenda**

1. Call to order
2. Public comment
3. Legislative update
4. Engineering Committee report
  - a. Consider ratification of capital budget transfer
  - b. Reporting items
    - i. Report on Salt Lake Aqueduct Replacement – Cottonwoods Conduit Seismic Workshop
    - ii. Capital project report
5. Management Advisory Committee report
  - a. Consider approval of organizational change for Information Technology department
6. Consider approval of Board Meeting minutes dated February 27, 2023
7. Consider acceptance of financial reports
8. Reporting/Scheduling items
  - a. Water supply and demand update
9. Other business
10. Items to be discussed at future meetings
11. Adjourn

## **Work Session**

### **FY 2024 budget discussion**

Ms. Munsey reviewed the operations and maintenance expenses, interest expenses, and costs associated with chemicals, contract services, utilities, administrative fees, and general insurance. The District is anticipating an increase of 15.68% in the overall budget for FY 2024. Ms. Munsey also reviewed the debt service, cash flow, and reserves. Ms. Shepherd discussed staffing and compensation costs as well as benefit increases for FY24. Mr. Winsor reviewed the asset management program, the capital improvement plan, and explained the revenue analysis.

Mr. Kirkham asked staff to identify all line items under “Contract Services” that are the most critical. The board discussed rate increases and the procedure to implement such an increase. The April Finance Committee meeting will be cancelled. The board will review the budget during the special Board Meeting on April 3, 2023.

## **Board Meeting**

### **Call to order**

At 5:00 p.m. the Chair called the meeting to order and welcomed board members, staff, and visitors.

## **Public comment**

No comments were made by the public.

## **Legislative update**

Mr. Dan Hartman provided the board with an update on the year's legislative session. He explained water-related legislation that passed this year and the effects it will have on the District. He made notes of specific legislation, appropriations and studies including SB127 and many bills related to water conservation, water supply, and the Great Salt Lake: HB491, HB450, HB150, SB118, and SB119.

## **Consider ratification of capital budget transfer**

On March 10, 2023 severe winds caused electrical issues at the Little Cottonwood Water Treatment Plant. As power was restored and the generator disconnected, a power surge entered the load center and destroyed one of two redundant breakers. A reconditioned breaker unit with a one year warranty was found locally for \$21,312.00 plus shipping. The source of the total proposed transfer of \$25,000, to cover this emergency purchase, would be a portion of the Little Dell Capital Improvements budget that will not be spent in FY 2023.

Mr. Kirkham motioned to approve the ratification of capital budget transfer to fund the replacement breaker for a total cost of \$25,000. Mr. Milne seconded the motion and the motion passed unanimously.

## **Reporting Items**

Mr. Winsor provided a brief report on the seismic design recommendations for the Salt Lake Aqueducts Replacement – Cottonwoods Conduit project.

Mr. Godfrey welcomed any questions regarding the capital projects report. The board asked for a report on the Division of Water Rights' visit to the Little Cottonwood Water Treatment Plant.

## **Consider approval of organizational change for Information Technology department**

Over the years, the administration of technology infrastructure duties and responsibilities have greatly increased in number and complexity. Due to the current challenges and circumstances, staff is proposing that the IT Manager position be separated strategically into three distinct management/supervisory roles within the IT Department.

Mr. Kirkham motioned to approve of the organizational changes in the IT department. Ms. Cromer seconded the motion and the motion passed unanimously.

## **Consider approval of Board Meeting minutes dated February 27, 2023**

Mr. Milne motioned to approve the Board Meeting minutes dated February 27, 2023. Mr. Kirkham seconded the motion and the motion passed unanimously.

**Consider acceptance of financial reports**

Mr. Kirkham noted impacts from the audit in the financial reports.

Mr. Kirkham motioned to accept the January 2023 financial reports. Mr. Mabey seconded the motion and the motion passed unanimously.

**Reporting/Scheduling items**

Mr. Tietje provided a water supply and demand update for the board. He reviewed the snow water equivalent, average precipitation, and creek flows for Little Cottonwood Creek. The board discussed the impacts of a temporary change application to send water to the Great Salt Lake. Mr. Tietje explained ways of monitoring flood flows on the Little Cottonwood Creek.

**Other business**

Mr. Godfrey welcomed Boston Jenson to the District and relayed congratulations to Jeff Matheson, Josie Taber, and Alyssa Allen for their promotions.

The District will host a special Board Meeting on Monday, April 3, 2023 at 3:00 p.m.

**Items to be discussed at future meetings**

No items were discussed.

**Adjourn**

At 5:49 p.m. the board meeting adjourned.

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Tom Godfrey, Chair

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Patricia Comarell, Secretary