



BOARD OF TRUSTEES MEETING MINUTES
December 1, 2021

Minutes of a public meeting of the board of trustees of the Washington County Water Conservancy District, held on Wednesday, December 1, 2021, at 533 East Waterworks Drive, St. George, Utah at 6 pm. Those board members present for the meeting were: Chair Ed Bowler, Chris Hart, Kevin Tervort, Chris Hart, Michele Randall, Adam Bowler and Ken Neilson. Victor Iverson was not present. Also present were General Manager Zach Renstrom, Associate General Managers Corey Cram and Brie Thompson. Jodi Richins, Attorney; Karen Barnum, Senior Accountant; Karry Rathje, Communications and Government Affairs; and Roberta McMullin, Secretary/Treasurer were also present. Other guests at the meeting are included in the sign in sheet.

Chair Ed Bowler welcomed everyone to the meeting.

The first item on the agenda was *a public hearing on the Water Conservation Plan.* Karry Rathje introduced the water conservation plan, a copy of which is attached to these minutes. The Utah State legislature requires water providers, including water conservancy districts, to submit a water conservation plan every five years and requires a notification procedure including delivery of the plan to the media and each municipality and the county. These state requirements are explained on page 5 of the plan.

Karry reviewed the following aspects of the plan:

Achievements - The county has reduced its per capita water use more than 30% since 2000 which is much higher than the state average of 18%. We were also first to pass a water conservation plan, eliminate “take or pay” contracts and create a desert demonstration garden.

Goal – The goal is to achieve a 14% reduction in per capita water use by 2030, using 2015 as the baseline year as shown on page 10. This would cost approximately \$12 million annually through 2025.

Programs – Karry reviewed some of the water conservation programs included in the plan. Some that were discussed briefly were the landscape conversion rebate for removing turf, hot water demand rebate, leak device and flow sensor rebate, customized incentive program for high water users, water audits for hotels and motels and new development standards. Other programs are listed on page 13 of the plan.

Implementation – Implementation of the plan will include additional staffing, increased spending, management by the water conservation team and will be publicized by the communications department. This is discussed in more detail on page 15 of the plan.

Evaluation Process - This is to assess progress, as noted on page 16, and includes analyzing water demand, tracking performance trends, reporting program performance, and assessing marketing and outreach programs.

There were no questions from the Board and the Chair opened the public hearing on water conservation.

Mayor Bramall asked about if the water district has set money aside to work with NRCS on juniper removal. Zach said they do work with NRCS on this, but the tough part is the wilderness areas. Those are hard to clear because they won't let them use chainsaws, but it is crucial to make sure watersheds are healthy.

Mayor Bramall said he appreciate the work the water district has done and the help the cities receive from the district.

The Resolution of the Washington County Water Conservancy District Board of Trustees Adopting the 2021 Water Conservation Plan Update was put on the screen for all to review after which the following motion was made:

Ken Neilson moved to adopt the Resolution of the Washington County Water Conservancy District Board of Trustees Adopting the 2021 Water. Adam Bowler seconded the motion, and a roll call vote was taken:

Ed Bowler	Yes
Adam Bowler	Yes
Victor Iverson	Absent

Chris Hart	Yes
Michele Randall	Yes
Ken Neilson	Yes
Kevin Tervort	Yes

The next item on the agenda was a public hearing on the 2022 budget. Senior Accountant Karen Barnum reviewed some minor changes that have been made to the preliminary budget presented at the November board meeting. She indicated a budget item was added for Hurricane City water to Fund 20 on Page 5. Also, some minor adjustments to salaries and benefits have been made. Some money was added to benefits as our health insurance will be going up and Zach wanted more of a buffer for health insurance. Karen told the board these were the only changes made from the preliminary budget.

Ed asked for any questions from the board. Chris Hart said he couldn't see a total budget for all the funds. Karen said they follow the state format, and it doesn't show a total. You have to add the funds together.

There were no further questions from the board. Ed noted the board was given the preliminary budget in November and time to take it home and review it.

Ed opened the public hearing on the 2022 budget. There were no comments or questions from those in attendance.

Chris Hart asked that now we have adopted the water conservation plan, is there going to be additional revenue required there and will we need to reopen the budget when we know what the anticipated costs will be for this in 2022. Zach said the water conservation fund has \$1.5 million dollars. This has some flexibility and wiggle room to match grants. If more is needed, he will come back to the board to see how they want to handle it.

There were no further comments and Chair Ed Bowler closed the public hearing.

Chris Hart made a motion to approve the 2022 budget presented, with the notation that because of the water conservation plan and the potential programs in that plan, the budget may have to be reopened with modifications made to accommodate the water conservation plan. Kevin Tervort seconded the motion. All voted aye.

Review expenditures year to date – Zach passed copies to each board member of the expenditures year to date. Zach said this is all reported to the state and is on the state transparency website, but he would like the board to have this information and take it home and review it and contact him if there are any questions or concerns. Karen will send the board a copy in PDF format that is in a larger font.

Consider Resolution Allocating any Fund Balances in the General Fund and Water Fund to the Capital Projects Fund - Zach told the board this is something that we do every December to put any fund balances in the general or water fund into the Capital Projects fund.

Chris Hart moved to adopt the Resolution Allocating any Fund Balances in General Fund and Water Fund to the Capital Projects Fund. Ken Neilson seconded the motion and all voted aye.

Review of proposed board of trustees' meeting schedule for 2022 – The board reviewed a proposed meeting schedule for 2022 board meetings. Most of the meetings are the first Wednesday of the month. Zach said the board needs to approve the schedule or suggest changes.

Michele Randall moved to approve the proposed 2022 Board of Trustees' Meeting Schedule. The motion was seconded by Kevin Tervort. All voted aye.

Consider amending water line easement agreement in Bench Lake area that was discussed at last board meeting – Zach reviewed with the board the parcels the district owns in the Bench Lake area on Google Earth. The district acquired this property when Sand Hollow Reservoir was being built because of the good clay material on these parcels. The state engineer has said it is some of the best clay in the state. The district took material out of one side to build Sand Hollow reservoir. When Toquer and Ash Creek Reservoirs are built they will use more of this material. Zach said that when the district is done building the reservoirs the parcels will be depressed from removing the material and Hurricane City would really like the property. Hurricane is doing some master planning. They want to run a waterline on the northern borderline of this property for growth in that area. The board approved this. The developer has been working with Hurricane City to see if they can get this moved closer to the property line.

Kyle Fielding was introduced. He is a local attorney who works for the developer. They paid for an appraisal for the easement. The board already approved the

easement which was 13 ½' from the property line but with the removal of the clay material in the easement. The developer was concerned with the cost of the material removal.

Chris Hart said they need to agree that we can harvest material up to 10' of the property line. It is not our job to save the developer money.

After discussion the following motion was made:

Adam Bowler made a motion to approve the amended water line easement with the following conditions: that the district reserves its ability to go within 10' of the property line, the permanent easement can be at the water district's staff's discretion in working with Hurricane City and subject to an agreement with Hurricane City. Kevin Tervort seconded the motion and all voted aye.

Consider a Resolution Authorizing an Increase in the Water Development Surcharge for Excess Water Use – The board has discussed this and how to proceed for the last year and half. Zach said he is bringing it back to the board to see how they want to proceed and move forward. Zach reviewed the basics that municipal customers will continue to pay a water development surcharge of \$1.75 per ERU per month. They would pay an excess water use surcharge of \$1.00 per thousand gallons of water use. For ¾" meter the monthly threshold would be 36,000 gallons. There are some exceptions for watering of cattle. Since most people are paying by credit card the district has agreed that the cities can keep 5% to cover that fee and administrative costs.

Zach asked the board how they wanted to move forward and if there were any questions. If the board moves a motion Zach said they will start sending out letters to high end users to say this will go into effect in three or four months.

There was discussion and it was suggested that they change the last section from instead of just cattle to equivalent livestock unit which would include sheep and other livestock.

Chris Hart moved to adopt a resolution to approve the Resolution authorizing an Increase in the Water Development Surcharge for Excess Water Use with the proposed change and with implementation at the general manager's discretion. The motion as seconded by Adam Bowler and a roll call vote was taken as follows:

Ed Bowler	Yes
Adam Bowler	Yes
Victor Iverson	Absent
Chris Hart	Yes
Michele Randall	Yes
Ken Neilson	Yes
Kevin Tervort	Yes

The next item on the agenda was a status reports on projects:

Ash Creek & Toquer Reservoirs and 3-million-gallon storage tank in Cottam well field– Corey reported that they are continuing the slip line to tie into the water line. That pipe will be grouted, and they are already in the outlet. He said the project is moving along nicely. They also have to relocate a sewer lift station that Ashcreek has and that will go out to bid in December. They are working on the design for recreation on the Toquer Reservoir. Corey reported that they are also working on a three-million-gallon tank for storage by Cottam well field. They had a pre-bid meeting yesterday.

Lake Powell Pipeline – Zach said he will be meeting with the head of the Bureau of Reclamation in Las Vegas at the Colorado River Water Users conference. She is supposed to give some feedback on the Lake Powell Pipeline.

Kolob Snotel site – Zach showed a graph of this site. He said this site the reflects Virgin River conditions the best. It showed precipitation received and as of today we are dead average because of the wonderful rainstorms in October. November was horrible and there is nothing in the forecast. Right now, we are at average, but we seem to be in bad pattern.

Drought Contingency Plan - Zach said the board approved last month to move ahead with the drought contingency plan and we are starting drought contingency planning with cities, and they are glad to work on this with us. Zach said they hope to have it prepared to adopt by next summer and we will be better prepared for the next drought. The district is the vehicle to get this going and we want the cities to set triggers as far as drought and what they want to happen with those triggers.

Zach told the board the reservoirs are decent at about 50% except Sand Hollow which is at about 75%. Enterprise Reservoir is very low. We had the driest November on record.

Consideration of approval of Minutes of Nov. 17, 2021, Board of Trustees Meeting.

Ken Neilson made a motion to approve the November 17, 2021, Board of Trustees' Meeting minutes as presented. Adam Bowler seconded the motion, and all voted aye.

Closed Meeting - Personal Evaluation of General Manager

Adam Bowler moved to go into a closed meeting on Dec.1 at 7:15 pm at the water district offices, with the following board members present, Ed Bowler, Kevin Tervort, Kenny Neilson, Chris Hart and Adam Bower, with Victor Iverson being excused, for the purpose of discussing personnel, specifically (the general manager performance review) as allowed under statute. Ken Neilson seconded the motion. All voted aye.

A roll vote was taken as follows:

Ed Bowler	Yes
Adam Bowler	Yes
Victor Iverson	Absent
Chris Hart	Yes
Michele Randall	Yes
Ken Neilson	Yes
Kevin Tervort	Yes

Return to public meeting

Chris Hart moved to adjourn the closed meeting and return to an open meeting. Adam Bowler seconded the motion.

Ed Bowler	Yes
Adam Bowler	Yes
Victor Iverson	Absent
Chris Hart	Yes
Michele Randall	Yes
Ken Neilson	Yes
Kevin Tervort	Yes

The board agreed to provide a bonus and salary increase for the general manager.

Meeting Adjourned - There was no further business, and the meeting was adjourned upon motion.

Secretary