

MINUTES
TAYLORSVILLE-BENNION IMPROVEMENT DISTRICT
Board Meeting
December 18, 2024
Taylorsville-Bennion Board Room

Board Members Present

Don Russell	Board Chair
Matthew Swensen	Trustee
Kelton Kleinman	Trustee

Staff Members Present

Mark Chalk	General Manager/ Clerk
Bruce Hicken	Director of Finance & Information/Treasurer
Tammy North	Director of Engineering & Development
Shawn Robinson	Director of Operations & Maintenance
Dan McDougal	Director of Risk & Asset Management
Dora Dominguez	Executive Assistant & Office Supervisor

Also Present

Rachel Anderson	Fabian VanCott
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The Board Chair opened the Board meeting at 2:02 p.m. and welcomed everyone. Bruce Hicken offered the prayer.

Public Comments

There was no public present.

Approval of Common Consent Items

The Board Chair discussed the approval of common consent items including Minutes for the November 20, 2024 Board meeting and public hearing, upcoming events, expense report, accounts payable, and electronic fund transfers report.

The accounts payable report in the board book contains 130 construction, operation, and maintenance vouchers #23312-23441, for a total of 130 vouchers and a dollar amount of \$1,193,332.46. The report also includes electronic fund transfers of \$363,618.92.

The following motion was made by Trustee Kleinman, seconded by Trustee Swensen:

RESOLVED: To approve the common consent items. The motion passed unanimously with the following votes:

Trustee Russell Yes
Trustee Swensen Yes
Trustee Kleinman Yes

Administrative Matters

Consider approval of the Board Meeting Schedule for 2025

The General Manager presented the 2025 Board meeting schedule for approval. The January 15 Board meeting was changed to 10:00 am. The following motion was made by Trustee Kleinman, seconded by Trustee Swensen:

RESOLVED: To approve the 2025 Board meeting schedule subject to the January 15 meeting being changed to 10:00 am. The motion passed unanimously with the following votes:

Trustee Russell Yes
Trustee Swensen Yes
Trustee Kleinman Yes

Finance & Information Matters

Review the proposed budget for 2025

Mr. Hicken remarked that nothing changed since the 2025 Tentative Budget was adopted. The Board had no questions at this time.

Discussions and Reports

General Manager – Review the public hearing agenda, and review District goals for 2025

- The General Manager reviewed the public hearing agenda
- The General Manager presented a list of District goals and actions for 2025. Goals and expectations are set with each employee or team. The Board requested a quarterly review of the District goals. The Board wants the District to be perceived as a great workplace where employees are valued, well-trained, and well-paid. The General Manager indicated that employees are sent to conferences and certification courses based on the requirements of each position. They are also trained on-site and given paid time to study for certification tests. Professional improvement is important for the Board and Executive Team.

Director of Engineering & Development – Projects and development updates

The Engineer displayed photos of the projects and reported on the following:

- 1-215 Frontage Rd – The contractor is working on the final line abandonment, fire hydrants, and cleanup.
- Midvalley Animal Clinic – The contractor poured the concrete pad around the hydrant they had installed earlier.
- Taylorville Park on 6200 – The sewer line has been installed and the meter vault has been relocated

- Bus Rapid Transit – The contractor poured concrete for a signal pole and part of it was over a TBID waterline. They chipped out the concrete over the waterline to ensure access to the waterline.
- 1130 West Waterline – The District is still waiting on easements from Rocky Mountain Power and there is no estimated length of time for this to occur.

The Engineer reiterated that TBID's employees are constantly aware of their surroundings in the District. They are quick to respond and advise when something affects the District. In the case of the Bus Rapid Transit issue, the Water Quality Supervisor, Mr. Marshall Crabtree, noticed the contractor was pouring concrete over the District's waterline.

Director of Finance & Information – November financials, EUM

Mr. Hicken remarked that interest rates were still at 5% in November. Operating Revenue is 6.4% over budget, mainly due to water sales. Operating expenses are 11.2% under budget. Over half of the difference is from Central Valley. Capital expenditures are \$18.5M below budget, mainly due to the 1130 West and Meadowbrook Waterlines Replacement projects not being completed in 2024. There have been no significant changes in EUM.

Operations & Maintenance - November water reports

Mr. Robinson reviewed the water reports. He remarked that precipitation and snowfall are below average. November water sales were better than in the last three years. Year-to-date sales are 13,063 acre-feet. Water sales are estimated to end the year at 13,500 acre-feet. Trustee Swensen praised Mr. Karl Slade for a great job on the 1:1 peak factor at Jordan Valley and remarked that it is important to cross-train other employees on that task.

Risk & Asset Management - November customer water usage reports

Mr. McDougal indicated that residential usage in November was 16 million gallons higher than last year. Most of that difference is probably from the improved accuracy of the new meters. Mr. McDougal will continue to note the difference in usage over the next year.

Trustees – Updates, discussion, reports

Trustee Kleinman asked for clarification on the Wastewater Line Replacement category that shows red in the EUM. The Engineer explained that if more than a mile of sewer pipe needs to be lined it is a significant commitment and the category needs to be red as per District standards. The District will be lining next year.

Board members, the Attorney, and their significant others are invited to the District luncheon on December 20th at noon.

The board meeting went into recess

Public Hearing
TAYLORSVILLE-BENNION IMPROVEMENT DISTRICT
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Matthew Swensen	Trustee
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Staff Members Present

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Also Present

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At 3:00 pm, the Board Chair welcomed everyone to the public hearing concerning the adoption of the tentatively adopted 2025 budget. He reviewed the rules for the public hearing and remarked that a 2-minute time limit was set for questions or comments from each resident. The Board Chair asked Mrs. Dominguez for verification of legal requirements.

Verification of legal requirements

Mrs. Dora Dominguez stated that in accordance with Utah Code 17B-1-609, notice of the public comment regarding the adoption of the tentatively adopted 2025 budget was posted in 3 public places within the District. The agenda was also posted on the Utah Public Notice website and the District's website. In addition, the District posted notice of this hearing on its Facebook page and attempted to notify the public by including a message on its December bill. The District has met all legal notice requirements for this public hearing.

Open public hearing to seek public input on Taylorsville-Bennion Improvement District's adoption of the tentatively adopted 2025 budget

The following motion was made by Trustee Swensen and seconded by Trustee Kleinman:

RESOLVED: To open the public hearing to seek public input on Taylorsville-Bennion District's adoption of the tentatively adopted 2025 budget. The motion passed with the following votes:

Trustee Russell	Yes
Trustee Swensen	Yes
Trustee Kleinman	Yes

Presentation of the adoption of the tentatively adopted 2025 budget

Mr. Hicken outlined the budget process and noted that the District is in the final step: the 2025 Budget hearing and adoption. He remarked that operating income includes a 3% rate increase in water and sewer. No changes were made to the tentatively adopted budget, which has been available at the District for 30 days. The proposed 2025 Budget is \$23,910,000. Mr. Hicken listed a few actions taken to minimize the impact on customers. Benchmarking was also analyzed by comparing neighbor entities. TBID was found to spend 34% less per connection and have 49% more connections than average per employee. The Proposed 2025 non-operating budget is \$4,644,400 and the proposed 2025 capital project budget is \$27,945,700. The 2025 reconciliation to cash budget is a \$9,944,400 cash reduction.

Questions or comments from Trustees

There were no comments from the Trustees.

Invitation for Public Comment

The Board Chair opened the public hearing for public questions or comments. There was no public present.

Motion to close public comment session

The following motion was made by Trustee Kleinman and seconded by Trustee Swensen:

RESOLVED: To close the public comment session. The motion passed with the following votes:

Trustee Russell	Yes
Trustee Swensen	Yes
Trustee Kleinman	Yes

Trustee and Staff response and summary

Trustees thanked the staff for a great financial year.

Motion to close the public hearing and return to the Board meeting

The following motion was made by Trustee Kleinman and seconded by Trustee Swensen:

RESOLVED: To close the public hearing and return to the Board meeting. The motion passed with the following votes:

Trustee Russell	Yes
Trustee Swensen	Yes
Trustee Kleinman	Yes

Administrative Matters

Consider approval of Resolution 24-16, Adoption of the 2025 Budget

The following motion was made by Trustee Swensen and seconded by Trustee Kleinman:

RESOLVED: To approve Resolution 24-16, Adoption of the 2025 Budget. The motion passed with the following votes:

Trustee Russell	Yes
Trustee Swensen	Yes
Trustee Kleinman	Yes

Adjourn – The following motion was made by Trustee Swensen, seconded by Trustee Kleinman:

RESOLVED: To adjourn the Board meeting at 3:08 p.m. The motion passed unanimously with the following votes:

Trustee Russell	Yes
Trustee Swensen	Yes
Trustee Kleinman	Yes

A handwritten signature in cursive script that reads "Donald Russell". The signature is written in black ink and is positioned above a horizontal line.

Donald Russell, Chair of the Board of Trustees