

MINUTES OF THE MEETING OF THE
KEARNS IMPROVEMENT DISTRICT (KID) BOARD OF TRUSTEES
HELD OCTOBER 21, 2025 AT THE DISTRICT OFFICE
LOCATED AT 5350 WEST 5400 SOUTH, KEARNS, UTAH

Trustees Present:

Jeff Monson
Cheryle A. Hatch

Trustee Excused:

Gregory R. Christensen

Staff Present:

Greg Anderson, General Manager/CEO
Riley Astill, Finance Director/Controller
James “Woody” Woodruff, Public Works Director/Engineer
Kara Lutz, Director of Administrative Services
Robert Lutz, Director of Operations
Mark H. Anderson, Attorney
Jamie Banh, Manager of Communications, Marketing, & Executive Assistance
Mark Kelly, Meter System Specialist

Others Present:

Miranda Giles, Resident/Trustee Candidate
Mark Christensen (via Zoom) St. Andrews Park Homeowners Association

Call to Order:

Vice Chair Monson called the meeting to order at 5:30 p.m. and welcomed all those present. The invocation was offered by Jeff Monson and the pledge of allegiance was led by Kara Lutz.

Public Comments:

There were no public comments.

Approval of Minutes (September 9, 2025):

Neither of the Trustees having any corrections or additions for the minutes, it was moved by Trustee Hatch and seconded by Trustee Monson as follows:

That the September 9, 2025 KID Board meeting minutes be approved as presented.

The motion carried with Trustees Monson and Hatch each voting in the affirmative, Chair Christensen having been excused.

Board Snippet Training – “Neptune 360 High/Low Readings – KID Protocol”:

With assistance from Mark Kelly, Kara Lutz presented the monthly Board Snippet Training, on the stated subject, using a PowerPoint presentation. The presentation included a seven-day period Excel spreadsheet showing high and low water use readings. Ms. Lutz explained the water saving benefits of having real time water use information that may be accessed by KID’s customers. Hopefully, water leaks within the customers’ systems will be detected earlier, which will prevent both the waste of water and higher customer water bills. In addition, staff may be able to follow up on high water usage that is out of the ordinary for a particular customer. Mark Kelly responded to a question from Miranda Giles regarding how quickly excessive water use can be identified, with Trustee Hatch adding information. At the end of the presentation, the Trustees expressed their appreciation to Ms. Lutz and Mr. Kelly.

Discuss the General Manager’s Report:

A copy of Greg Anderson’s written monthly Report was included in the Board Book. Mr. Anderson reviewed highlights from his Report, including fruitful discussions with West Valley City attorneys and planning staff to establish a protocol to minimize the risk that new development that is to be served by KID will be approved by West Valley City without KID having been involved in the process. West Valley City will request KID’s “sign off” before permits are processed. In response to questions from the Trustees, Greg Anderson stated that this particular issue has not been a problem with the City of Kearns or the City of West Jordan. Greg Anderson also briefly touched on the recently completed Risk and Resiliency Study; opportunities to share “KID’s Story”, including at the upcoming Utah Association of Special District’s Convention; the Kearns Improvement District having been the recipient of the 2025 “Kearns Hometown Hero” award given by the Kearns Community Council; reporting that the EPA has finalized its project review, which will enable the Kearns Junior High — Sams Boulevard Waterline Project to be released for bidding; the renewal of KID’s Benefits and Health Coverage that resulted in a 2026 premium increase of 3.9%, with most other governmental entities insured by PEHP receiving increases of 7% or greater and other insurance providers quoting 11% to 13% premium increases for 2026; KID being honored with the AWWA (American Water Works Association) Intermountain Section 2025 Safety Award of Excellence; the resolution of deed issues regarding the Zone D Pump Station; and working with representatives of West Jordan City and West Valley City to obtain the Cities’ consent for KID to administer the compliance with water efficiency standards in areas served by KID, which should free up a \$65,000 grant to be awarded by the Jordan Valley Water Conservancy District.

Discuss the Communications and Marketing Report:

A copy of Ms. Banh’s written monthly Communications/Public Outreach Report was included in the Board Book. Ms. Banh reviewed highlights from her Report, including her coordination with Kara Lutz regarding water conservation and administrative services needs

(including a meeting with Ms. Lutz and LeDebut about the Leak Detective Program for kids), the Engineering and Operations and Maintenance Departments, the General Manager, and the Trustees. In particular, she mentioned the preparation of a press release regarding the Hometown Heros award and noted that KID's website recently scored 100% for site accessibility, which Vice Chair Monson described as "amazing". Both Trustees expressed their appreciation to Ms. Banh.

Discuss the Public Works Report:

A copy of Mr. Woodruff's written monthly Report was included in the Board Book. Mr. Woodruff touched on three items from his written Report. First, he reported that Spade Excavating has completed the remaining connections for the 20-inch 5400 South water line replacement after finally passing the water quality tests. Second, he reported that comments have been received from the EPA, which is to provide a \$1,000,000 grant, respecting the 2026 KID Water Supply Repair and Resiliency Project, which has been renamed, based on input from the EPA, as the Kearns Junior High – Sams Boulevard Water Line Project. The Project was advertised for bids on October 13, but the actual award of a contract will occur after the EPA approves the contractor. Mr. Woodruff responded to questions from Trustee Hatch regarding this Project. Third, Mr. Woodruff provided a development update regarding the new temple site for The Church of Jesus Christ of Latter-Day Saints that will be located in the Terraine Development at approximately 6400 South and west of U-111.

Discuss the Operations & Maintenance Report:

A copy of Mr. Lutz's monthly written Report was included in the Board Book. As Mr. Lutz reviewed highlights from his Report, he noted that sewer cleaning and inspection activities are 100% complete for the year; responded to a question from Trustee Hatch regarding a saddle leak on Rockford; reported that seven fire hydrants were replaced during September; detailed progress in replacing commercial water meters; reviewed saddle leaks, replacements, and mainline breaks and other operations and maintenance activities; and reviewed required GIS mapping and water line identification corrections.

Discuss the Administrative Report:

A copy of Ms. Lutz's monthly written Administrative Report was included in the Board Book. Among other things, Ms. Lutz praised Mark Kelly and Craig Fjelstrom for being instrumental in identifying improvements to enhance KID's billing processes; discussed tracking incoming calls to analyze call flow patterns, which may be helpful as potential impacts to call volume are considered before consolidating the District's billing cycles from four billing cycles down to one; reviewed customer feedback; mentioned the Senior Summit Living/Jordan Valley Water Conservancy District water audit, which revealed that the Senior Summit irrigation system was operating inefficiently (after initial adjustments were made, water use was reduced by 255,392 gallons from August to September); discussed a localscapes class that was held on September 16; reported on KID's booth at the Taste of Kearns event to engage with local students and families; and noted preparations for the annual Community

Trunk or Treat event on October 13. Ms. Lutz responded to a question from Trustee Hatch regarding closing an irrigation account and merging it with the regular water account (going forward, the sewer charge will be based on winter water usage). Ms. Lutz explained a change in the MACU checking/sweep account as reflected in the monthly Investment/Reserves Report. No new incidents were reflected in the Executive Safety Report.

Discuss the Financial Report:

A copy of Mr. Astill’s monthly Financial Report was included in the Board Book. Mr. Astill explained that year-to-date net income through August is \$4,118,464, attributing part of the number to the timing of income and expense items (particularly Jordan Valley Water Conservancy District wholesale water billings) and somewhat increased water sales due to an extremely dry year, plus impact fees trending significantly higher than was predicted in the Budget. Mr. Astill provided detailed information regarding KID’s water purchases from the Jordan Valley Water Conservancy District, which are on track to total approximately 8,596-acre feet by the end of the year. Mr. Astill also highlighted the Connection and Population Report that reflects year-to-date per capita consumption of 90 gallons of water per capita per day for residential connections and 156 gallons per capita per day for all connections. He noted that KID’s performance compares extremely favorably when compared with other water suppliers and is significantly lower than the year 2030 regional goal of 187 gallons per capita per day.

Consider the Check Register:

A copy of the August 2025 Check Register, which is a list of all expenditures made during the month, was included in the Board Book. Mr. Astill responded to a series of questions from Trustee Hatch regarding specific expenditures, with Greg Anderson providing additional information; and Mr. Astill and Ms. Lutz responded to a question from Trustee Monson. Mr. Lutz also responded to a question from Trustee Monson regarding a fence repair that was required because a vehicle crashed into a fire hydrant, propelling the fire hydrant into the chain-link fence.

At the end of the discussion, it was moved by Trustee Hatch and seconded by Trustee Monson as follows:

That the August 2025 Check Register be ratified and approved as presented.

The motion carried with Trustees Monson and Hatch each voting in the affirmative, Chair Christensen being excused.

Consider Training Requests:

There were no new training requests.

Consider Purchases/Costs Over \$50,000:

There were no purchases or costs requiring Board approval.

Consider Bond Releases/Reductions:

There were no bond releases or reductions to be considered by the Board.

Discuss and Consider 2026 Tentative Budget:

Riley Astill reviewed the 2026 Tentative Budget, a copy of which was included in the Board Book. He noted that no changes had been made in the Operations and Maintenance Budget and highlighted portions of the Capital Budget dealing with compressing 18 months of Central Valley Water Reclamation Facility bond repayments into twelve months, with no net negative impact on KID while realizing interest cost savings.

At the end of the discussion, it was moved by Trustee Monson and seconded by Trustee Hatch as follows:

That the Tentative 2026 Budget be tentatively adopted as presented.

The motion carried with Trustees Monson and Hatch each voting in the affirmative, Chair Christensen being excused.

Mark Christensen, representing the St. Andrews Park Homeowners Association, questioned the tentative adoption of the 2026 Budget before a public hearing had been held and asked if the Public Service Commission has jurisdiction over the District's rates and fees. Mark Anderson explained that state law specifically requires the tentative adoption of the tentative budget before a public hearing may be held, but the tentative adoption does not approve the Budget, which cannot occur until after a public hearing has been held. Mr. Anderson also explained that the Public Service Commission does not have oversight over governmental entities. Mr. Anderson noted that the District's Budget must be balanced, and Riley Astill provided additional information. Mr. Astill offered that Kara Lutz would be happy to meet with Mr. Christensen, at his convenience, to go over the Budget and the proposed service rates and fees. Greg Anderson noted that wholesale charges from the Jordan Valley Water Conservancy District (which provides approximately 94% of the culinary water that is delivered to KID's customers) and the Central Valley Water Reclamation Facility, which treats all of the wastewater collected by KID, have increased significantly. In addition, a legislative mandate is requiring the imposition of a drinking water fee that will be remitted to the state, and satisfying increased water quality regulatory requirements also costs more.

Discuss and Consider the Tentative Water and Sewer Rates, and Fees:

Agenda item IV.C. was considered out of order. It was noted that the Tentative 2026 Budget includes a 2% water rate increase and a 6% sewer rate increase, but no increase in the Central Valley Sewer Assessment. Jamie Banh explained how Mark Christensen may connect electronically with the District.

Details regarding the proposed water and sewer rates and fees were included in the Board Book. Mr. Astill briefly reviewed highlights, noting that adjustments, particularly in the commercial and industrial water rates, are intended to equalize the financial burden so single family customers will not subsidize non-residential customers, a point that has been reviewed in detail by Greg Anderson.

Consider Setting Public Hearing for 2026 Budget and Consider Setting Public Hearing for 2026 Water and Sewer Rates and Fees:

Agenda Items IV.B and IV.D were considered together because, as allowed by law, the Budget public hearing and the fees and rates public hearing will be held jointly. A proposed Public Hearing Notice for the 2026 Budget, Water and Sewer Fee Increases and New Fees was included in the Board Book. The date of the public hearing was corrected in the Notice from November 11 to November 18, after which it was moved by Trustee Hatch and seconded by Trustee Monson as follows:

That a hearing be set to consider the District’s 2026 Tentative Budget and proposed water and sewer fee increases and new fees will be held on November 18, 2025 commencing at 6:00 p.m. in the Board room at the District office located at 5350 West 5400 South, Kearns, Utah.

The motion carried with Trustees Monson and Hatch each voting in the affirmative, Chair Christensen being excused.

Consider the Update of Title 1 – Chapter 1 Administrative Policies and Procedures Organization and Management:

A redlined (to highlight changes) copy of the District’s Organization and Management Policies and Procedures was included in the Board Book. Greg Anderson noted that the District’s attorney has determined that a number of the Utah Code references in the Policy are no longer accurate. Other points in the Policy were discussed briefly, after which it was moved by Trustee Hatch and seconded by Trustee Monson as follows:

That updated Title 1, Chapter 1 of the Administrative Policies and Procedures Manual titled “Organization and Management” be approved subject to review by KID’s attorney and General Manager, who are authorized to make necessary changes to bring the Policy into harmony with applicable statutes.

The motion carried with Trustees Monson and Hatch each voting in the affirmative, Chair Christensen being excused.

Consider Closed Meeting - Discussion Regarding the Deployment of Security Personnel, Devices, or Systems:

It was moved by Trustee Hatch and seconded by Trustee Monson as follows:

That the meeting be closed to discuss the deployment of security personnel, devices, or systems.

The motion carried with Trustees Monson and Hatch each voting in the affirmative, Chair Christensen being excused. Vice Chair Monson declared the meeting to be closed at 7:16 p.m., with Trustees Monson and Hatch, along with Greg Anderson, Riley Astill, Robert Lutz, James Woodruff, Kara Lutz, and Mark Anderson, remaining in the Board room during the closed portion of the meeting.

Vice Chair Monson declared the meeting to again be open at 7:51 p.m. No action was taken during the closed portion of the meeting other than the approval of a motion to come out of the closed meeting and return to open session.

Consider Closed Meeting – Discuss the character, professional competence, or physical or mental health of one or more individuals:

It was moved by Trustee Monson and seconded by Trustee Hatch as follows:

That the Board go into closed session to discuss the character, professional competence, or physical or mental health of one or more individuals.

The motion carried with Trustees Monson and Hatch each voting in the affirmative, Chair Christensen being excused. Vice Chair Monson declared the meeting to be closed at 7:52 p.m.

Vice Chair Monson declared the meeting to again be open at 8:37 p.m. No action was taken during the closed portion of the meeting other than the approval of a motion to end the closed session and return to open session.

Due to the lateness of the hour, Vice Chair Monson suggested that only critical issues be discussed for the remaining agenda items.

Central Valley Water Reclamation Facility:

Trustee Hatch, who is KID’s representative on the Central Valley Water Reclamation Facility Board, briefly reported concerning the September 24, 2025 Central Valley Board meeting. The agenda for the meeting was included in the Board Book. She noted that CVRE will act as Central Valley’s agent in selling surplus real property and that Central Valley is reviewing its regulations. A copy of the agenda for the October 15, 2025 public hearing for Central Valley’s Tentative 2026 Budget was also included in the Board Book.

Jordan Valley Water Conservancy District:

A copy of the agenda for the October 8, 2025 Jordan Valley Water Conservancy District Board of Trustees meeting was included in the Board Book. There was no discussion.

Utah Association of Special Districts:

A copy of the agenda for the October 2, 2025 UASD Board of Trustees meeting was included in the Board Book.

Kearns City Council:

The October 14, 2025 City Council meeting was cancelled. Trustee Hatch noted that Unified Fire Station 107 is about to be fully staffed and that the City Council will conduct a canvas of the municipality's election on November 14.

Kearns Community Council:

The Community Council didn't meet this month.

Chamber West – Board of Directors, Board of Governors & Legislative Affairs:

Agendas for the September 18 Board of Governors meeting, the October 2 Legislative Affairs Committee meeting and the October 3 Board Retreat itinerary and Board Retreat meeting agenda were included in the Board Book.

Trustee Per Diem Report:

A copy of the Trustee Per Diem Report, through September of 2025, was included in the Board Book.

Adjourn:

There being no further business to come before the Board, Vice Chair Monson declared the meeting to be adjourned at 8:40 p.m.

Approved by the Board of Trustees of the Kearns Improvement District on the 18th day of November, 2025.

Dated: November 18, 2025 by /s/ Gregory R. Christensen, Chair

Dated: November 18, 2025 by /s/ Jeff Monson, Vice-Chair

Dated: November 18, 2025 by /s/ Cheryle A. Hatch, Board Clerk