

**MINUTES OF THE
HEBER VALLEY SPECIAL SERVICE DISTRICT
SEPTEMBER 11, 2025 – 4:00PM**

PRESENT:	Heidi Franco	Chair
	Celeste Johnson	Vice Chair (arrived at 4:11 p.m.)
	Colleen Bonner	Board Member
	Mike Johnston	Board Member
	Yvonne Barney	Board Member
ALSO PRESENT:	James Goodley	General Manager
	Bryan Provost	HVSSD (online participation)
	Eliza McGaha	Secretary
	Tina Rodriguez	Treasurer (cell phone participation)
EXCUSED:	Brenda Christensen	Board Member
	Don Huggard	Board Member

Conducting: Board Chair, Heidi Franco

Agenda Items:

- 1. Public Comment:** This is the public's opportunity to comment on items that are not on the agenda
- 2. Entity Updates:** From HVSSD Member Entities
- 3. Committee Updates:** From HVSSD Committees
- 4. Consent Agenda:**
 - a. Balance Sheet August 2025
 - b. Bank Reconciliation August 2025
 - c. P&L August 2025
 - d. PTIF General Fund August 2025
 - e. PTIF Impact Fee August 2025
 - f. August 2025 Warrant list approval
 - g. August 2025 YTD Budget
 - h. August 2025 Board Meeting Minutes
 - i. Headworks Project – Pay Request #4
- 5. Rate Study Update:** (Suzie Becker- Zions- 30 mins)
- 6. Headworks Upgrade Project:** - Change Order #1 - Motion to Approve (Jim Goodley 10 min)
- 7. Asset Management Plan – Progress Update:** (Jim Goodley- 15 mins)
- 8. Manager's Report:** (Jim Goodley- 30 mins)
- 9. Closed Session:** (Optional)– a strategy session to discuss pending or reasonably imminent litigation pursuant to U.C.A. 52-4-20510.Adjourn
- 10.Adjourn:**

Heidi Franco called the meeting to order at 4:05 p.m. and asked to have a moment of silence to remember the 9-11 victims.

1. Public Comment: This is the public's opportunity to comment on items not on the agenda

There was no comment from the public.

2.Entity Updates: From HVSSD Member Entities

There were no entity updates.

3. Committee Updates: From HVSSD Committees

Representatives from the Personnel Committee, Colleen Bonner and Yvonne Barney, said they got the personnel policy done. Mr. Goodley said it needs to be cleaned up, formatted, etc. before it moves on to the next phase which would be to send it to Martha Wingate, legal counsel, and Dave Rowley, Wasatch County personnel manager, for review.

4. Consent Agenda:

- a. Balance Sheet August 2025
- b. Bank Reconciliation August 2025
- c. P&L August 2025
- d. PTIF General Fund August 2025
- e. PTIF Impact Fee August 2025
- f. August 2025 Warrant list approval
- g. August 2025 YTD Budget
- h. August 2025 Board Meeting Minutes
- i. Headworks Project – Pay Request #4

Heidi Franco read the items listed in the consent agenda. Ms. Franco asked Tina Rodriguez if there was a way to get the 2024 uncleared checks off the books before November. Ms. Rodriguez replied that she is working with Mr. Goodley and Ms. McGaha on getting the uncleared taken care of.

MOTION: A motion to approve the consent agenda as per the description that Heidi Franco gave was made by Colleen Bonner, seconded by Mike Johnston. The motion carried with the following vote:

YES: Yvonne Barney, Colleen Bonner, Heidi Franco, Mike Johnston, Celeste Johnson
NO: None
ABSTAIN: None
ABSENT: Brenda Christensen, Don Huggard

5. Rate Study Update: (Suzie Becker- Zions- 30 mins)

Mr. Goodley explained that Ms. Becker cannot attend this meeting due to a prior commitment. Mr. Goodley took the board through the updated rate study that Ms. Becker gave him.

Mr. Goodley explained that the changes in the rate study were due to the projects that had been determined to be too risky to pursue because they may not meet the district's needs in the future due to permit issues. He said he took a different list of capital improvements to Ms. Becker, and they went through the model and plugged those projects in. The larger CIB projects were also removed. Mr. Goodley reminded the board we are looking to self-fund with what he called in-house capital improvement projects as well as the dredging and the \$10 million Zions bond.

There are three different scenarios that were presented.

Scenario one has no rate increase and issuing a bond for \$9 million in 2025 assuming a 5% bond rate. This means if we issue a bond for \$9 million this year, we will not need to raise rates and we will be able to cover our expenses and the next five years of capital projects.

Scenario two has a 4% rate increase and issue a bond for \$5 million in 2025 assuming a 5% bond rate. Which means if we took out a \$5 million-dollar bond we would need to increase rates by 4% this year and each year for the next four years so we would be able to cover our expenses and the next five years of capital projects.

Scenario three has an immediate 10% rate increase and a 4% rate increase for the next 4 years, with no bond and moves the 2030 project to 2031 because the cash on hand in 2030 puts us below the 180-day marker.

Mr. Goodley suggested bonding for what we need and raising rates to build up revenue. He said he hoped to have dredging bids to bring to the board next month, then we will have real numbers to work with.

MOTION: A motion to continue this item was made by Celeste Johnson, seconded by Yvonne Barney. The motion carried with the following vote:

YES: Yvonne Barney, Colleen Bonner, Heidi Franco, Mike Johnston, Celeste Johnson
NO: None
ABSTAIN: None
ABSENT: Brenda Christensen, Don Huggard

6. Headworks Upgrade Project: - Change Order #1 - Motion to Approve (Jim Goodley 10 min)

Mr. Goodley explained they have been collaborating with the contractor and our engineers on these change orders. A summarization of the changes is the moving of a water line that was in the way and was not shown on the plans as well as replacing a section of it. Also changing the design of a footing due to an electrical duct bank that was where a footing for a wall was shown. They had to change the design of the footing, add rebar and additional concrete.

MOTION: A motion to approve the upgrade project on headworks change order #1 was made by Celeste Johnson, seconded by Mike Johnston. The motion carried with the following vote:

YES: Yvonne Barney, Colleen Bonner, Heidi Franco, Mike Johnston, Celeste Johnson
NO: None
ABSTAIN: None
ABSENT: Brenda Christensen, Don Huggard

7. Asset Management Plan: – Progress Update (Jim Goodley- 15 mins)

Mr. Goodley updated the board on the asset management plan using a spreadsheet of data. He said it is still a work in progress and is about 75% done.

8. Manager's Report: (Jim Goodley- 30 mins)

Mr. Goodley presented his manager's report.

Mike Johnston left the meeting at 5:37 p.m.

9. Closed Session: (Optional)– a strategy session to discuss pending or reasonably imminent litigation pursuant to U.C.A. 52-4-20510.Adjourn

There was no closed session.

10. Adjourn:

MOTION: A motion to adjourn was made by Colleen Bonner, seconded by Celeste Johnson. The motion carried with the following vote:

YES: Yvonne Barney, Colleen Bonner, Heidi Franco, Celeste Johnson
NO: None

ABSTAIN: None

ABSENT: Brenda Christensen, Don Huggard, Mike Johnston

The meeting was adjourned at 6:06 p.m.

APPROVED on this 9th day of Oct., 2025.

Heidi Franco
Heidi Franco, Chair

Eliza McGaha
Eliza McGaha, Secretary