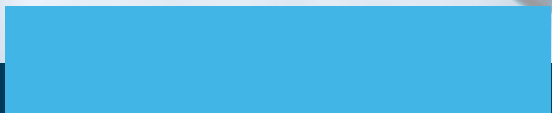




PREPARED FOR:

PREPARED BY:

***NORTH VILLAGE  
SPECIAL SERVICE DISTRICT***



# WATER CONSERVATION PLAN

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NOVEMBER 2022

# **WATER CONSERVATION PLAN**

November 2022

Prepared for:

***NORTH VILLAGE  
SPECIAL SERVICE DISTRICT***

Prepared by:



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**ABBREVIATIONS**

AMI	Advanced Metering Infrastructure
CUWCD	Central Utah Water Conservancy District
DWRi	Division of Water Rights
GPCD	Gallons per Capita per Day
JSSD	Jordanelle Special Service District
NVSSD	North Village Special Service District
TCSSD	Twin Creeks Special Service District

**UNIT CONVERSIONS**

GALLONS = ACRE FEET × 325,850  
 ACRE-FEET = GALLONS ÷ 325,850  
 MILLION GALLONS = ACRE-FEET ÷ 3.069  
 ACRE-FEET = MILLION GALLONS x 3.069  
 GPCD = GALLONS ÷ DAYS OF USAGE ÷ POPULATION

## **INTRODUCTION**

Attitudes toward water supplies are changing. Water is no longer seen as a boundless resource, but as a valuable commodity that needs to be managed carefully. Therefore, conservation is becoming a larger part of water suppliers' plans to meet future water needs. Many water suppliers throughout the country have adopted conservation programs. Benefits of these programs include:

- Using existing water supplies more efficiently
- Maximization of existing water conveyance, treatment, and distribution facilities
- Deferring or eliminating the expense of construction or capital improvement projects
- Reducing the need for additional water supplies

North Village Special Service District (NVSSD or District) recognizes the benefits of conservation programs. The District sees that per capita use will be at higher levels without emphasis and a clear plan on conservation. It also recognizes that there are still many benefits of further conservation efforts. Since sustained water conservation efforts will be an important component in the District's plans for future water use, this report will evaluate the District's current conservation program and will discuss additional measures that will allow further conservation of water.

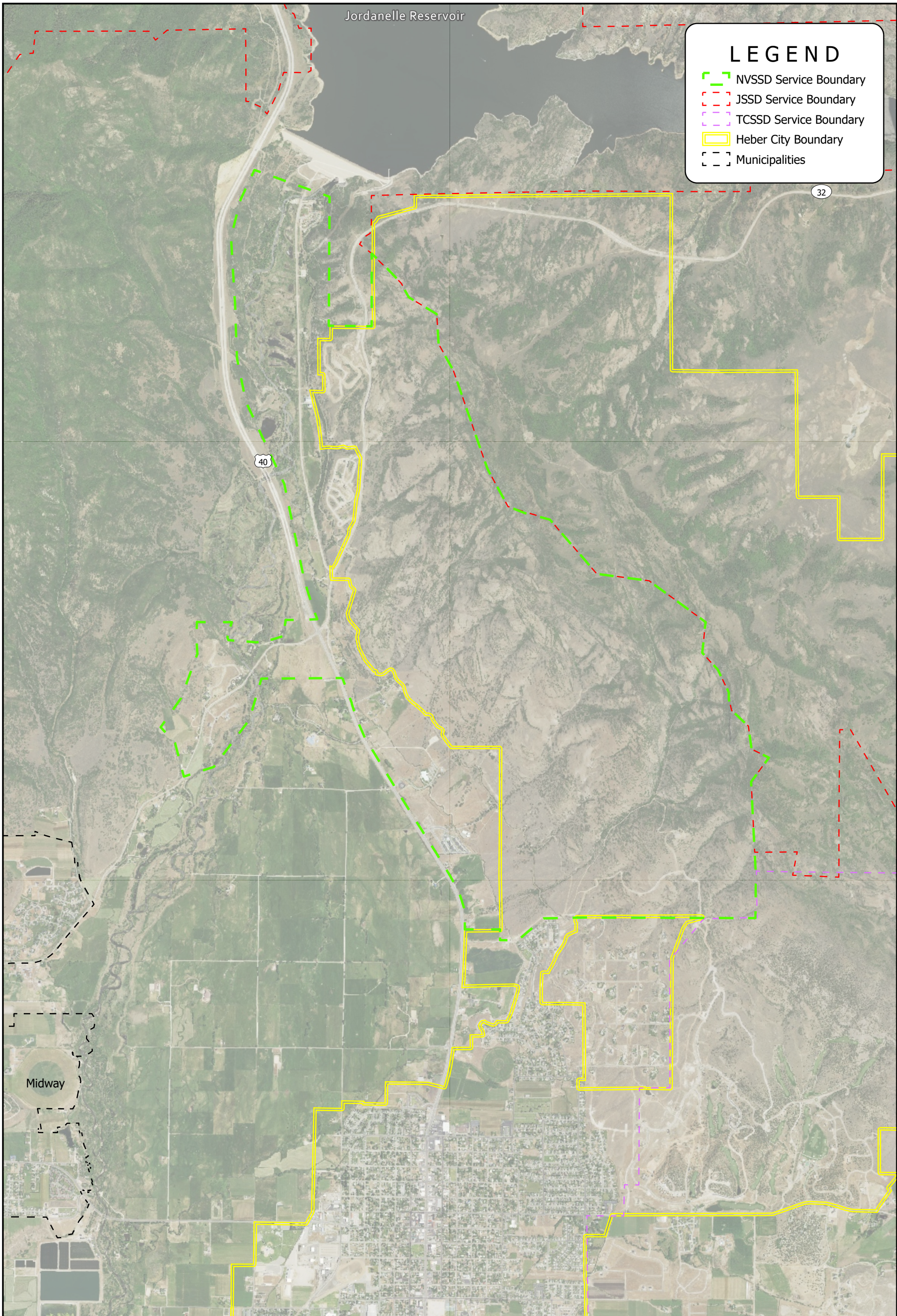
## **SYSTEM PROFILE**

### **North Village Special Service District Water System Service Area**

North Village Special Service District is located in the northern part of Wasatch County and has a population of roughly 520 fulltime residents. NVSSD has a culinary water system with future plans to implement a secondary water system.

The existing NVSSD system service area is shown in Figure 1. The system serves NVSSD's legal boundaries, being boarded to the north and east by Jordanelle Special Service District (JSSD), to the west by Midway and to the south by the Twin Creeks Special Service District (TCSSD) and Heber City water system. North Village is primarily located to the east of Highway 40 and south of Jordanelle Reservoir. Heber City's boundary overlaps the majority of the undeveloped area within NVSSD service boundary to the east.





**LEGEND**

- - - NVSSD Service Boundary
- - - JSSD Service Boundary
- - - TCSSD Service Boundary
- Heber City Boundary
- Municipalities



NVSSD  
**CONSERVATION PLAN**

**SERVICE AREA**

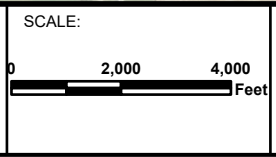
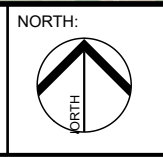


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**1**

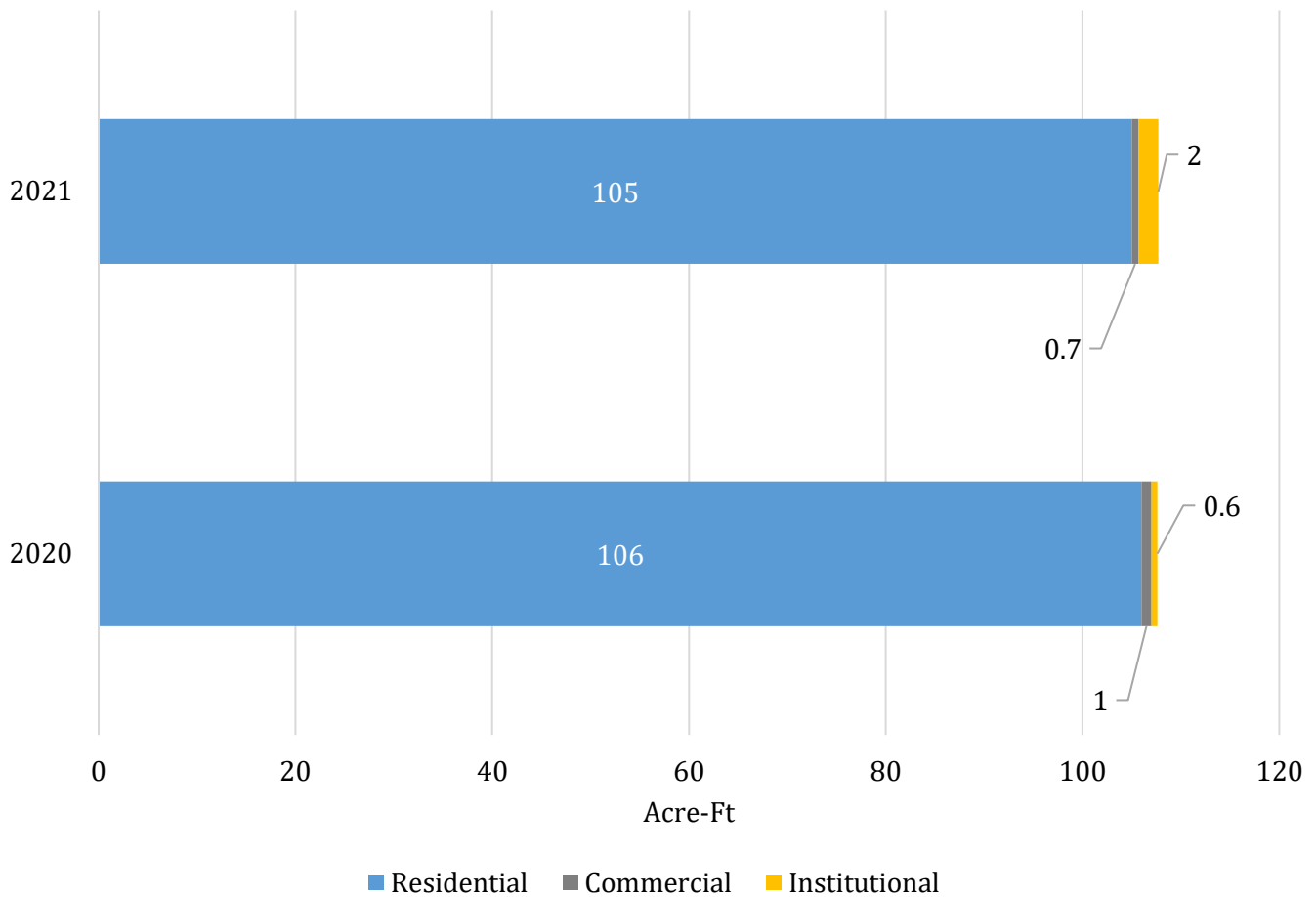


**System Connections**

The North Village water system includes residential, commercial, and institutional connections. To help evaluate and quantify the amount of water that can reasonably be conserved in JSSD, an analysis of current water use patterns has been performed. Usage among different classes of customers for the year 2021 is shown in Table 1 and Figure 2.

**Table 1  
2021 Water Usage by Connection Type**

Customer Class	Accounts	Percent of Connections	Annual Water Sales (acre-ft)	Percent of Total Water Use
Residential	159	97.55%	104.78	97.59%
Commercial	3	1.84%	0.65	0.61%
Institutional	1	0.61%	1.94	1.81%
<b>TOTAL</b>	<b>163</b>	<b>100.00%</b>	<b>107.37</b>	<b>100.00%</b>



**Figure 2 Culinary Usage by Type**

Table 1 and Figure 2 indicate that roughly 98 percent of the meters in NVSSD are residential connections, accounting for 98 percent of the total water use. The majority of the future connections are also expected to be residential in this area so the dominance of residential connections will continue. Hence, residential water use represents the largest single area for potential conservation. However, as NVSSD develops, its number of commercial and institutional accounts is expected to grow. Thus, non-residential accounts should not be overlooked as potential contributors to future conservation efforts.

### Current Rates

Table 2 shows the District's current culinary water rate structure. NVSSD charges different rates based on meter size.

**Table 2  
2021 NVSSD Water Rates**

Meter Size (inches)	2016	2017	2018	2019	2020	2021
1 and Smaller	\$66.67	\$68.75	\$71.21	\$73.85	\$77.02	\$80.20
1.5	\$79.51	\$81.88	\$84.88	\$88.18	\$92.14	\$96.03
2	\$94.92	\$97.63	\$101.25	\$105.37	\$110.29	\$115.25
3	\$130.89	\$134.39	\$139.46	\$145.48	\$152.64	\$160.08
4	\$182.27	\$186.91	\$194.03	\$202.77	\$213.14	\$224.13
6	\$310.72	\$318.20	\$330.47	\$346.02	\$364.39	\$384.26
8	\$464.85	\$475.75	\$494.19	\$517.91	\$545.89	\$576.42
10	\$644.68	\$659.56	\$685.20	\$718.45	\$757.64	\$800.60
12	\$1,038.59	\$1,062.18	\$1,103.60	\$1,157.73	\$1,221.48	\$1,291.66
Volume Rates (\$/kgal) (All use over 12K gal/month)						
All Customers	\$14.47	\$14.48	\$15.06	\$15.10	\$15.10	\$15.03

All Block 1 water is currently included in the monthly base rate allowance (the first 12,000 gallons of water used per connection). However, the price of this water (approximately \$4.50/thousand gallons) is about 70% less expensive than the Overage Volume rate for water above 12,000 gallons per month. At more than \$15.00 per thousand gallons, the charge for Block 2 water is very aggressive when compared to other water rates in Utah and provides a significant incentive for conservation.

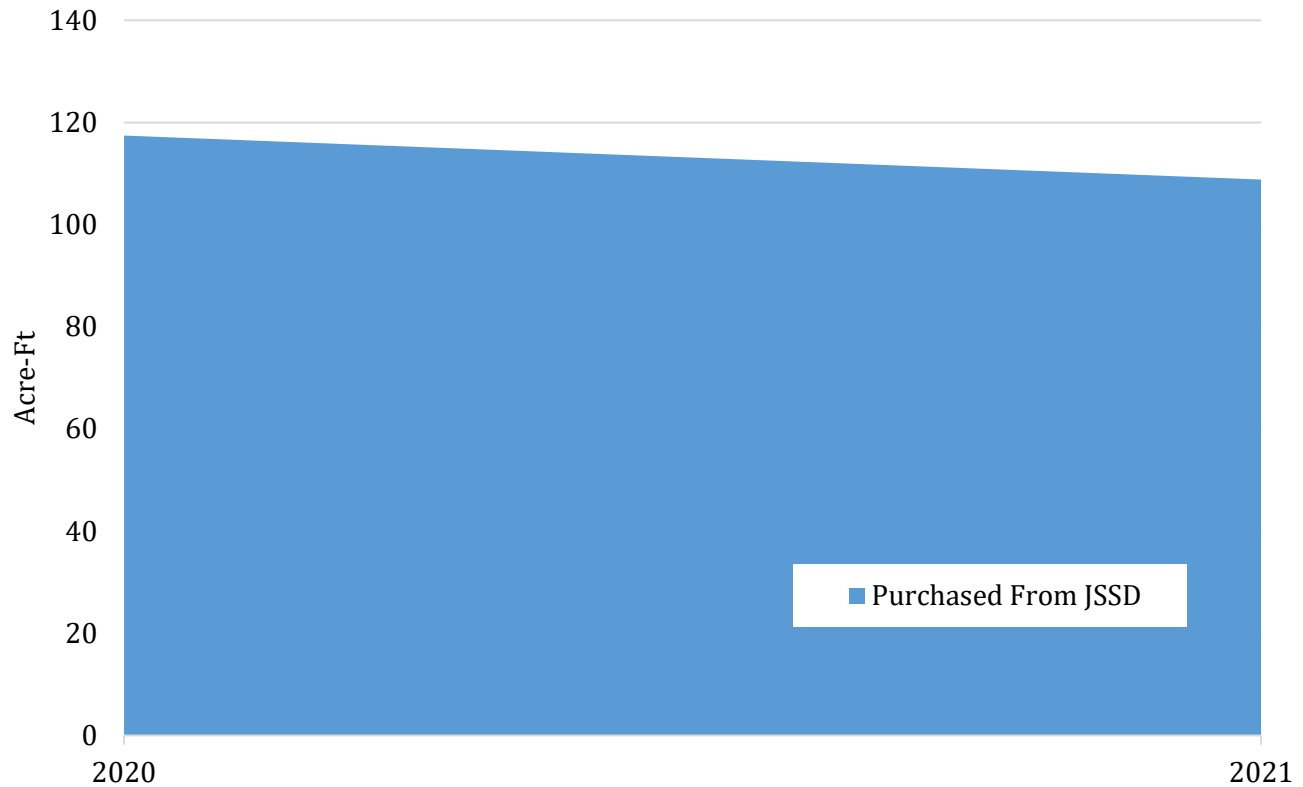
The District will be preparing a new rate study later this year to identify areas where conservation could be encouraged. Preliminary ideas for adjusting the rate structure for conservation include the creation of a more graduated tier structure.

### SUPPLY INFORMATION

A summary of NVSSD's current and historical water supply is contained here. For additional information on water supply, the reader should refer to North Village Special Service District's Water Master Plan. North Village currently has no existing sources within its legal boundaries. The District meets system demand by purchasing wholesale supply from Jordanelle Special Service District's Keetley Water Treatment Plant.



Figure 3 shows NVSSD production data (what was purchased from JSSD) reported to the Division of Water Rights (DWRi) website for 2020 and 2021.



**Figure 3 NVSSD Source Summary**

In addition to looking at what current sources have been producing, it is critical to consider how much current sources could produce. NVSSD shares its source capacity with JSSD due to the proximity and interconnectedness of the two systems. Therefore, Table 3 summarizes the maximum available supply from JSSD’s current source which serves NVSSD for both average historic production and estimated reliable annual yield.

**Table 3  
Existing Source Annual Capacity Summary**

Sources	Average Year Production (acre-ft)	Estimated Reliable Annual Yield (acre-ft) <sup>1</sup>
Keetley Water Treatment Plant (JSSD)	6,500	5,900
<b>TOTAL</b>	<b>6,500</b>	<b>5,900</b>

<sup>1</sup> Estimated reliable annual yield is based off a “dry year.” A dry year is meant to represent the lowest water year in which typical level of service is to be maintained (i.e. no extra-ordinary mitigation measures implemented).

While the District won’t have access to Keetley’s full capacity, JSSD planning includes additional capacity for expected NVSSD growth. JSSD supply and demand planning includes NVSSD connections

now and in the future. NVSSD has guaranteed capacity for its current 163 connections and NVSSD will purchase additional capacity in the JSSD sources for each new NVSSD connection.

One additional note regarding District water sources is water rights. The District has sufficient water rights to utilize its sources to meet the needs of its current connections. Similar to source capacity, NVSSD will continue to acquire water rights to meet its future demand via its water dedication requirements. All new development must dedicate sufficient water rights as a condition of development. Therefore, as the District grows into its sources (i.e. JSSD sources), the rights to be able to fully utilize its sources will be in place.

**WATER MEASUREMENT**

Currently, all water connections within NVSSD are metered and read on a monthly basis. Over the last few years, the District has transitioned to an automated metering infrastructure (AMI) system. AMI systems automate collection of meter data around the District and can actively measure use, identify leaks, and educate customers on use. NVSSD’s AMI system provides an online portal for each customer through which water use on a monthly (or even hourly) basis can be viewed and interacted with. Installation required the construction of central towers to collect the data. Generally, AMI technology can help encourage water conservation by helping customers proactively monitor water use. The NVSSD system is universally metered with AMI.

**WATER PRODUCTION, SALES, AND SYSTEM LOSS**

**Historic Water Use**

Historic water use from 2020 to 2021 is summarized in Table 4 below. Table 4 includes both water production (water produced by JSSD and delivered to the system) and water sales (metered use out of the system) for the culinary system. For both categories, per capita water use has also been calculated.

Data for this table comes from the production records and water sales records which were provided by the District to the Division of Water Rights. An average occupancy per connection is approximated to be 3.1 persons per connection (per the latest 2020 census data for Wasatch County).

**Table 4  
Historic Per Capita Water Culinary Production, Sales and System Loss**

Year	NVSSD Full Time Population	Historic Water Production (acre-ft)	Per Capita Production (gpcd)	Historic Water Sales (acre-ft)	Per Capita Water Use (gpcd)	System Loss (acre-ft)	System Loss %
2020	516	117.44	203	107.40	186	10.04	4.47%
2021	516	108.82	118	107.37	186	1.45	0.67%

**Current Per Capita Water Use**

Per capita indoor and outdoor water use for the year 2021 by water use type is summarized in Table 5. Culinary data for 2021 was obtained from the DWRi. It was assumed that the indoor to outdoor ratio was consistent for all customer types.

**Table 5  
Current Per Capita Water Use By Type**

<b>User Type</b>	<b>Indoor Use (gpcd)</b>	<b>Outdoor Use (gpcd)</b>	<b>Total Use (gpcd)</b>
Residential	85.2	96.4	181.6
Commercial	0.53	0.60	1.1
Institutional	1.57	1.77	3.3
<b>Total</b>	<b>87.3</b>	<b>98.77</b>	<b>186</b>

### **System Losses**

Over the last two years<sup>1</sup>, average system losses in the JSSD water system have been approximately 2.5 percent of annual water production, as shown in Table 4. The District currently has a team which meets regularly to audit water use, continually tighten up their data, and identify causes of water loss. See “Conservation Practices” for further discussion of District efforts to minimize system losses including prevention activities and activities to locate and eliminate losses.

### **CONSERVATION GOAL WITH MILESTONES**

The State of Utah recently adopted regional conservation goals that focus on regions primarily matching dominant river drainages. The District aims to meet the State of Utah’s conservation targets (Utah’s Regional M&I Conservation Goals, November 2019). The adopted goals establish 2015 as the baseline year for setting conservation targets. Table 6 below shows target per capita goals for the Provo River Region, which is the region in which NVSSD is located.

Based on the data available, it appears that NVSSD has a per capita water use in recent years of approximately 186 gpcd, significantly ahead of current conservation goals. However, with only a few years of available data, the data may not be a totally reliable indication of future water demands and conservation abilities. The factors which contribute to uncertainty in the currently calculated gpcd numbers are:

- NVSSD is relatively new and very small compared to its full buildout condition (so small variations or discrepancies in population or meter data can significantly affect results).
- It is difficult to predict the actual average population due to the part-time and transient nature of many residents (NVSSD has a significant amount of second homes, vacation condos/apartments, and educational housing).
- The data being used is data from the two pandemic years and that likely affected residency and water use.

As a result of these difficulties and the limited data, the district conservation goals may need to be adjusted as observed data is collected. Until more data collection can be done, the District will adopt the Provo River Region conservation goals.

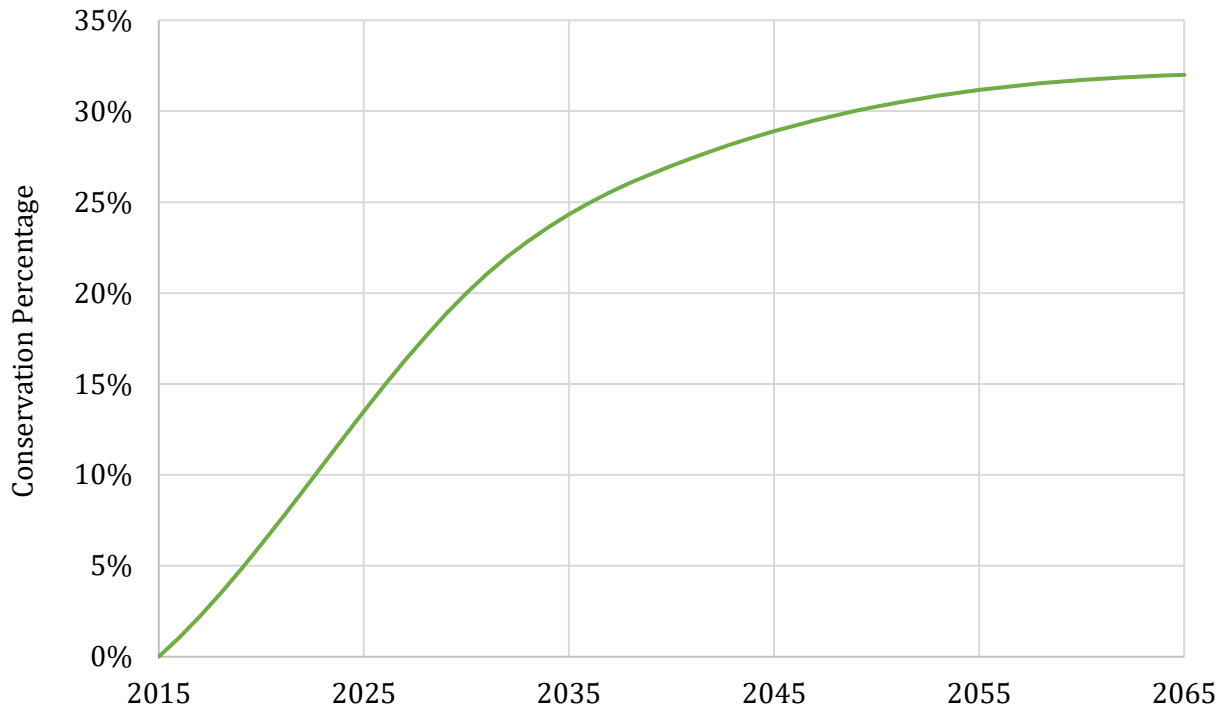
<sup>1</sup>Only the past two years of NVSSD data have been used because previous years’ data has been found to be unreliable. NVSSD is pursuing an aggressive water data collection, management, and calibration program to increase the fidelity of future years’ data.



The conservation goals for NVSSD are summarized in Table 6 and Figure 4.

**Table 6  
Conservation Goal With Milestones Through 2065**

Year	State Conservation Goal	NVSSD Per Capita Water Use Goal (gpcd)
2015	0% / 222 gpcd	N/A
2030	20% / 179 gpcd	179
2040	27% / 162 gpcd	162
2065	32% / 152 gpcd	152



*Figure 4 Conservation Curve*

**Measuring Savings from Conservation**

Figure 5 shows historic water sales per capita compared to the proposed District conservation goal discussed previously. To track how well the City is doing in achieving its conservation goal in the future, the City will continue to annually estimate per capita water demands based on yearly metered sales data and an updated population estimate as a function of new system connections.

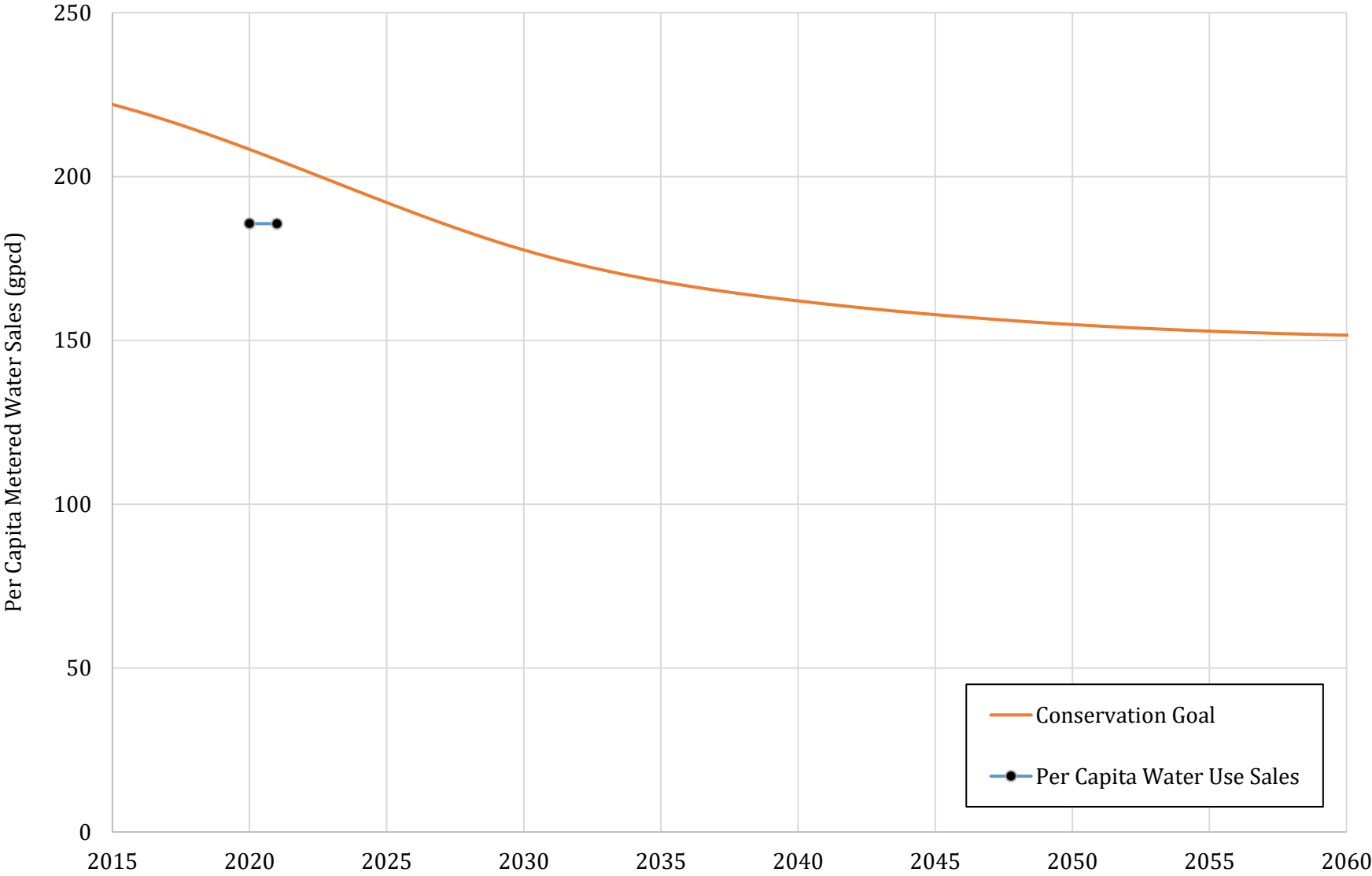


Figure 5 NVSSD Conservation Goal

## EFFECT OF CONSERVATION ON FUTURE WATER SUPPLY AND DEMAND

While the District has not experienced large amounts of growth in the past 2 years as a result of COVID and other issues, it is expected to have much more aggressive growth in the future. Future growth is expected to fill the developments along Highway 40. The historic and projected population for the NVSSD water service area are shown in Table 7.

**Table 7**  
**NVSSD Projected Population**

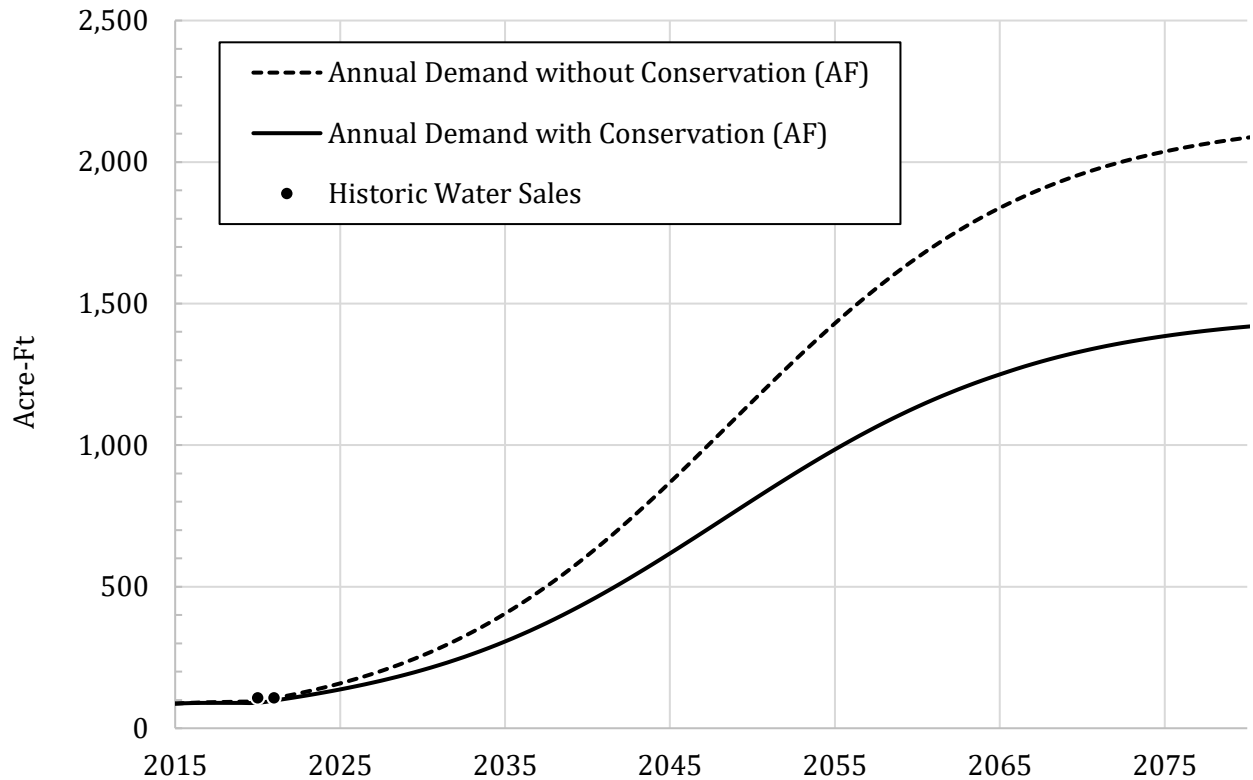
Year	Estimated Population
2020	516
2021	516
2025	780
2030	1,280
2040	3,230
2050	6,730
2060	10,700
Buildout	15,500

Based on these growth estimates, Table 8 and Figure 6 show both the projected water production requirement (demand) for the District with conservation and the projected production requirement if no conservation occurs.

**Table 8**  
**Projected Culinary Water Production Requirements**

Year	Projected Production Requirements without Conservation (acre-ft)	Projected Production Requirements At Proposed Conservation Goal (acre-ft)
2020	96	90
2021	106	98
2025	158	137
2030	257	206
2035	405	306
2045	869	618
2050	1,155	805
2055	1,430	985
2060	1,663	1,136
2065	1,838	1,250
Buildout	2,159	1,468





**Figure 6 Annual Demand Projections with and without Conservation**

As can be seen in Table 8 and Figure 6, approximately 700 acre-ft per year can be conserved at buildout if NVSSD is able to reach their conservation targets. This represents 700 acre-ft less water that needs to be purchased annually from JSSD. It will be imperative that the District make an effort to conserve throughout their system. Because NVSSD has a relatively high percentage of undeveloped land, significant savings on a per capita basis are expected through the development of new properties with smaller lot sizes and reduced turf grass coverage. Recommendations for conservation are described in the section below.

## **WATER CONSERVATION PRACTICES**

The following sections document both existing and proposed water conservation practices in the District. To organize the information, each section groups conservation practices by the following major conservation categories:

- Conservation Public Awareness Practices
- Education and Training Practices
- Rebates, Incentives, and Rewards
- Ordinances and Standards
- Water Pricing
- Improvements to Physical System

## Current Conservation Practices

NVSSD has been working in recent years on its conservation practices and will continue to do so. NVSSD's current conservation practices are listed below (organized by conservation category):

### Conservation Public Awareness Practices:

- **Universal Water Meters** – All residential, commercial, and institutional connections to the District's water system are metered. The District also meters water that is used in public areas such as parks and streetscapes.
- **Consumer Confidence report** - As part of its annual Consumer Confidence Report sent to all customers, the District includes materials encouraging water conservation habits.
- **Drought Letters** – As a part of its typical operation, NVSSD usually sends out letters in the spring discussing the outlook of the year's water supply and therein encourages conservation.
- **Mandatory AMI Portal Sign Up for Leak Forgiveness** - NVSSD requires those who seek forgiveness on leaks to be signed up for the Customer Water Usage Portal to be eligible for reimbursement.

### Education & Training Practices:

- **Conservation Links on the District Website**
  - **Important Water Conservation** – A link to “Water Conservation 2022 Reminders & Resources.” This document reminds the NVSSD customers that as of April of this year, Gov. Cox declared a state of emergency due to drought conditions. It encourages users to conserve secondary irrigation and lists resources
  - **Watering Recommendations** – A link to “Slow the Flow” tools and resources tab. This outlines more ways for customers to save and allows them to research rebates they are eligible for.
  - **Weekly Lawn Watering Guide** – A link to the Utah Department of Natural Resources guidelines to how to water your lawn efficiently during the hottest days of the year.
  - **Customer Water Usage Portal** – A link to the customer AMI portal that the District provides. The customer portal allows customers to view actual water usage with real-time data for both their culinary and/or irrigation meter.

As of 2022, 52 of 212 (25%) customers in NVSSD are registered on the portal.

### Ordinances & Standards:

NVSSD as a service district does not control land use policy. However, the land use authority for the many NVSSD's customers, Wasatch County, does have ordinances which promote conservation in new development as follows.

- **Ordinance 5.6.7: Native Plants/Native-Like Plants** - Native landscapes and vegetation areas that reflect the indigenous plant materials and landscape textures are envisioned. Native landscape species consist primarily of drought tolerant plants. Plants in wet areas shall be consistent with native species in these types of plant associations. The plant materials should thrive with very little or no irrigation, except during the period of initial establishment. All native landscape plants should be carefully planted due to the high

mortality rate for these species. Plants that are "native-like" are species that may be indigenous but not endemic to the area. The use of the indigenous species or other more recent introduced species that mimic native plants is acceptable. Transplanting existing plants on the site is encouraged.

- **Ordinance 5.6.8: Turf Meadow and Wildflowers** - Where turf areas are necessary, a turf grass blend should be chosen that is durable to traffic and drought tolerant. It is required that irrigation accompanies turf areas, and it is mandatory for irrigation systems to be installed with turf that is laid over slab.
- **Ordinance 5.6.9.1 Minimize Lawn Areas** - Lawn areas should be kept to a minimum within the JSPA. An appropriate use of turf is to scale the lawn to the surrounding area and use. Some common public spaces are intended as park-like settings.

Those areas in the District in which land use is not controlled by Wasatch County are controlled by Heber City. Heber City similarly has ordinances which promotes conservation in new development as follows:

- **Ordinance 13.04.080 Wasting Water Prohibited** - It is unlawful for any person to waste water or allow it to be wasted by imperfect valves, leaky joints or pipes, or to allow tanks or water troughs to leak or overflow or to wastefully run water from hydrants or faucets, or through basins, toilets, urinals, sinks or other apparatus, or use the water in violation of the rules and regulations for controlling the water supply.
- **Ordinance 13.04.130 Water Conservation Proclamation** - In time of scarcity of water, whenever it is, in the judgment of the City Council, necessary, the Mayor of the City may, by proclamation, limit the use of water for other than domestic purposes to such extent as may be necessary for the public good. It is unlawful for any person, by himself, family, servants, or agents, to violate any proclamation made by the Major in pursuance of this Section.

#### **Water Pricing:**

- **Increasing Water Block Schedule** – NVSSD currently structures its Water Rate schedule that customers that have higher water usage pay more for water via its overage charges.

#### **Improvements to Physical System:**

- **AMR to AMI Project** – From 2019 to 2021, the District converted their metering system to an AMI system. This allows the district to better collect data, as well as have this data readily available to the consumers.

#### **New Conservation Practices Planned for Implementation**

There are several new conservation practices that the District has either recently started to implement or will implement in the next five years. The following sections describe each conservation practice and Table 9 summarizes the implementation schedule, estimated costs, and measurement of progress for each practice.

#### **Conservation Public Awareness Practices:**

- **Water Shortage and Drought Plan** – Complete a detailed water shortage and drought plan by 2024. This plan will include specific drought stages along with triggers and responses for each. This will target drought responses and allow for timely action when drought conditions exist.



- **Update Conservation Plan** – This document creates the NVSSD conservation plan of conservation goals and practices to be adopted by the NVSSD Board. NVSSD will update regularly to capture new data, reflect additional growth, and check in on conservation practices/goals.

#### Education & Training Practices:

- **Assign NVSSD Staff Member Conservation Tasks** – Assign a NVSSD staff member to act as a Water Conservation Education Coordinator that ensures that the public/stakeholder education and engagement for water conservation as identified in this plan are sent out (mailers) and kept up to date (website).
- **Backflow Preventor Lead Training** - Train back flow preventor lead operator to identify outdoor water waste and report it to the District so corrective action can be taken (e.g. sprinklers watering concrete).
- **Educate Users on the Water Usage Portal** – Include educational inserts in mailed bills to inform how to access to the portal and what information it has. NVSSD will set a goal to increase the percentage of customers registered for the portal in the next 5 years.

#### Rebates, Incentives & Rewards:

- **Educate Consumers on CUWCD Rebates** – Central Utah Water Conservancy District (CUWCD) offers rebate programs that residents in Wasatch County can participate in.
  - **Smart Controller Rebates** – Receive a rebate for up to \$75 when you purchase an eligible WaterSense labeled smart controller. Smart controllers reduce water waste by automatically adjusting how often and how long a landscape is watered based on local weather and landscape conditions.
  - **Flip Your Strip** – Park strips are known to be one of the most challenging portions of any landscape to maintain. Central Utah Water now offers rebates of up to \$1.25/sq ft to homeowners who convert their current lawn filled park strip to a water efficient design. “Flipped” park strips can save an estimated at 5,000-8,000 gallons every year.
  - **Localscapes Rewards** – Localscapes is an approach to landscaping designed specifically for Utah. Plus, you could qualify for cash rewards and a free review of your Localscapes landscape plan.
  - **Toilet Replacement** – Receive up to \$100 when you replace your old toilet with a WaterSense labeled toilet! Toilets use more water than any other indoor fixture. Because toilets manufactured before 1994 use more gallons of water per flush, replacing them is an easy way to conserve water.

#### Water Pricing:

- **Evaluate Current Water Rate Structure to Further Incentivize Conservation** – Within the next 2 years, the District will complete a rate study to identify potential modifications to its current rates structure that encourage reductions in excessive water use and further incentivize conservation. This will likely be more graduated increasing block rate structure than what they have now. Results of the review will be presented to the JSSD board for consideration.

#### Improvements to Physical System:

- Implement Fully Metered Secondary System** – The District just began constructing a secondary system in the NVSSD service boundary for future development to alleviate outdoor demand on the culinary system with supply from the Timpanogos Canal. The first sections of the system are expected to be operational in 2023. The system will be 100% metered from the start and will utilize an increasing block rate structure. See the soon-to-be-released NVSSD Secondary Water Master Plan (2022) for more details.
- Participate in AWWA Water Audit Program** – This program helps water suppliers quantify system water loss and associated revenue losses. This will be the natural progression of the District’s existing internal auditing after all the necessary metering is completed (remaining wholesale meters) and all data are consolidated. The District will participate in at least one water audit by 2025.

**Table 6  
Implementation, Schedule, Estimated Cost, and Measurement of Progress**

<b>New Conservation Practices</b>	<b>Implementation Timeline</b>	<b>Estimated Cost</b>	<b>Measurement of Progress</b>
Water Shortage and Drought Plan	Complete by 2024	\$20,000	Completion of report with associated recommendations
Develop Water Conservation Plan	Complete by 2022	\$8,300	Completion of report
Assign NVSSD Staff Member Conservation Tasks	Complete by 2025	Varies	Complete the associated tasks (See New Conservation Practices)
Backflow Preventor Lead Training	Complete by 2023	Varies	Create training program for NVSSD system operators
Educate Consumers on CUWCD Rebates	Begin in 2023	Varies	Educate NVSSD consumers on the rebate programs available to them
Educate Consumers on Water Usage Portal	Begin in 2023	Varies	Raise portal registration from 25% to 30%
Evaluate Current Water Rate Structure to Further Incentivize Conservation	Complete in 2022	\$10,000	Completion of report with associated recommendations
Implement Fully Metered Secondary System	Complete in 2023	Varies	Bring secondary system online including the development of an increasing block rate structure.
Participate in AWWA Water Audit	Complete by 2025	\$10,000	Completed audit score and record

## **WATER CONSERVATION COORDINATOR**

The District currently does not have a water conservation coordinator. See new conservation practices.

## **WATER CONSERVATION PLAN AUTHOR(S)**

This plan was prepared by Bowen Collins & Associates at the Draper office:

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Primary authors of the plan are:

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## **NORTH VILLAGE SPECIAL SERVICE DISTRICT CONTACTS**

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**BOWEN COLLINS**  
& ASSOCIATES

[WWW.BOWENCOLLINS.COM](http://WWW.BOWENCOLLINS.COM)

**PUBLIC HEARING  
NOVEMBER 8, 2022**

**WATER RESERVATION RATE INCREASE**

Justin Dietrich, from Bowen Collins, presented a power point presentation and then indicated that as of the effective date of this resolution, the annual fee charged for any water reservation agreement executed by the district shall be \$555.03 per acre foot of water so reserved. This annual rate shall remain effective until the district, pursuant to Section 5 of Resolution 2022-03, revised such annual fee.

**Public Comment:**

Board Chair Marilyn Crittenden then opened the matter up for public comment and there was none, so the public comment period was closed.

**Motion:**

**Board Member Steve Farrell made a motion to adopt Resolution 2022-3 as presented. Board member Ryan Stack seconded the motion, and the motion carries with the following vote:**

**AYE: Board Chair Marilyn Crittenden  
AYE: Board Member Kendall Crittenden  
AYE: Board Member Steve Farrell  
AYE: Board Member Ryan Stack  
AYE: Board Member Rachel Kahler**

**NAY: None.**

**ADJOURNMENT**

**Board Member Rachel Kahler made a motion to adjourn. Board Member Kendall Crittenden seconded the motion and the motion carries with the following vote:**

**AYE: Board Chair Marilyn Crittenden  
AYE: Board Member Kendall Crittenden  
AYE: Board Member Steve Farrell  
AYE: Board Member Rachel Kahler  
AYE: Board Member Ryan stack**



**NAY: None.**

Meeting adjourned at 6:15 p.m.

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MARILYN CRITTENDEN /BOARD CHAIR

**NORTH VILLAGE SPECIAL SERVICE DISTRICT  
WATER CONSERVATION PLAN  
RESOLUTION NO. 2022-02**

**RECITALS**

WHEREAS, the North Village Special Service District (the “District”) is a special service district established by the County Legislative Body of Wasatch County, Utah, pursuant to the provisions of Utah law, for the purpose of providing culinary and irrigation water delivery services within the District’s boundaries; and

WHEREAS, Utah and surrounding states have been impacted by drought for several years, coupled with growth and development, all of which are expected to continue in years to come; and

WHEREAS, the State of Utah has enacted the Water Conservation Act, Utah Code Ann. § 75-10-32, which requires the District to create and implement a Water Conservation Plan; and

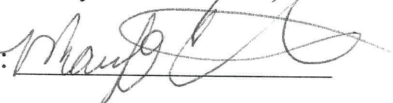
WHEREAS, the District engaged Bowen Collins & Associates (“BC&A”) to research the best practices and approaches to water conservation engaged in by other water suppliers and the District itself, and to recommend approaches to water conservation that would be appropriate in the District; and

WHEREAS, BC&A prepared a draft Water Conservation Plan; and

WHEREAS, the Board has reviewed and considered BC&A’s recommendations, and has determined that it is in the best interests of the District and its customers to adopt those recommendations.


NOW, THEREFORE, the Wasatch County Council, acting as the governing board of the District (the “Board”), hereby adopts the Water Conservation Plan attached hereto as Exhibit A.

Resolution 2022-02 Approved and adopted this 8th day of November, 2022

By: 

District Board Chairman

Attest:

By:   
District Treasurer



**MINUTES OF THE WASATCH COUNTY COUNCIL  
ACTING AS  
THE GOVERNING BOARD OF THE  
NORTH VILLAGE SPECIAL SERVICE DISTRICT  
NOVEMBER 8, 2022**

PRESENT: Board Chair Marilyn Crittenden  
Board Member Steve Farrell  
Board Member Kendall Crittenden  
Board Member Ryan Stack  
Board Member Rachel Kahler

EXCUSED: Board Member Jeff Wade  
Board Member Danny Goode

STAFF: Max Covey, General Manager  
Theresa Baronek, District Treasurer  
Dana Kohler, Administrative Assistant  
Doug Scow, Water Rights Manager  
Kierstan Smith, CPA  
Chance Morris, Distribution/Collections Manager  
Wade Webster, Keetley Water Treatment Plan Manager  
David Fuller, Project Coordinator  
Shari Coleman, Accounting Clerk  
Terese Robins, District Treasurer  
Rick Tatton, Court Reporter via Zoom

Board Chair Marilyn Crittenden called the meeting to order at 4:30 p.m. on Tuesday November 8, 2022. The record should show that all the Board Members are present except Board Member Danny Goode and Board Member Jeff Wade. The record should further show that the Governing Board of the North Village Special Service District is meeting in the Wasatch County Senior Center Classroom in the Wasatch County Library Building located at 465 E 1200 S, Heber City, Utah 84032. Board Chair Marilyn Crittenden then called the first agenda item.

**REGULAR SESSION**

**APPROVAL OF THE MINUTES SEPTEMBER 13, 2022, AND OCTOBER 11, 2022.**

**Board Member Ryan Stack made a motion to approve the minutes for September 13, 2022, as written. Board Member Steve Farrell seconded the motion, and the motion carries with the following vote:**

**AYE: Board Chair Marilyn Crittenden**  
**AYE: Board Member Steve Farrell**  
**AYE: Board Member Kendall Crittenden**  
**AYE: Board Member Ryan Stack**  
**AYE: Board Member Rachel Kahler**

**NAY: None.**

There was not enough Board Members who were present at the October 11, 2022, meeting so the approval of the October 11, 2022, minutes will have to be continued.

### **WARRANT LIST APPROVAL**

**Board Member Rachel Kahler made a motion to approve the warrants in the amount of \$142,706.19. Board Member Steve Farrell seconded the motion, and the motion carries with the following vote:**

**Board Chair Marilyn Crittenden**  
**Board Member Steve Farrell**  
**Board Member Kendall Crittenden**  
**Board Member Ryan Stack**  
**Board Rachel Kahler**

**NAY: None.**

### **PRELIMINARY BUDGET/SET PUBLIC HEARING FOR BUDGET.**

Kierstan Smith, CPA, presented a power point presentation and indicated that:

Account 11250, approximately \$52,000 will be carried over from the prior year and will be transferred to reserves in October.

Account 11270, these funds will be used to prepay impact fees to JSSD to be used in the construction of the Fisher Ranch Water Treatment Plant.

Account 1640, the increase in this account balance is due to the addition of the Highway 40 Sewer Force Main and Highway 40 Gravity Sewer Line.

Account 33000, Penalty Revenue consists of late fees on accounts.

Account 35070, currently some developers pay their water reservations annually and others pay monthly.

Account 38500, the district had budgeted for 50 new connections in 2022 but so far there have only been 8.

Account 51100, the cost reported in this account is due to the repair of a sewer air vac.

Account 72000, depreciation is expected to exceed the current budgeted amount due to additional contributed infrastructure recorded after the budget was adopted last December.



Also, the District is experiencing positive cash flow overall due to operating net income and a significant increase in interest income thanks to higher interest rates.

**Board Member Kendall Crittenden made a motion to accept the preliminary budget and set the public hearing for the budget to December 13, 2022, at 6:00 p.m. Board Member Ryan Stack seconded the motion, and the motion carries with the following vote:**

**AYE: Board Chair Marilyn Crittenden  
AYE: Board Member Steve Farrell  
AYE: Board Member Kendall Crittenden  
AYE: Board Member Rachel Kahler  
AYE: Board Member Ryan Stack**

**NAY: None.**

### **QUARTERLY FINANCIAL REPORT**

Kierstan Smith, CPA. went over the Quarterly Financial Report and indicated that cash and cash equivalents are \$4,205,611.34 and restricted cash and cash equivalents are \$218,801.26. For a total of \$4,424,412,60. Which amount was \$4,266,986.90 for September 30, 2021.

**Board Member Kendall Crittenden made a motion to approve the Quarterly Financial Report as has been presented. Board Member Ryan Stack seconded the motion, and the motion carries with the following vote:**

**AYE: Board Chair Marilyn Crittenden  
AYE: Board Member Steve Farrell  
AYE: Board Member Kendall Crittenden  
AYE: Board Member Ryan Stack  
AYE: Board Member Rachel Kahler**

**NAY: None.**

### **WATER CONSERVATION PLAN**

Justin Dietrich, from Bowen Collins, addressed the Governing Board of the North Village Special Service District and presented a power point presentation and then indicated attitudes toward water supplies are changing. Water is no longer seen as a boundless resource but as a valuable commodity that needs to be managed carefully. Therefore, conservation is becoming a larger part of water suppliers' plans to meet future water needs. Many water suppliers throughout the country have adopted conservation programs.

Benefits of these programs include:

Using existing water supplies more efficiently.  
Maximization of existing water conveyance, treatment, and distribution facilities.  
Deferring or eliminating the expense of construction or capital improvement projects.  
Reducing the need for additional water supplies.

North Village Special Service District NVSSD or District recognizes the benefits of conservation programs. The district sees that per capita use will be at higher levels without emphasis and a clear plan on conservation. It also recognizes that there are still many benefits of further conservation efforts. Since sustained water conservation efforts will be an important component in the district's plans for future water use, this report will evaluate the district' current conservation program and discuss additional measures that will allow further conservation of water.

**Board Member Steve Farrell made a motion to approve the water conservation plan Resolution No. 2202-2 as presented. Board Member Ryan Stack seconded the motion, and the motion carries with the following vote:**

**AYE: Board Chair Marilyn Crittenden  
AYE: Board Member Steve Farrell  
AYE: Board Member Kendall Crittenden  
AYE: Board Member Ryan Stack  
AYE: Board Member Rachel Kahler**

**NAY: None.**

#### **GENERAL MANAGER'S REPORT**

Max Covey, the General Manager, addressed the Governing Board of the North Village Service District and indicated that he has nothing to report at this time.

#### **OTHER BUSINESS**

Max Covey, the General Manager, and the Governing Board of the North Village Special Service District has no other business.