

**MINUTES OF THE WORK SESSION OF THE BOARD OF TRUSTEES
OF JORDAN VALLEY WATER CONSERVANCY DISTRICT**

(Approved September 9, 2026)

August 10, 2026

The Jordan Valley Water Conservancy District Board of Trustees Work Session was held electronically, with an option for in-person attendance as needed, on Monday, August 10, 2026, at 3:03 p.m. at the District Administration Building located at 8215 South 1300 West, West Jordan, Utah.

This meeting was conducted electronically in accordance with the Utah Open and Public Meetings Act (Utah Code §§ 52-4-101 et seq.) and Chapter 7.12 of the Administrative Policy and Procedures Manual ("Electronic Meetings"). All attendees participated electronically unless otherwise noted.

Trustees:

Corey L. Rushton, Board Chair
John Taylor, Vice Chair
Zach Jacob
Andy Pierucci
Dawn R. Ramsey
John Richardson
Mick M. Sudbury
Barbara L. Townsend
Cindy Wood

Staff Present:

Jacob Young, General Manager/Chief Executive Officer
Shazelle Terry, Chief Operating Officer
David Martin, Chief Financial Officer
Benjamin Stanley, General Counsel
Kurt Ashworth, Human Resources Manager
Teresa Atkinson, Administrative Assistant III
Gordon Batt, Director of Water Quality & Operations
Brian Callister, Director of Asset Management
Travis Christensen, Engineering Group Leader
Martin Feil, Database Administrator
Kelly Good, Director of Community Engagement
Mindy Keeling, Executive Assistant (in person)
Clifton Smith, Digital Solutions Group Leader
Eric Stone, Controller
Shane Swensen, Director of Engineering & Water Development
Wade Tuft, Water Supply Manager
Carl Wilkins, Director of Digital Services
Lisa Wright, Administrative Assistant III (in person)
Courtney Brown, Conservation Division Manager

Also Present:

Sam Boyle, Richey, May & Co., LLP
Jared Myer, Richey, May & Co., LLP

Chad Wallin, Richey, May & Co., LLP

Welcome Mr. Corey Rushton, Chair, called the meeting to order at 3:00 p.m. He reviewed guidelines for the virtual meeting, asking Trustees to keep their video on and remain muted when not speaking to ensure professional focus. Mr. Rushton noted that while the chat feature is available for clarifying questions, any substantial discussions must be conducted verbally for the official record.

Review agenda for August 12, 2026, Board meeting Mr. Jacob Young, General Manager, reviewed the upcoming Board meeting agenda, noting that Rocky Mountain Power will present the Wattsmart Award and check, the City of West Jordan will serve as the Member Agency Feature, and multiple member agency grant applications will be presented for Board approval.

Mr. Young also highlighted reporting items that may require additional Board time, including a statewide water assessment released by Utah legislative leadership and consultant Marcus Faust's summary of the Bureau of Reclamation's final environmental impact statement for Colorado River operations. A closed session is also planned to provide the Board with a general update on ongoing litigation.

COMMITTEE REPORTS

Audit Committee

Internal audit report

Chair Rushton introduced the Audit Committee report regarding an internal audit of JVVCD's disbursement controls. Mr. Eric Stone, Controller, introduced representatives Chad Wallin, Sam Boyle, and Jared Myer from Richey May, who were engaged to review a March 2026 email external fraud incident, evaluate JVVCD's disbursement controls, and recommend enhancements.

Mr. Wallin reviewed the specific external fraud incident. He noted the funds were fully recovered with assistance from local law enforcement and identified over-reliance on email communication and insufficient independent verification of banking changes as contributing factors.

Mr. Carl Wilkins, Director of Digital Services, discussed the challenges of managing fraudulent email and recommended that employees save validated contacts rather than rely on Outlook's auto-fill feature. He also proposed a monthly process to remove auto-filled addresses not saved in employee contacts. Mr. Wilkins' additional recommendations included independent review of controller-initiated banking changes, which Mr. Stone said is already in place through CFO David Martin, and continued verbal verification of all vendor and banking changes. Trustee Cindy Wood emphasized that verbal confirmation is essential to preventing fraud.

Mr. Myer and Mr. Boyle reported no significant deficiencies or material weaknesses in JVVCD's controls; however, it was recommended that enhancements be made to email safeguards, independent review of banking changes, verbal verification of vendor and banking changes, employee fraud and phishing training, phishing testing, and continued monitoring and

periodic testing of high-risk transactions. Staff noted that certain additional controls have already been implemented.

The Board also discussed establishing a process to inactivate vendor accounts that have been inactive for an extended period and require re-verification before future payments. Mr. Stone indicated that staff is exploring implementation of such a process. Mr. Young thanked Richey May (the accounting firm) for the review and recommendations.

Trustees Dawn Ramsey, John Richardson, and Andy Pierucci joined the Work Session.

**DISCUSSION
ITEMS**

**Engineering &
Water
Development**

Mr. Young and Ms. Shazelle Terry, Chief Operating Officer, discussed the final opportunity for member agencies to properly size their wholesale water contracts. Mr. Young explained that JVVCD is balancing implementation of the new Water Budget Policy with the current Level 2 water availability declaration, which imposes drought surcharges for usage exceeding 110% and 120% of contracted amounts.

**Member Agency
contract
increase
requests**

Mr. Young noted the Water Budget Monitoring Tool is not yet fully operational, and staff proposed a transition approach for this year allowing agencies currently using at least 105% of their contract amount to request increases without completing the full application process. He emphasized that increases will not be approved solely to avoid drought surcharges, while legitimate requests related to future growth remain under evaluation.

Ms. Terry and Mr. Clifton Smith, Digital Solutions Group Leader, reviewed member agency usage and contract increase requests. Several agencies have requested or are considering increases, while others do not plan to request changes. Notable requests include Draper City's proposed transfer of the former Department of Corrections contract, Riverton City's proposed increase from 5,200 to 5,800 acre-feet, and South Jordan City's growth-related request. Staff is continuing to evaluate certain requests, and JVVCD will continue discussions with member agencies. WaterPro's contract will be addressed separately in October.

**Discuss
potential
agreement with
UDOT for the
Mountainview
Corridor project**

Ben Stanley, General Counsel, provided an update on negotiations with the Utah Department of Transportation (UDOT) regarding the Mountain View Corridor project. He indicated that UDOT needs to begin construction on a realignment project requiring relocation of JVVCD water pipes and transmission facilities and hopes to have an agreement before the September Board meeting. Mr. Stanley said the final agreement may not be ready before that next meeting; JVVCD may need to use its ratification process to approve the agreement between meetings.

Mr. Stanley reviewed the remaining negotiation issues, including protections for JVVCD's existing utility agreements and relocation rights. He stated that JVVCD is requiring updated legal descriptions and amendments to existing agreements, depending on where facilities are relocated. Mr. Stanley indicated that negotiations are ongoing, and JVVCD is awaiting final

engineering exhibits. Chair Rushton supported JVWCD's negotiating position and encouraged Trustees to carefully review any agreement circulated by email for ratification.

Trustee Andy Pierucci left the Work Session.

**Digital
Services**

**Cyber security
audit**

Mr. Wilkins presented a proposal for a comprehensive technology audit to assess and strengthen JVWCD's cybersecurity posture, including both enterprise information technology (IT) and operational technology (OT) systems.

Mr. Wilkins explained that the audit will use the CIS Critical Security Controls and NIST SP 800-82 standards to evaluate cybersecurity controls, identify potential vulnerabilities, and assess the security of JVWCD's IT and OT environments. He noted the findings will be consolidated into a written report and prioritized risk register outlining recommended remediation measures. The audit is expected to take approximately 12 weeks.

Mr. Wilkins noted the audit contract includes an incident discovery protocol requiring the auditor to notify JVWCD within four hours if an active or prior security breach is identified and to follow JVWCD's direction regarding further action. The Board expressed strong support for the proactive audit and interest in reviewing the final risk register.

**Community
Engagement**

**Communications
Plan update**

Kelly Good, Director of Community Engagement, presented the Strategic Communications Plan, a major Phase 1 Key Result that was finalized at the end of June. Ms. Good explained that the plan provides an adaptable framework for consistent JVWCD communications aligned with its vision, mission, and core imperatives. She noted the plan was developed over two years with input from representatives across all JVWCD departments.

Ms. Good noted the plan establishes a brand voice centered on being knowledgeable, friendly, approachable, assured, and transparent, and provides communication protocols for internal and external audiences based on urgency. Chair Rushton raised concerns regarding effective communication with field staff and email volume. Ms. Good explained that critical, time-sensitive information will remain in email, while non-critical communications will transition to Microsoft Teams to improve accessibility for field employees.

Next steps include webinar-style training, department-specific standard operating procedures, a future website redesign, and implementation of a Community Relationship Management (CRM) system to centralize public contact logs.

**Member Agency
grant for GHID**

Conservation Division Manager Courtney Brown presented Granger Hunter Improvement District's (GHID) request for \$84,000 in grant funding toward a \$115,500 project cost. GHID previously utilized its full \$84,000 grant allocation for leak detection, education, and a customer water portal. The

proposed projects include continuing the water portal and leak detection efforts, purchasing acoustic leak detection equipment, conducting a water system audit to identify water loss, completing a conservation-oriented rate study, and expanding customer education and conservation outreach.

**Member Agency
grants for the
City of South
Jordan**

Mr. Brown presented two separate grant applications from the City of South Jordan. Mr. Brown noted that South Jordan requested \$86,000 for continued conservation programs, including turf conversion and indoor fixture rebates. He said that the city's turf conversion program converted more than 120,000 square feet of lawn in fiscal year 2025-2026 and is estimated to save 3.22 million gallons annually. Staff recommended approval.

Mr. Brown presented the Water Efficiency Standards Supplemental Grant for South Jordan, which requested \$86,000 to fund staff and consulting services for enforcement and inspection of water efficiency codes and landscape standards. He clarified that this is South Jordan's fifth and final year of eligibility for the supplemental funding.

Chair Rushton asked about the cost of conservation compared with developing new water supplies. Mr. Brown provided an estimated cost, and staff agreed to provide a refined cost-benefit analysis at the Wednesday Board meeting.

**Introduction of
Phase II Key
Results**

Ms. Shazelle Terry, Chief Operating Officer, presented an overview of the twelve Phase II Key Results (KRs) planned for implementation over the next two years. The KRs align with JVVCD's four core imperatives and will be reported quarterly beginning in October. The initiatives include developing skills-based technical and cross-training programs for frontline O&M employees; conducting pilot-scale water quality and operations evaluations; modernizing standard operating procedures through interactive digital formats; implementing a Community Relationship Management (CRM) system to centralize and secure customer and external contact information; completing condition assessments of aboveground infrastructure and incorporating the results into the renewal and replacement schedule; using the risk matrix from the Strategic Asset Management Plan (SAMP) to prioritize capital expenditures based on asset failure risks and community impacts; developing a five-year Digital Technology Master Plan for IT and OT modernization; implementing a virtual Chief Information Security Officer position to coordinate cybersecurity policies and audits; updating the long-term water supply plan to incorporate climate change and hydrologic variability; developing a long-term financial plan beyond the current ten-year horizon to address major capital replacements; modernizing the capital improvements planning process to establish risk-based project prioritization and improve project management; and redesigning and relaunching JVVCD's external website to improve accessibility, user experience, and content management.

Chair Rushton asked about new data available for modeling climate variability. Ms. Terry noted that Central Utah Water Conservancy District is completing a drought contingency plan and climate variability modeling that will provide valuable information for JVVCD's adaptive water supply

planning. General Manager Jacob Young agreed, and Ms. Terry stated that regular updates on the modeling and Phase II KRs will be provided to the Board.

**Other
Business**

**Board tour
discussion**

Ms. Terry reviewed the results of a survey regarding the annual Board tour. While there was high interest in visiting the Jordan Valley Water Treatment Plant, staff recommended postponing that visit until the major construction project there is further along and more interesting to see. Ms. Terry proposed focusing the annual tour on "connectivity, redundancy, and resiliency," visiting physical connection points where JVVCD's system links with Metropolitan Water District of Salt Lake & Sandy, Central Utah Water Conservancy District, and the Provo River Water Users Association. She noted the tour will be a half-day event (either beginning or ending with lunch). Mindy Keeling will email the Trustees with five or six potential dates between late September and early November to find the date that works for the majority. Chair Rushton expressed strong support for the proposed tour focus.

Adjourn

Mr. Rushton called for a motion to adjourn. Ms. Barbara Townsend moved to adjourn. Followed by a second from Mr. John Taylor. The meeting adjourned at 5:03 p.m.



Corey L. Rushton
Chair of the Board of Trustees



Jacob C. Young
District Clerk