

CACHE WATER DISTRICT BOARD OF TRUSTEES MEETING

MAY 1, 2017

MINUTES

The Cache Water District Board of Trustees convened in a regular session on May 1, 2017 at 5:30 p.m. at the Cache County Administration Building, Multipurpose Room, 179 North Main Street, Logan, Utah.

ATTENDANCE

MEMBERS OF THE BOARD IN ATTENDANCE:

Jeannie F. Simmonds – Logan #1 Council District
Barbara Y. Tidwell – Logan #2 Council District
Herm Olsen – Logan #3 Council District
Max Pierce – North Council District
Jonathan W. Hardman – South Council District
Shaun Dustin – Southeast Council District
Jon White – At-Large Position
Jared Clawson – At-Large Position
David L. Erickson – At-Large Position

MEMBERS OF THE BOARD ABSENT:

Bret Randall – Northeast Council District
Don Baldwin – Agricultural Representative

ALSO IN ATTENDANCE:

Robert M. Fotheringham
Craig W Buttars – Cache County
Lisa Welsh – Utah State University
Jim Watterson
Barb Watterson
Jason Watterson
Dave Rayfield – BRLC
Blaise Chanson
Rosalee Thain
Shane Hansen
Paige Hansen
Mary Falslev
Kelby Johnson
Braydon Johnson
Scott Clark
Janeen Allen – Cache County

CALL TO ORDER

The meeting was called to order by Chair, Jeannie Simmonds at 5:30 p.m.

PUBLIC COMMENT

Jason Watterson – Benson

Asked if Bob Fotheringham is representing Cache County.

Voiced opposition to the proposal from Pacificorp to raise the Cutler Dam by 3 feet. Asked that the Cache Water District draft a resolution opposing the proposal.

Jim Watterson – River Commissioner on the Bear River

Added his concern that allocated water will go to Pacificorp (not to Cache County) and it will be sold to the Wasatch Front.

Blaise Chanson – Logan

Expressed frustration that information he is getting from the website is old. He suggested publishing draft minutes prior to the meeting so he could be more informed.

Clawson and Olsen were not sure about the legality of posting minutes before they are approved.

Simmonds said they will look into the matter.

Chanson asked that the website be maintained better. He has not received a response from an email message he submitted a week ago.

Question about the district's financial contribution toward the grant to study water banking. Simmonds responded.

Question about district's decision to hire a planner. Bylaws talk about a general manager. Believes the district should have a general manager before hiring a planner.

Bob Fotheringham – Hyde Park

Noted that he does not represent Cache County or the Cache Water District.

Simmonds said that there is a meeting on May 9th concerning the Cutler Dam proposal and that the Water District is aware of and paying attention to the matter.

Mary Falslev

Said the state should be objecting to the project because of the bridges that will have to be raised

Erickson said he believes this is one of many projects along the Bear River.

Jim Watterson said he would like to see the district recommend that Pacificorp do something about the sediment in the reservoir.

Dave Rayfield – Bear River Land Conservancy

Works a lot with Utah Power and Light and manages 500 acres of their property along the Bear River. He has communicated with Eve Davies from Pacificorp and she has indicated that this is a very conceptual idea at this point. They understand Cache County's need to store water and are looking at this idea as a possible solution to the storage issue, but right now they are throwing out ideas and looking for input. Rayfield believes there are other solutions available.

ITEMS OF BUSINESS

1. REVIEW AND APPROVAL OF AGENDA AND MINUTES (APRIL 17, 2017)

ACTION: Motion was made by Erickson and seconded by White to approve the May 1, 2017 agenda and the April 17, 2017 minutes of the Cache Water District meeting as written. The vote in favor was unanimous, 9-0 with 2 absent

DISCUSSION ITEMS

1. REVIEW OF INTERLOCAL AGREEMENT – COMMITTEE MEMBERS

Simmonds noted that the agreement everyone received was a very rough draft and asked members of the board for their input. Olsen agreed that the copy was in a very rough form, especially grammatically. Buttars said that he, the County Finance Director and the County Attorney will be meeting to go over the agreement from the county's perspective.

Olsen suggested it be given back to Mark Anderson to clean up and format better and then resubmit a copy for review. Clawson said he would contact Mr. Anderson with the request. Buttars said he would hold off on the county meeting until a better copy is available.

Tidwell noted that there should be more clarification on page 12 as to what "its" refers to regarding the county and the district.

2. REPORT ON BUDGET MEETING AND PRELIMINARY BUDGET

Simmonds said the budget subcommittee consisting of herself, Jon Hardman, Barbara Tidwell, Max Pierce, and Jared Clawson met and talked about the budget based on conversations relating to the interlocal agreement. She distributed a preliminary budget to the board members and asked them to review it and come back to the next meeting prepared to discuss it. It is part of these minutes as "Attachment A."

White asked why the starting budget amount is \$204,000. He thought it was supposed to be \$250,000. Simmonds said that there was some deducted from the \$250,000 to start up the district and to pay Bob Fotheringham's salary. Dustin asked if the \$204,000 is the amount that the district can expect going forward. Simmonds said it will only be \$204,000 this year because of the amount taken out. Next year, the starting budget will be \$250,000. She will send everyone a clean copy showing the expenditures taken out of the budget for this year.

Simmonds asked Buttars how much the county will charge the district for office space. Buttars said he would discuss it with the council, but believes \$100 / month will adequately cover expenses.

Tidwell asked about IT costs. Simmonds said they need to look more into it and come up with more accurate figures.

Simmonds took \$100 out for the County Fair booth space fee. Buttars noted that the fee was actually \$250 and it came from the promotion committee fund because the booth will be used as an educational

tool and that was what the remaining funds from that committee are earmarked for. Additional costs for banners and supplies for the booth can also come from that fund.

3. MEETING SCHEDULE – SHAUN DUSTIN

Dustin thought at one time the board had scheduled meetings on Wednesday evenings and was surprised when he found them to be on Mondays instead. He will make it work, but questions having them on Monday due to the prevailing culture of the community and making the meetings more accessible to the public.

He also said he could find nowhere in the state code mandating that budgetary public hearings for special service districts must be no earlier than 6:00 p.m. He asked that this be reviewed.

Olsen said that as he recalls, every night of the week had some kind of systemic conflict that required selecting Monday evenings as the regular meeting time even though that was not the desired choice of most of the members of the board. The choice was also made with the idea that tax increase public hearings could not be earlier than 6:00 p.m.

Discussion continued from several members of the board regarding the reasons for selecting Mondays as the regular meeting date. There was also more discussion about state code requiring the district to hold budgetary public hearings after 6:00 p.m. Buttars said he would check that and have information for the next meeting.

Dustin emphasized again his discomfort with meeting on Monday evenings, but said he would adjust if necessary, and he would like to have a definitive answer regarding public hearing times as required by state code.

4. REPORT ON MEETINGS PAST AND UPCOMING

Simmonds said she has spent a lot of time in the last two weeks at meetings. She attended a Bear River development meeting to hear an update on the engineering and proposed development on the Bear River. She believes the district is starting to make good connections with other districts and water organizations. Fotheringham has been forwarding his emails to four board members so they can take more control over delegating their responsibilities as a district and familiarizing themselves with the duties of their office.

Simmonds attended a meeting last week with the university to talk about a \$5.2 million grant they are seeking to do work on the intersection between agriculture and population growth. They want to partner with Cache Valley and Texas A&M to move this grant forward. The study will focus on how our water is best utilized and how we can get the maximum recharge out of it in relation to our growth in population and agricultural sustainability. They are not asking for funding, they are just seeking support of the district to move forward with the grant.

Pierce and several members noted that the district needs to be careful with what it funds and supports until more information is gained.

Simmonds said that the Bear River Development group will be giving a 30-minute presentation on where they are regarding the Bear River. She thought it would be prudent to have the university

present at the same meeting so the district can be more informed. Hardman pointed out that as the district becomes more established, these proposals will start to come hard and fast. He suggested coming up with some policies on how to handle incoming requests and proposals. Simmonds said for now, she will bring back information for discussion from the meetings she attends.

Dustin emphasized that the district should also be careful to not shift focus on its primary purposes in order to accommodate other entities no matter how enticing their proposals may sound. We just don't have the time or resources for that right now.

5. SUBCOMMITTEE FOR FINANCIAL POLICIES

Simmonds asked Tidwell to spearhead a subcommittee of two or three board members to work on developing financial policies for the district. Tidwell agreed to head the committee.

6. SUBCOMMITTEE FOR COUNTY FAIR

Hardman volunteered to head the subcommittee to prepare for the County Fair. He will work to procure the materials and banners the district will need in the booth. The County Fair this year is August 10th, 11th, and 12th.

PUBLIC HEARING – CACHE WATER DISTRICT BYLAWS

6:33 p.m. Before opening the public hearing, Simmonds noted that the words “natural stream environment” had accidentally been left out of the purpose statement because the person putting in the corrections had used an earlier version of the bylaws. She emphasized that the Board of Trustees did not change the purpose statement one bit. It was simply an oversight that someone caught, and it has now been corrected. The purpose statement reads:

The District will plan for and facilitate the long-term conservation, development, protection, distribution, management and stabilization of water rights and water supplies for domestic, irrigation, power, manufacturing, municipal, recreation and other beneficial uses, including the natural stream environment, in a cost effective way to meet the needs of the residents and growing population of Cache County.

Simmonds opened the public hearing.

Blaise Chanson

Noted three omissions he found in his review of the revised bylaws that were posted on the website:

- 2.3 – Should have language that limits the terms of office to 3 terms
- 4.1.3 – Amendments to bylaws should be done by a 2/3 majority vote
- 2.4.2 – Should add “District’s” before “Water Master Plan”

After seeing that the changes had not been included in the revised version that had been posted online, Simmonds said there should not be a vote on the bylaws until all of the proposed corrections are included using the most recent DRAFT and posted for the public to view. She recommended they be brought to the next meeting and allow public comment on them.

CACHE WATER DISTRICT BOARD OF TRUSTEES MEETING
MAY 1, 2017

ATTACHMENT A

**Preliminary Budget
Cache Water District
2017**

Income **\$204,000.00**

Expenses

Personnel

Personnel (Salary +benefits	\$100,000.00	
Attorney Services	\$20,000.00	
Finance/Audit	\$4,000.00	
Total Personnel		\$124,000.00

Outreach

Governor's Water Board	\$10,000.00	
Utah Water Users Association	\$500.00	
Cache County Fair	\$250.00	
Training	\$6,000.00	
Travel	\$3,000.00	
Mileage	\$7,000.00	
Total Outreach		\$26,750.00

Office

Technology	\$3,000.00	
Rent	\$1,200.00	
Office Supplies	\$500.00	
Total Office		\$4,700.00

Project Funding

USU Water Marketing Study	\$7,000.00	
Crockett Ave.	\$7,000.00	
Total Project Funding		\$14,000.00

Balance **\$34,550.00**

Financial Plan for the 2017 Budget Operation and Maintenance Detail

Number	Title	2017 Budget
5100	Employee Salaries and Benefits	\$100,000.00
5150	General Administrative	
5160	Computer Equipment	\$2,000.00
5170	IT Services	\$500.00
5180	Web Services	\$500.00
5190	Office Supplies	\$500.00
5400	General Property	
5410	Office Rent	\$1,200.00
5610	Public Relations	\$10,750.00
5630	Prof. Services Audit	\$4,000.00
5640	Prof. Services Legal	\$20,000.00
5650	Training and Education	\$16,000.00
5730	Pilot Studies	\$14,000.00
total Expenses		\$169,450.00