



Our Water. Our Future. Our Choice.

The purposes of the District include planning for and facilitating the long-term conservation, development, protection, distribution, management, and stabilization of water rights and water supplies for domestic, irrigation, power, manufacturing, municipal, recreational, 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.
www.cachewaterdistrict.com

CACHE WATER DISTRICT BOARD OF TRUSTEES MEETING MINUTES May 6, 2024

The Cache Water District Board of Trustees convened for a regular meeting on May 6, 2024, at 5:30 p.m. in the Cache County Historic Courthouse Council Chambers, 199 North Main Street, Logan, Utah.

MEMBERS OF THE BOARD IN ATTENDANCE:

Mark Anderson – Logan #3 Council District
Jared Clawson – At-Large Position
Jonathan Hardman – South Council District
Kirt Lindley – At-Large Position
Beth Neilson – Southeast Council District
Jeff Ostermiller - Logan #1 Council District
Max Pierce – North Council District
Brett Roper – At Large Position
Jeannie Simmonds – Logan #2 Council District
Regan Wheeler – Agricultural Representative

MEMBERS OF THE BOARD EXCUSED:

Bret Randall – Northeast Council District

OTHERS IN ATTENDANCE: Nick Reithel (UDAF)

CALL TO ORDER

Chairman Pierce called the meeting to order at 5:30 p.m.

Tonight's agenda and the April 1, 2024 minutes were approved.

ACTION: Motion by Mr. Clawson to approve tonight's agenda and the February 5, 2024 minutes as submitted. Motion seconded by Mr. Anderson. The motion was approved unanimously (10-0).

Yea: Anderson, Clawson, Hardman, Lindley, Neilson, Ostermiller, Pierce, Roper, Simmonds, Wheeler

Absent: Randall

PUBLIC COMMENT

No public comment.

FINANCIAL REPORT

Ms. Simmonds reviewed the report. ([-Attachment 1-](#)).

The restricted income line on the profit & loss statement was an overpayment so this shows the refunded money.

Ms. Simmonds noted that a full audit is required because CWD brings in over \$1 million a year (with the pass-through grants). Because funds are received from the federal government a Schedule 1 audit is also required.

CALENDAR EVENTS

- May 8-10 – Great Salt Lake Forum
- May 23 – Logan River Tour; times TBD. It will begin at Second Dam, Highline Canal Diversion, Water Lab, discuss the Logan River project, and finish at Rendezvous Park. The agenda and map will be sent out by the end of the week.
- Sept. 4 – Bear River Commission Tour

Ms. Neilson said there is still no agreement for Bob Oaks' information. Mr. Daugs said the County determined that an Interlocal Agreement would be required; the County Attorney's Office is reviewing it. The County is still committed to providing \$15,000.

MANAGER'S REPORT

Update on PL 566 Applications

Logan River – The comment period has closed. ~120 comments were received, many were repeat comments from the first round. They will be included in the draft report, which will likely be submitted to NRCS in November 2024.

Wellsville-Mendon – The NOI for the comment period to begin has not yet been published.

Porcupine - Waiting to hear when the project will move to the environmental stage.

Blacksmith Fork – Received notification that this will not be moving to the PIFR stage this year. The project will be re-submitted again next year.

Had a field visit on the Crockett project reviewing potential wetland area impacts.

H.B. 280

Mr. Daugs asked for feedback from the Board regarding Rep. Snyder's bill which addresses a long-term funding process for water infrastructure. Projects would be submitted to a designated group (ranking body) who will then review and make decisions. This bill also addresses some water fee(s) to help fund water infrastructure projects. Mr. Daugs said the challenge is to determine how to rank projects. Ms. Simmonds said a CMPO-style model was discussed (a group would determine how to disseminate funding).

Mr. Ostermiller said there are a lot of unknowns with this idea; the prioritization process will be an important component.

Mr. Daugs said there is a need to work with the smaller communities regarding long-term planning. He will be forwarding information to the members once meetings begin.

Mr. Roper said it is important to quantify the backlog before prioritization begins.

Chairman Pierce said it is difficult to compare the entire state.

Chairman Pierce asked whether the Board should come up with ideas about the fee and how they should be addressed. Mr. Daugs would like to have a recommendation from the Board. The question is how the state will be broken up, either by county or region. It is difficult to compare irrigation companies and cities. Mr. Ostermiller asked if it should be political boundaries or watersheds. Mr. Daugs will talk to Candice Hasenyager (the Director of the Utah Division of Water Resources).

Discussion on new employee and budget

The need for a new employee was discussed at the Spring Workshop. If a full-time employee is hired, a tax increase would need to be done in 2025 to maintain that position. Until then, a draw on reserves will have to be done to fund the new position and benefits. The County would need to be notified by August to have a public hearing this fall. Ms. Simmonds said the District needs to be sure that there is enough money in the budget for the full-time employee to be able to work.

Mr. Daugs pointed out that we do not ask for a specific amount for an increase, a draft budget is put together and the County will determine what the increase should be. Currently, the District is at a .25 mill levy. Ms. Simmonds pointed out that legislation states that water districts are allowed to tax up to 1 mill levy if they do not have a capital project. Mr. Daugs said the Tax Commission determines what the increase should be based on what the need is. Mr. Clawson had a discussion with the President of the Farm Bureau who said it is difficult for the District to quantify what is being done. Ms. Simmonds said it is important to plan for what the new employee will be doing. Ms. Neilson said much of this was discussed at the Workshop.

Chairman Pierce said operating expenses need to be discussed as well as funds for a new employee. The Board needs to clearly define what the vision is for this new position. Mr. Clawson asked what this new employee will be doing and how the public will see the accomplishments. Ms. Simmonds said a long-term plan needs to be clearly defined to work on short-term items. Mr. Roper asked if CWD could charge a percentage of the PL566 grants that are running through the District. Mr. Daugs said if someone were hired to take care of the paperwork and filing, a fee could be assessed. Mr. Wheeler said the District cannot continue to process grants as a pass-through, a fee should be charged for the service.

Ideas for a new employee could include conservation programs, outreach, working on legislation, updating the website, finding ways to raise/find funds to help with programs, attending meetings and updating the public, and working on an annual plan and a monthly newsletter.

Mr. Lindley said this discussion has been going on for over 6 years, the District should either hire someone or quit discussing it because it becomes a waste of time to talk about it over and over. Ms. Neilson agrees that the District needs to begin growing and changing or it will become irrelevant. This position could be a scientific outreach coordinator.

The Executive Committee will meet later in the month to come up with a specific job description. Members were encouraged to send ideas. This will be discussed at the next Board meeting.

OTHER

There will be a regular board meeting scheduled for July 1, 2024.

ADJOURN

The meeting adjourned at 7:05 p.m.

-Attachment 1-
Cache Water District
Profit & Loss Budget vs. Actual
January through March 2024

	<u>Jan - Mar 24</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Income			
Cache County	1,662.84		
Cache County Property Taxes	245,012.00	298,598.00	82.1%
Cloud Seeding	0.00	28,000.00	0.0%
PL-566 Watershed Grant NRCS	28,500.00	1,000,000.00	2.9%
Restricted Income			
Northern Utah Water Conference	750.00		
Restricted Income - Other	56,580.76		
Total Restricted Income	57,330.76		
Trapper Park Study	110,699.55	2,000,000.00	5.5%
Wellsville Mendon Study NRCS	46,692.65		
Total Income	489,897.80	3,326,598.00	14.7%
Gross Profit	489,897.80	3,326,598.00	14.7%
Expense			
Operations			
Insurance and Bonding	0.00	5,000.00	0.0%
Office Supplies	244.17	2,000.00	12.2%
Publications	0.00	3,000.00	0.0%
Rent	0.00	6,000.00	0.0%
Technology			
Cell Phone	106.92	2,500.00	4.3%
Computer and printer	276.56	2,000.00	13.8%
Total Technology	383.48	4,500.00	8.5%
Vehicle			
Fuel	0.00	3,500.00	0.0%
Vehicle - Other	0.00	50,000.00	0.0%
Total Vehicle	0.00	53,500.00	0.0%
Total Operations	627.65	74,000.00	0.8%
Outreach			
Conservation	0.00	30,000.00	0.0%
Dues	350.00	2,500.00	14.0%
Northern Utah Water Conference	300.00		
Sponsorships	0.00	2,500.00	0.0%
Training	1,110.00	5,000.00	22.2%
Website	0.00	2,000.00	0.0%
Total Outreach	1,760.00	42,000.00	4.2%

**Cache Water District
Profit & Loss Detail
March 2024**

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Ordinary Income/Expense								
Income								
Cache County								
Invoice	03/15/2024	114	Cache County 2024			Accounts Rece...	1,662.84	1,662.84
Total Cache County							1,662.84	1,662.84
Restricted Income								
Northern Utah Water Conference								
Invoice	03/15/2024	115	Northern Utah Wate...			Accounts Rece...	500.00	500.00
Total Northern Utah Water Conference							500.00	500.00
Restricted Income - Other								
Invoice	03/05/2024	112	Cache County 2024			Accounts Rece...	10,000.00	10,000.00
Invoice	03/05/2024	113	Franson Engineering			Accounts Rece...	34,445.34	44,445.34
Total Restricted Income - Other							44,445.34	44,445.34
Total Restricted Income							44,945.34	44,945.34
Total Income							46,608.18	46,608.18
Gross Profit							46,608.18	46,608.18
Expense								
Personnel								
Salary and benefits								
Bill	03/06/2024		Utah State Retirement			Accounts Paya...	1,121.14	1,121.14
Bill	03/11/2024		Health Equity			Accounts Paya...	2.25	1,123.39
Bill	03/25/2024		Public Employees H...			Accounts Paya...	2,141.81	3,265.20
Bill	03/29/2024		ADP			Accounts Paya...	1,865.36	5,130.56
Bill	03/29/2024		Nathan Daugs			Accounts Paya...	5,611.17	10,741.73
Total Salary and benefits							10,741.73	10,741.73
Travel and Mileage								
Bill	03/07/2024		Nathan Daugs			Accounts Paya...	769.03	769.03
Bill	03/07/2024		Bret Randall			Accounts Paya...	662.11	1,431.14
Total Travel and Mileage							1,431.14	1,431.14
Total Personnel							12,172.87	12,172.87
Professional Fees								
Financial Services								
Bill	03/19/2024		Jones Simkins			Accounts Paya...	266.00	266.00
Total Financial Services							266.00	266.00
Total Professional Fees							266.00	266.00

Cache Water District
Profit & Loss Detail
 March 2024

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Ordinary Income/Expense								
Income								
Cache County								
Invoice	03/15/2024	114	Cache County 2024			Accounts Rece...	1,662.84	1,662.84
Total Cache County							1,662.84	1,662.84
Restricted Income								
Northern Utah Water Conference								
Invoice	03/15/2024	115	Northern Utah Wate...			Accounts Rece...	500.00	500.00
Total Northern Utah Water Conference							500.00	500.00
Restricted Income - Other								
Invoice	03/05/2024	112	Cache County 2024			Accounts Rece...	10,000.00	10,000.00
Invoice	03/05/2024	113	Franson Engineering			Accounts Rece...	34,445.34	44,445.34
Total Restricted Income - Other							44,445.34	44,445.34
Total Restricted Income							44,945.34	44,945.34
Total Income							46,608.18	46,608.18
Gross Profit							46,608.18	46,608.18
Expense								
Personnel								
Salary and benefits								
Bill	03/06/2024		Utah State Retirement			Accounts Paya...	1,121.14	1,121.14
Bill	03/11/2024		Health Equity			Accounts Paya...	2.25	1,123.39
Bill	03/25/2024		Public Employees H...			Accounts Paya...	2,141.81	3,265.20
Bill	03/29/2024		ADP			Accounts Paya...	1,865.36	5,130.56
Bill	03/29/2024		Nathan Daugs			Accounts Paya...	5,611.17	10,741.73
Total Salary and benefits							10,741.73	10,741.73
Travel and Mileage								
Bill	03/07/2024		Nathan Daugs			Accounts Paya...	769.03	769.03
Bill	03/07/2024		Bret Randall			Accounts Paya...	662.11	1,431.14
Total Travel and Mileage							1,431.14	1,431.14
Total Personnel							12,172.87	12,172.87
Professional Fees								
Financial Services								
Bill	03/19/2024		Jones Simkins			Accounts Paya...	266.00	266.00
Total Financial Services							266.00	266.00
Total Professional Fees							266.00	266.00