CACHE WATER DISTRICT BOARD OF TRUSTEES
MEETING MINUTES
May 4, 2020

The Cache Water District Board of Trustees convened for a regular meeting on May 4, 2020 via electronic format due to COVD-19 meeting restrictions.

MEMBERS OF THE BOARD IN ATTENDANCE:

Jonathan W. Hardman – South Council District
Max Pierce – North Council District
Jared Clawson – At-Large Position
Kirt Lindley – At-Large Position
Jeannie F. Simmonds – Logan #1 Council District
Scott Clark - Logan #2 Council District
David Erickson – At-Large Position
Herm Olsen – Logan #3 Council District
Bret Randall – Northeast Council District

MEMBERS OF THE BOARD ABSENT:

Don Baldwin – Agricultural Representative
Shaun Dustin – Southeast Council District

OTHERS IN ATTENDANCE:

Nathan Daugs (Manager), Ann Neville, Bryan Dixon, Chad Brown, Jason Craig, Debbie Zilles

CALL TO ORDER

The meeting was called to order by Chairman Hardman at 5:30 p.m.
Consideration for the minutes from March 2, 2020 and agenda for May 4, 2020.

ACTION: Motion by Mr. Olsen to approve the agenda and the minutes as submitted. Seconded by Mr. Erickson. Motion approved unanimously.

PUBLIC COMMENT

Ann Neville advised that the Lower Bear Conservation Action Plan (CAP) has been award a $94,000 grant. The goals of the project include hiring a facilitator, to identify threats and conditions, and assess and compare work being done by all stakeholders, which includes

the Cache Water District. Upon completion of the assessment, the information will be shared with all the stakeholders (format TBD). The next step will be to determine from stakeholder interviews, how to better integrate information sharing so that all stakeholders will understand what is being done in the watershed. The facilitator will be hired in June. Mr. Daugs said the District would be willing to participate in interviews and will coordinate with the subcommittee.

FINANCIAL REPORT

-See Attachment 1-

The financial statement was emailed to members prior to the meeting. Outreach is high because more than one year of Slow the Flow was paid in this year and last year's amount will be moved. There will be a large bump in the salary category to pay back retirement for Mr. Daugs that has not been paid. Last year's rent was paid in January 2020 and will need to be moved to 2019; Ms. Simmonds will work with the State Auditor to get that done. Mr. Erickson said cloud seeding was lower; Mr. Daugs said the last bill was just received, but it should be a bit lower than in the past.

CALENDAR EVENTS

- July – Utah Water Users Annual Conference (tentative)
- June-July – Home & Garden Show (tentative)
- May 28-30 - Localscapes classes to be held via electronic format.

Two new interns began today and completed the training for sprinkler checks and will be starting soon.

Mr. Erickson said the Cache County Fair will be held this year. There was a meeting last Friday with Bear River Health, several mayors from the Mayors Association, and the County Council who are in the process of drafting a petition for Cache, Rich and Box Elder counties to move from Orange (moderate) risk to Yellow (low) risk status within the next few weeks.

MANAGER'S REPORT

Update on PL-566 Applications

The Crockett Avenue and Wellsville-Mendon grants have been submitted with a response anticipated in June. Todd Adams, from the Utah Division of Water Resources called to inquire about projects that might be ready for funding as there may be money available from the State for water projects. Mr. Daugs gave him the information on these two projects as possible options should the grants be denied.

The new coordinator for the State water banking efforts should be announced within the next few weeks. The primary job of this position is to help areas selected for water banking pilot programs.

Slow the Flow Resolution

Cache Water District

RESOLUTION NO. 2020-02

A RESOLUTION TO PARTICIPATE IN THE STATES INTERLOCAL COOPERATION AGREEMENT FOR THE GOVERNOR'S WATER CONSERVATION TEAM MEDIA CAMPAIGN

WHEREAS, Cache Water District's master plan has a goal of water conservation, and participating in this agreement will further the District's mission,

NOW THEREFORE, be it resolved by the Cache Water District, enter into an Interlocal Cooperation Agreement (the "Agreement") with the Utah Board of Water Resources, Bear River Water Conservancy District, Central Utah Water Conservancy District, Jordan Valley Water Conservancy District, Metropolitan Water District of Salt Lake & Sandy, Weber Basin Water Conservancy District, and Washington County Water Conservancy District (collectively, the "Parties"), for the development of a water conservation media campaign to promote the wise and efficient use of water throughout the State of Utah (the "Media Campaign"). The term of the Agreement is five (5) years. Each of the Parties shall pay annually a percentage of the budget of $300,000 as determined by their population served or represented.

ADOPTED by the District Board of Cache Water District, this 04 day of May 2020.

MOTION: Mr. Clawson moved adopt Resolution 2020-02 to participate in the State's Interlocal Cooperation Agreement for the Governor's Water Conservation Team Media Campaign. Mr. Erickson seconded the motion. Motion approved unanimously (9-0).

Aye: Clark, Clawson, Erickson, Hardman, Olsen, Lindley, Pierce, Randall, Simmonds
Nay:
Absent: Baldwin, Dustin

BOARD TRAINING

Ms. Simmonds advised that Open & Public Meetings Act (OPMA) training needs to be completed annually. Training for Board Members must be completed within one year of election or appointment, or each time you are elected. The training is only available online or at USAD and can be accessed via resources.auditor.Utah.gov. Once the training and test are completed, a certificate is issued and must be turned in to the Records Officer. Chairman Hardman encouraged all members to complete the training and turn their certificates in to Ms. Simmonds by the next meeting.

It was determined that the June 1, 2020 meeting will be held via electronic format.

ADOURN

The meeting adjourned at 6:08 p.m.

-Attachment 1-

5:00 PM
05/04/20
Accrual Basis

Cache Water District
Profit & Loss Budget vs. Actual
January through December 2020

	Jan - Dec 20	Budget	% of Budget
Ordinary Income/Expense			
Income			
Cache County	275,000.00	275,000.00	100.0%
Restricted Income	19,163.00		
Total Income	294,163.00	275,000.00	107.0%
Gross Profit	294,163.00	275,000.00	107.0%
Expense			
Office			
Bank Charges	6.00		
Insurance and Bonding	0.00	5,000.00	0.0%
Office Furnishings	60.00	2,500.00	2.4%
Office Supplies	375.25	2,000.00	18.8%
Publications	0.00	4,500.00	0.0%
Rent	5,400.00	6,000.00	90.0%
Technology			
Cell Phone	187.51		
Technology - Other	0.00	3,000.00	0.0%
Total Technology	187.51	3,000.00	6.3%
Vehicle	0.00	15,000.00	0.0%
Total Office	6,028.76	38,000.00	15.9%
Outreach			
Conservation	19,900.00	30,000.00	66.3%
Dues	100.00	2,500.00	4.0%
Northern Utah Water Conference	375.00		
Sponsorships	0.00	3,000.00	0.0%
Training	1,243.00	6,000.00	20.7%
Website	72.55	2,000.00	3.6%
Total Outreach	21,690.55	43,500.00	49.9%
Personnel			
Salary and benefits	23,469.23	130,000.00	18.1%
Travel and Mileage	2,184.53	15,000.00	14.6%
Total Personnel	25,653.76	145,000.00	17.7%
Professional Fees			
Administrative	112.50		
Attorney Services	0.00	30,000.00	0.0%
Audit	0.00	7,000.00	0.0%
Financial Services	168.75	10,000.00	1.7%
Total Professional Fees	281.25	47,000.00	0.6%
Project funding			
ASR Studies	0.00	24,999.96	0.0%
Bear River Development	0.00	5,000.04	0.0%
Cloud Seeding	14,774.00	52,000.00	28.4%
Secondary Irrigation	3,447.95	24,999.96	13.8%
Seepage Loss Studies	0.00	2,500.00	0.0%
Water Master Plan	6,674.00	10,000.00	66.7%