



**MINUTES  
BOARD OF TRUSTEES PUBLIC MEETING**

Meeting date: June 30, 2025  
Time: 12:00 pm  
Location: 533 East Water Works Drive, St. George Utah 84770  
Participants: Board members Ed Bowler, Rick Rosenberg, Victor Iverson, Michele Randall, and Adam Bowler. Kress Staheli and Clark Fawcett were not present. District staff include Zach Renstrom, general manager; Mindy Mees, secretary; Jodi Richins, general counsel; Brock Belnap, associate general manager. Other meeting attendees as noted on the attached sign-in sheet.

**Review of Open and Public Meetings Act provisions regarding closed meetings**

General Counsel Jodi Richins explained the Closed Session Procedures.

1. Motion to Close Meeting:
  - A board member must make a motion to close the meeting, stating the reason.
  - Another board member must second the motion.
2. Vote to Close:
  - The Chair will call for a roll call vote.
  - A 2/3 majority of board members present is required to close the meeting.
3. Public Announcement:

The Chair must publicly state:

  - The reason for the closed session.
  - The location of the closed session.
  - The vote tally, including the names of members who voted for or against closing the meeting.
4. Documentation:

The Secretary must record in the open meeting minutes:

  - The date, time, and place of the closed meeting.
5. During the Closed Session:

- Discussion must be limited to the stated purpose.
- No decisions may be made in the closed session.
- The board may not vote, or approve contracts, ordinances, resolutions, or appointments in the closed meeting.

6. Ending the Closed Session:

- A board member makes a motion to return to the open session.
- Another board member seconds the motion.
- A simple majority vote is required to reopen the public meeting.
- The Chair reopens the meeting.

***Trustee Adam Bowler made a motion to go into the closed session for the purpose to discuss litigation, the motion was seconded by Rick Rosenberg and a roll call vote was taken as follows:***

<b>Ed Bowler</b>	<b>Yes</b>
<b>Rick Rosenberg</b>	<b>Yes</b>
<b>Adam Bowler</b>	<b>Yes</b>
<b>Michele Randall</b>	<b>Yes</b>
<b>Victor Iverson</b>	<b>Yes</b>

**Request for closed session to discuss litigation**

Chair Ed Bowler noted that two-thirds of the District board members are present and stated the purpose of the closed session is to discuss litigation. Mr. Bowler stated the closed session is held at Washington County Water Conservancy District office building 533 E Waterworks Drive, St. George Utah on June 30, 2025. Closed session was held.

The meeting was reopened to the public by motion.

The meeting was adjourned upon motion.

*Mindy Mees*

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Secretary

## OPMA Closed Meeting Steps

Board member moves to close the meeting for one of the permitted reasons

- “I move to close the meeting for (reason)”
- Second by another board member

Chair holds vote

- Two-thirds of members present must vote to close meeting
- Chair publicly announces to the public:
  - Reason(s) for closing the meeting
  - Location of the closed meeting
  - Vote by name, of each member of the public body, for or against closing the meeting
- Secretary enters the above information into the minutes of the open meeting
- Chair invites the public to leave

Chair begins the closed meeting by stating for the recording:

- Date, time, and place of meeting
- Names of members present and absent
- Names of all others present except where the disclosure would infringe on the confidentiality necessary to fulfill the original purpose of closing the meeting

Recording and Minutes

- A recording of the closed meeting must be kept (except as outlined below).
- Minutes are not required but may be kept (except as outlined below). If minutes are kept, they should contain the information in the section above.
- When discussing (1) the character, professional competence, physical or mental health of an individual, or (2) the deployment of security personnel, devices or systems, no recording or minutes are kept. Instead, the chair or board member presiding signs a sworn statement affirming that the sole purpose for closing the meeting was to discuss one of these purposes.

Prohibitions in Closed Meeting

- DO NOT discuss a matter that is not the permitted reason for closing the meeting.
- DO NOT approve an ordinance, resolution, rule, regulation, contract, or appointment.
- DO NOT vote on anything except to close the meeting. Take all votes resulting from the closed meeting discussion in an open meeting after ending the closed meeting.
- DO NOT interview a person applying to fill an elected position.
- DO NOT discuss filling a midterm vacancy or temporary absence governed by the election code, or the character, professional competence, or physical or mental health of a candidate for the vacancy.

Board Member Moves to End the Closed Meeting

- “I move to end the closed portion of the meeting and return to a public meeting.”
- Second
- Motion may be approved by simple majority of members present (rather than two-thirds of members)
- Chair opens the meeting to the public and holds any votes in open portion of meeting