

MINUTES
TAYLORSVILLE-BENNION IMPROVEMENT DISTRICT
Board Meeting
November 20, 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 4:00 p.m. and welcomed everyone. Dan McDougal offered the prayer.

Public Comments

Ricky Peterson arrived a few minutes after the Board meeting had begun. He had no comments.

Approval of Common Consent Items

The Board Chair discussed the approval of common consent items including Minutes for the Strategic Planning Meeting held on October 18, 2024, upcoming events, expense report, accounts payable, and electronic fund transfers report.

The accounts payable report in the board book contains construction, operation, and maintenance vouchers #23120-23311 for a total of 191 vouchers, with a dollar amount of \$2,151,870.36. The accounts payable report also includes electronic fund transfers of \$338,168.52.

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

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

Discussion on an updated District Logo

The General Manager reported that TBID is creating a new ADA-Compliant District website. The District's name is hard to read in the current logo. The General Manager remarked that the Executive Team discussed different options and suggested the Logo with the name of the District bolded and colors of the writing changed to contrast with the background color to improve the legibility of the writing.

Trustee Swensen asked about the cost of implementing the new logo. The General Manager indicated that the District intends to use the existing stationary. The new logo will be implemented as stationary is reordered. The Board agreed to update the District logo.

Consider approval of Resolution 24-13, Religious Accommodation Policy

The General Manager reported that House Bill 460 was signed into law. House Bill 460 requires the District to adopt a Religious Accommodation Policy under Title VII of the Civil Rights Act. The Attorney noted that the employee can request reasonable accommodation verbally or in writing. Employees must be able to perform the essential job functions either with or without reasonable accommodation. The District would determine whether the reasonable accommodation would constitute an undue hardship on a case-by-case basis.

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

RESOLVED: To approve Resolution 24-13, Religious Accommodation Policy. The motion passed unanimously with the following votes:

Trustee Russell	Yes
Trustee Swensen	Yes
Trustee Kleinman	Yes

Consider signing the Memorandum of Understanding (MOU) with CVWRF

The General Manager reminded the Board that the MOU with Central Valley delineates ownership of each agency. He noted that an adjustment was made in the pipeline affected by the structure replacement section. The following motion was made by Trustee Kleinman, seconded by Trustee Swensen:

RESOLVED: To approve the first amendment to the Memorandum of Understanding with CVWRF. The motion passed unanimously with the following votes:

Trustee Russell	Yes
Trustee Swensen	Yes
Trustee Kleinman	Yes

Engineering and Information Matters

Consider awarding contracts for engineering services

The Engineer remarked that eight Requests for Qualifications (RFQs) were received for the professional engineering consulting services pool. The District intends to select the top 3 firms to

enter a 5-year contract to perform design and other professional services. The General Manager, the Director of Finance, and the Engineer reviewed the proposals for experience, work history, references, key personnel, expertise, and qualifications. After the review, the top three firms were Bowen Collins and Associates, Horrocks Engineers, and Jones and DeMille. The District recommends entering into contracts with the above-mentioned engineering firms.

The Board inquired about the following:

- Is an engineering pool a common practice? The Attorney indicated that an engineering pool is a common practice.
- How is an engineering firm picked from the pool to work on a project? The Engineer explained that based on the project, the District can choose a firm. The District likes to rotate and spread out the work among the firms. The pool focuses on the firm's qualifications. The individual project contracts are negotiated based on scope and fee. The District can bid out on specialty projects, and projects with a larger fee such as the siphon project.
- Would the District have a specific contact at each of the firms? The Engineer remarked that the District already has contacts at Bowen Collins and Associates and Horrocks Engineers since they are currently in the engineering pool. Horrocks Engineers purchased CRS Engineers. Jones and DeMille have assigned an engineer as a primary contact.
- What is the biggest factor that differentiated the top three firms from the others? The Engineer noted that the biggest difference is the business references.

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

RESOLVED: To enter into contracts for engineering services with Bowen Collins and Associates, Horrocks Engineers, and Jones and DeMille. The motion passed unanimously with the following votes:

Trustee Russell	Yes
Trustee Swensen	Yes
Trustee Kleinman	Yes

Consider approval of the Detail Standards and Specifications update

The Engineer indicated that the District's Standard Details and Specifications are reviewed annually to provide the most consistent and reliable infrastructure possible. She noted that this update includes modifications to existing details at the request of the District Inspector, water and sewer supervisors, operations, and water quality department. The intent is to provide clarity and reduce confusion between contractors and the District as well as parts to be readily available. The following motion was made by Trustee Russell, seconded by Trustee Swensen:

RESOLVED: To approve the District's Standard Details and Specifications update. The motion passed unanimously with the following votes:

Trustee Russell Yes
Trustee Swensen Yes
Trustee Kleinman Yes

Finance & Information Matters

Consider approval of the 2025 Tentative Budget

The Director of Finance highlighted the differences from the preliminary budget. He indicated that the original cost estimate for the storage building was \$3.42M. The updated cost estimate came in at \$4.25M. This increase has been reflected in the Tentative Capital Budget. Mr. Hicken noted that the Operating Budget has been adjusted for 3%, or \$135,100 possible pay adjustment discussed in the October board meeting. The 1:1 peaking factor savings from Jordan Valley was added to the annually recurring savings, along with the total amount of \$4,227,000 One-Time District Savings, and \$2, 215,500 Annually Recurring District Savings. Mr. Hicken remarked that to generate \$2.2M more a year, each customer would have to pay about \$7-8 more per month. The following motion was made by Trustee Swensen, seconded by Trustee Kleinman:

RESOLVED: To approve the 2025 Tentative Budget. The motion passed unanimously with the following votes:

Trustee Russell Yes
Trustee Swensen Yes
Trustee Kleinman Yes

Review the proposed Rate and Fee Schedule for 2025

Mr. Hicken remarked that no changes have been made to the proposed Rate and Fee Schedule since the last Board meeting. He reiterated that water and sewer rates will increase by 3% as per the rate study. Man-hour-based fees were updated accordingly. Sewer Impact Fees increased as stated in the approved Impact Fee Analysis. Water meter charges and connection fees were adjusted according to cost.

Risk & Asset Management Matters

Review the District’s Conservation Plan update

The Director of Risk & Asset Management indicated that the District’s Conservation Plan update that will be presented during the public hearing is the same plan reviewed in detail during the Strategic Planning Meeting in October. He noted that a Resolution needs to be signed to adopt the conservation plan update.

Consider closing out the District Fuel Tank Replacement Project

Mr. McDougal presented the final project completion report for the Fuel Tank Replacement Project. The diesel and unleaded tanks were upgraded to a 20,000 underground storage tank which holds 10,000 gallons of each. The original construction contract amount with Spackman Enterprises was \$408,647. Change orders accounted for \$11,100, causing a 2.7% increase in the original contract amount. Change orders consisted of extra work associated with additional rebar application and road base requested by the District. The total final construction cost was \$419,747. The following motion was made by Trustee Kleinman, seconded by Trustee Swensen:

RESOLVED: To approve the closeout of the District Fuel Tank Replacement Project. The motion passed unanimously with the following votes:

Trustee Russell	Yes
Trustee Swensen	Yes
Trustee Kleinman	Yes

Consider closing out of the District Landscaping Improvement Project

Mr. McDougal reviewed the final project completion report for the District Landscaping Improvement Project. This project included the erosion control and soil stabilization of the Low Zone South Reservoir site and the removal of the District office park strip turf along 4700 South. The Design was completed by Bowen Collins & Associates. The original design contract amount was \$39,781. The final design cost was \$26,699.50. TerraWorks was the construction contractor for this project. The original construction contract amount was \$255,755. Several efficiencies were implemented in construction survey, clearing/grubbing/hauling, and irrigation. Efficiencies accounted for a credit of \$3,905, or 1.5% of the total contract amount. The total construction cost was \$251,850. The following motion was made by Trustee Swensen, seconded by Trustee Kleinman:

RESOLVED: To approve the closeout of the District Landscaping Improvement Project. The motion passed unanimously with the following votes:

Trustee Russell	Yes
Trustee Swensen	Yes
Trustee Kleinman	Yes

Discussions and Reports

General Manager – Review the 2025 conference schedule, review the 2025 Board meeting schedule, review the 2025 JVWCD Board meeting schedule, review new JVWCD Trustee division boundaries, review the public hearing agenda

- The General Manager presented the 2025 conference schedule along with staff attendees for each and noted that UMC reservations must be made ASAP if the Board is interested in attending.
- The General manager asked the Board to review the 2025 Board meeting schedule and to let him know before the next board meeting if any dates need to be changed.
- The 2025 JVWCD Board meeting schedule is enclosed for everyone's knowledge.
- The General Manager indicated that Districts account for 1/3 of the water contracts at JVWCD. The JVWCD assigned Districts one chair in their Board based on its new Division Boundaries. Districts remain non-nominating entities as per law. Each city served by the districts would nominate two people to occupy the district's assigned chair. The General Manager is working to establish a process to nominate candidates to represent the Districts.
- The General Manager reviewed the public hearing agenda

Director of Engineering & Development – Projects and development updates

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

- 24" Line replacement along 1130 West – Rocky Mountain Power accepted the District's second counteroffer
- UDOT 4700 South Bangerter Project – The contractor is working on the clean-up. Some lines still need to be abandoned, but it will most likely happen in the Spring.

The Engineer displayed several pictures of TBID inspections of non-district projects that may affect District lines.

Trustee Kleinman asked for an update on the two properties that shared one water and sewer lateral. The District proposed an exception to install a water line and continue to share the sewer lateral. Mrs. Anderson indicated that the Lube Shop's attorney is not very responsive. Recently, the Lube Shop received bids for exorbitant amounts. The District has offered to provide names of contractors who might perform the job at a lower cost. The deadline to sign the agreement is the end of the year.

Director of Finance & Information – October financials, EUM

Mr. Hicken remarked that the District is about 7% over budget in revenues mostly due to water sales. Summit Vista made an impact payment which caused non-operating revenues to increase. Afterward, Summit Vista changed its meter size and the difference in costs of the meter size was refunded. The refund caused non-operating revenues to appear to drop. Operating expenses are \$2.2M under budget, about \$1.2M of that difference is from Central Valley. There were no significant changes in the EUM.

Operations & Maintenance - October water reports

Mr. Robinson reviewed the water reports. He remarked that high temperatures and low precipitation in October helped water sales. Sales were higher than in the last three years. Mr. Robinson indicated that Karl Slade, the Water Supervisor, performed an impressive job at meeting the 1:1 peaking factor at Jordan Valley. The District has no wells running. The District is using 100% Jordan Valley water and anticipates doing so through the rest of the year.

Risk & Asset Management - October customer water usage reports

Mr. McDougal indicated that residential customers continued to water into October. Tier 3 and Tier 4 doubled in percentage from October 2023.

Trustees – Updates, discussion, reports

Trustee Swensen confirmed the December 18th Board meeting at 2:00 pm, followed by a public hearing at 3:00 pm. Trustee Swensen congratulated the District for a great article in the Taylorsville Journal. The General Manager remarked that the District Holiday Luncheon is on December 20th at noon. Board spouses are invited to attend.

Trustee Swensen asked about any future legislation regarding fluoridation. The General Manager indicated that JWCD submitted a request to pause fluoridation until it is proven that it is healthy to stop fluoridation completely. The General Manager will keep the Board updated on that subject.

Open Closed Session

To discuss the character, professional competence, or physical or mental health of one or more individuals

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

RESOLVED: To go into a closed session to discuss the character, professional competence, or physical or mental health of one or more individuals. The motion passed with the following votes:

Trustee Russell	Yes
Trustee Swensen	Yes
Trustee Kleinman	Yes

Come out of closed session and return to regular session

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

RESOLVED: To come out of closed session. The motion passed with the following votes:

Trustee Russell	Yes
Trustee Swensen	Yes
Trustee Kleinman	Yes

**Public Hearing
TAYLORSVILLE-BENNION IMPROVEMENT DISTRICT
November 20, 2024
Taylorsville-Bennion Board Room**

Board Members Present

Don Russell	Board Chair
Matthew Swensen	Trustee
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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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At 6:00 pm, the Board Chair welcomed everyone to the public hearing concerning the proposed rate and fee increases and the District's Water Conservation Plan update. 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-1-111 & 17b-1-643, a notice of the public hearing to receive public comment regarding the District's intent to increase rates and fees, as well as to update the District's Water Conservation Plan, was posted in three public locations within the District. The notice and agenda were also posted on the Utah Public Notice website, the District's website, and its Facebook page. It was also shared on Twitter. The District attempted to notify the public by including a message on their November bill. For those who don't receive a paper copy of their bill, an email was sent to the address the District has on file. 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 proposed rate and fee increases and update to the District's Water Conservation Plan

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 proposed rate and fee increases and update to the District's Water Conservation Plan. The motion passed with the following votes:

Trustee Russell	Yes
Trustee Swensen	Yes
Trustee Kleinman	Yes

Presentation of the proposed rate and fee increases

Mr. Hicken presented the proposed 2025 rate and fee increases. He remarked that the District's primary focus is fiscal sustainability and responsible rates. He indicated that water and sewer rates are scheduled to increase by 3%, as the rate study suggested. The average customer monthly bill impact for someone using 15K gallons of water would be an increase of \$2.10, or 2.50%. The percentage increase on the bill is less than 3% because the Central Valley fee is not increasing. Mr. Hicken also outlined actions taken that resulted in cost savings to minimize the impact on District customers. He noted that one-time impact savings total more than \$4,227,000 and annually recurring impact savings total \$2,215,500. Mr. Hicken presented an updated analysis among valley entities regarding connections and connection costs to employees. TBID spends 34% less per connection and handles 49% more connections per employee than the average entity. Man-hour-based fees were updated accordingly, sewer impact fees increased as stated in the approved Impact Fee Analysis, and water meter charges and connection fees increased according to cost. Mr. Hicken added that surplus revenue is used to fund capital projects.

Mr. Hicken highlighted several avenues used to notify the public of this hearing. He indicated that no customer feedback was received. Two calls were received asking for the public hearing date and time, but they did not have any comments. Mr. Hicken compared TBID's rates and fees among nine other entities where TBID's cost is 30% lower than the average. A Taylorsville resident would pay

\$20.90 in property taxes on a \$500K home compared to other entities' property taxes that range from \$44.28-\$147.68.

Presentation of the Water Conservation Plan Update

Mr. McDougal remarked that the District's Water Conservation Plan must be updated every five years. In 2000, the State of Utah mandated a reduction of 25% or a goal of 186 gallons per day per capita by 2025. The District exceeded its goal early at a 5-year average of 171 gpd. The Salt Lake County has recently updated the original conservation goal for the Salt Lake County Water Conservation Region by an additional 19% reduction by 2065.

The District conservation plan is to maintain or be less than the 5-year average of 171 gpd through 2029. Mr. McDougal highlighted the tools that will be utilized for this purpose.

- The District will promote the water conservation capabilities of the new meter portal to its customers. The District's goal is to increase 1% annual enrollment.
- The District will continue participating in the Utah Water Savers and the Jordan Valley rebate programs.
- The District will continue to advocate for conservation efforts and attend conservation committee meetings.

Questions or comments from Trustees

Trustee Swensen asked for the names of the entities in the rate and fees, and annual property tax comparison. Mr. Hicken indicated that the comparison was made with Magna Water, Granger Hunter Improvement District, Kearns Improvement District, Cottonwood Improvement District, Mount Olympus Improvement District, South Valley Sewer District, and Sandy Suburban Sewer District.

Invitation for Public Comment

The Board Chair opened the public hearing for public questions or comments. Customers in the public hearing refused to provide their addresses.

Comment: Michelle Paradise thanked the District staff for the savings throughout the year. She asked the Board to find a way to reduce availability fees. Her last bill was slightly more than a dollar for water and \$40 for availability fees. Ms. Paradise considers that availability fees should be reduced by 50%. Property and income taxes ought to be used to offset availability fees.

Response: The Board Chair thanked Ms. Paradise for attending the public hearing and her comment. He explained that the escalating rates in the last several years are largely due to the US Government mandating nitrogen and phosphorus removal at Central Valley. Central Valley has incurred over \$440M to build a new plant to comply with US Government requirements. TBID and six other entities have been paying for this project.

Trustee Kleinman thanked Ms. Paradise for attending the public hearing. He remarked that the Board and Management would review the availability fees and the possibility of decreasing them. Trustee Swensen echoed Trustee Kleinman's comment.

Comment: O. Christiansen indicated she was against the 3% rate increase in water and sewer. She believes availability fees are unreasonably high. Her bill is over \$40 in availability fees and her water usage for 1K gallons is over a dollar. Ms. Christiansen believes TBID's water has an unpleasant taste and is high in minerals. She considers TBID to have terrible water quality.

Response:

The Board Chair emphasized that the impact on Ms. Christiansen's water bill, given that she mentioned her low usage, will be slightly more than one dollar a month. The Board Chair noted that water quality and taste may be impacted in the Spring and the fall when wells are started and shut down. Trustee Kleinman indicated that inflation in the last few years has affected the price of everything. Construction costs have significantly increased. Food prices have increased by about 27%. Trustee Kleinman remarked that through great management TBID has been able to mitigate the cost and offer water and sewer at only a 3% increase in 2025. He added that TBID received awards for the Best Tasting Water in Utah. Trustee Swensen apologized for TBID water not meeting Ms. Christiansen's water quality expectations.

The General Manager explained that water in Utah is naturally high in minerals. A water softener can help reduce the hardness of the water. He explained that every water and sewer entity charges availability fees. Availability fees are used to cover some of the fixed costs to maintain the infrastructure. The District is a non-profit entity and must maintain over 200 miles of water pipelines. Rates are set based on independent rate studies conducted by a third party. The Board is responsible for overseeing the District's business and affairs. The General Manager stated that the District provides the best water quality at the lowest cost possible.

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

Trustee Kleinman thanked staff for their dedication to providing reliable water.

Motion to close the public hearing

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

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

Trustee Russell	Yes
Trustee Swensen	Yes
Trustee Kleinman	Yes

Administrative Matters

Consider approval of Resolution 24-14, Adoption of the Rate and Fee Schedule for 2025

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

RESOLVED: To approve Resolution 24-14, Adoption of the Rate and Fee Schedule for 2025. The motion passed with the following votes:

Trustee Russell	Yes
Trustee Swensen	Yes
Trustee Kleinman	Yes

Consider approval of Resolution 24-15, Water Conservation Plan Update

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

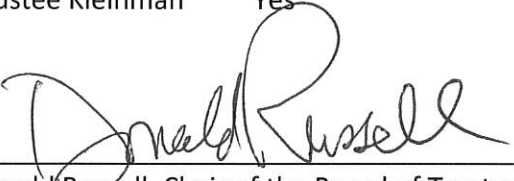
RESOLVED: To approve Resolution 24-15, Water Conservation Plan Update. The motion passed with the following votes:

Trustee Russell	Yes
Trustee Swensen	Yes
Trustee Kleinman	Yes

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

RESOLVED: To adjourn the Board meeting at 6:58 p.m. The motion passed unanimously with the following votes:

Trustee Russell	Yes
Trustee Swensen	Yes
Trustee Kleinman	Yes



Donald Russell, Chair of the Board of Trustees