

Roy Water Conservancy District

Minutes of Board Meeting

January 14, 2026

5:00 p.m.

The following are minutes of the Board of Trustees regularly scheduled board meeting that was held at Roy Water Conservancy District, located at 5440 Freeway Park Drive, Riverdale, UT 84405, on Wednesday, January 14, 2026, at 5:00 p.m.

Present: Jon S. Ritchie, Chair; Gary S. Adams, Vice-Chair; Chad Zito and Mark Ohlin, Trustees; Rodney Banks, Manager/Treasurer; Attorney Brent Rose, Clyde Snow; and Courtney Harris, Records Clerk.

I. CALL TO ORDER. Chair Ritchie called the meeting to order at 5:00 p.m. and welcomed everyone present.

II. PLEDGE OF ALLEGIANCE. The Pledge of Allegiance was led by Mr. Ohlin.

III. APPROVAL OF MINUTES.

A. Approval of December 2025 Board Meeting Minutes. Mr. Ohlin made a motion to accept and approve the minutes of December 10, 2025, Board meeting as written. Mr. Zito seconded the motion. The motion carried unanimously.

B. Approval of Public Hearing for the Allotment of Water Minutes. Mr. Adams made a motion to approve the minutes of the Public Hearing for the Allotment of Water. Mr. Ohlin seconded the motion. The motion carried unanimously.

C. Approval of Public Hearing for the Adoption of 2026 Budget Minutes. Mr. Ohlin made a motion to approve the Public Hearing for the Adoption of 2026 Budget minutes. Mr. Zito seconded the motion. The motion carried unanimously.

IV. BUSINESS.

A. Discussion of Contracts and Petitions. Mr. Banks said based on Utah Code 73-10-34(14), the District is required to enter into contracts on or after July 1, 2025, that allow the District to bill by tiered conservation rates which is interpreted as "bill by the gallon". Mr. Banks said further, by no later than July 1, 2030, regardless of whether a secondary water supplier is fully metered or has modified existing contracts with end users, a secondary water supplier shall begin billing an end user using a tiered conservation rate that considers revenue stability, water conservation, and cost of service. Mr. Banks said the District has had four iterations of the contract and petition over the years indicating that once signed and recorded, the contract and petition would be in perpetuity, although they do not specifically indicate "bill by the gallon".

Attorney Rose said the first District petition from 1972 says, "the Petitioner agrees to purchase and pay for the right to use such water, whether or not petitioner actually takes and uses the same at a price to be fixed annually by the Board." Attorney Rose said his opinion is that the language allows for billing by the gallon. Attorney Rose said the following two petitions have the same language. Attorney Rose said the latest version of the petition and contract was crafted to more closely align with the Water Conservancy Act. Attorney Rose said the latest version of the petition says, "any water allotment granted...shall be subject to the timely payment of all contract assessments duly levied by the District...and timely payment of...other fees and charges." Attorney

Rose said the latest version of the water contract also says, “for the allotment of irrigation water granted to Petitioner hereunder, the Petitioner shall annually hereunder pay to the District a sum per acre-foot, including a debt service component and an operation and maintenance component multiplied by the contract amount...to be fixed annually by the Board and paid by the Petitioner in conformance with the following...” Attorney Rose said the residential petition says the payment will be billed and collected by Weber County, and shall become a perpetual lien against the assessed land. Attorney Rose said the contract says the, “petitioner shall also be obligated to pay the District any connection fees, impact fees, and other fees and charges.” Attorney Rose said the contract says, “the Board may divide the District into units and within each respective unit fix a different rate per acre-foot or other unit of measurement of water...” Attorney Rose said the commercial water allotment contract says the same thing regarding payment.

Attorney Rose said every iteration of the contract says the petitioner is bound by the rules and regulations of the District and that the petitioner agrees to abide by all federal, state, and local laws. Attorney Rose said since the current law in the State of Utah is that the District can no longer bill by acre-foot and must bill by the gallon, the District has legal authority to bill by the gallon notwithstanding the contract. Attorney Rose said it is his opinion that the District does not need to have a new petition and contract signed for existing water allotment petitions and contracts, although he said the District could have any petitions and contracts signed since July 1, 2025, be re-signed using the updated petition and contract that will clearly outline tiered water rates. Attorney Rose said he would be comfortable defending any iteration of the contract and petition the District currently has on file.

Attorney Rose asked Mr. Banks how Weber Basin is getting new contracts signed upon transfer of ownership. Mr. Banks said if Weber Basin is made aware of a change in ownership, they ask the new owner to sign a new contract. Attorney Rose asked how billing by the gallon through the county would work. Mr. Banks said state code says the District may contract with a municipality for billing and collecting, and a municipality shall comply. Mr. Banks said it has not yet been decided how the District will bill. Mr. Banks said one idea that has been proposed is to continue billing a base rate through the county.

Mr. Ohlin expressed concern about water users trying to opt out of secondary water if it costs as much or more than culinary water. Mr. Banks said it is a concern for the District, but Roy City’s culinary system would not have the capacity to deliver the amount of water the District does during the water season in addition to their culinary water demands.

Attorney Rose said the District will need to amend its rules and regulations to reflect changes in the law regarding billing as billing by acre-foot is no longer legal, and every contract says the petitioner will abide by the District’s rules and regulations. Attorney Rose said the District’s rules and regulations will need to say that the contract assessment will be based on a tiered conservation rate as required by law. Attorney Rose said the contract will indicate that the District will bill in a different way to encourage water conservation, but the water user will not be able to use more than their contracted allotment amount. Mr. Banks and Attorney Rose agreed that the petition and contract needs to be updated as soon as possible to be approved in February’s Board meeting. Attorney Rose said the rules and regulations will be amended after the current legislative session ends in the event there are additional changes needed.

B. Consideration of Resolution 2026-01 Authorizing Signers on the District’s Financial Accounts. Mr. Banks said the resolution will update signers on the District’s financial accounts due to changes in Trustees beginning January 1, 2026.

Mr. Zito made a motion to adopt Resolution 2026-01 Authorizing Signers on Roy Water Conservancy District’s Financial Accounts. Mr. Adams seconded the motion. The motion carried unanimously.

C. Consideration of Resolution 2026-02 Authorizing Access to Utah Public Treasurer's Investment Fund Accounts. Mr. Adams made a motion to adopt Resolution 2026-02 Authorizing Access to Roy Water Conservancy District's Public Treasurer's Investment Fund Accounts. Mr. Ohlin seconded the motion. The motion carried unanimously.

D. Consideration of Resolution 2026-03 Clyde Snow Contract Extension. Mr. Banks said a Memorandum of Contract Determination is required when considering multiyear contracts which may not be for a period of more than five years. Mr. Banks said the memorandum for each contract extension outlines the experience and importance of continuity of service with each of the professional services the District utilizes.

Mr. Ohlin made a motion to adopt Resolution 2026-03 Extending Clyde Snow Professional Services Agreement. Mr. Zito seconded the motion. The motion carried unanimously.

Attorney Rose was excused at 6:00 p.m.

E. Consideration of Resolution 2026-04 Wasatch Civil Contract Extension. Mr. Adams made a motion to adopt Resolution 2026-04 Extending Wasatch Civil Professional Services Agreement. Mr. Zito seconded the motion. The motion carried unanimously.

F. Consideration of Resolution 2026-05 Child Richards Contract Extension. Mr. Ohlin made a motion to adopt Resolution 2026-05 Extending Child Richards Professional Services Agreement. Mr. Adams seconded the motion. The motion carried unanimously.

G. Consideration of Resolution 2026-06 Adams Petersen Contract Extension. Mr. Adams made a motion to adopt Resolution 2026-06 Extending Adams Petersen Professional Services Agreement. Mr. Zito seconded the motion. The motion carried unanimously.

H. Consideration of Resolution 2026-07 Voting Wilson Irrigation Company Shares. Mr. Ohlin made a motion to adopt Resolution 2026-07 Voting Wilson Irrigation Company Shares. Mr. Adams seconded the motion. The motion carried unanimously.

I. Consideration of 2025 Audit. Mr. Zito made a motion to appoint Child Richards CPAs and Advisors to perform the District's 2025 audit. Mr. Ohlin seconded the motion. The motion carried unanimously.

J. Consideration of Progress Payment for Pump House Switchgear Replacement Project. Mr. Adams made a motion to approve a progress payment for the Pump House Switchgear Replacement Project in the amount of \$6,603.99 to Lynn Woodward Electric. Mr. Ohlin seconded the motion. The motion carried unanimously.

K. Consideration and Award of Rate Study. Mr. Banks said the last rate study was conducted nine years ago, so he reached out to consulting firms for proposals. Mr. Banks said three companies submitted proposals, with Crews and Associates being the lowest bidder. Mr. Banks said they are fully qualified to conduct the rate study.

Mr. Ohlin made a motion to award the Rate Study to Crews and Associates. Mr. Adams seconded the motion. The motion carried unanimously.

L. Consideration and Award of Landscape Maintenance Contract. Mr. Banks said two landscape contractors submitted bids for the five year contract. Mr. Banks said J.D. Young and Sons Landscaping is the current contract holder, and they only increased the amount by about \$2,000.

Mr. Zito made a motion to award the 2026 to 2030 Landscape Maintenance Contract to J.D. Young and Sons Landscaping in the amount of \$26,700 annually. Mr. Ohlin seconded the motion. The motion carried unanimously.

M. Consideration of Railrunner Phase 3 Development Agreement. Mr. Banks said the project is located at 4461 South 2700 West in Roy, which is immediately west of the railroad tracks and east of Roy City's West Park. Mr. Banks said this phase will complete the project, and they already have water allotted to the parcel. Mr. Banks said the developer will be required to install a 1½ inch meter and lateral.

Mr. Ohlin made a motion to approve Railrunner Phase 3 Development Agreement. Mr. Zito seconded the motion. The motion carried unanimously.

N. Public Comments. As no members of the public were present, Chair Ritchie closed the floor for public comments.

V. REPORTS FROM MANAGER AND TRUSTEES.

A. Manager & Trustees Reports. Mr. Banks said the truck sale is complete.

Mr. Banks said the base stations are done and the radio frequencies have been certified to Sensus standards.

Mr. Banks said the contractor for the Pump House Switchgear project is working on the punchlist, and some start-up items with the motor control center will take place in the next few weeks.

Mr. Banks said the District has spent about \$13.65 million of the \$15 million secondary water metering grant money.

Mr. Banks said the meter portal is available, and Weber Basin has made some improvements to the site.

Mr. Banks said as of January 13th, East Canyon was 70% full, Echo was 52% full, and the Weber River Basin year to date snow water equivalent was 66% of median. Mr. Banks said soil moisture was 66%, which is above the median of 52%. Mr. Banks said currently 100% of the state is in moderate to extreme drought condition.

B. Review of Monthly Bank Statements and Cancelled Checks. Mr. Adams said the audit committee, consisting of himself, Mr. Banks, and Mrs. Doolan, met January 12, 2026, and reported no problems or issues with the monthly bank statements, credit card statements, and cancelled checks.

VI. FINANCIAL REPORT.

A. Approval of Monthly Financial Report. Mr. Ohlin made a motion to approve the monthly financial report. Mr. Adams seconded the motion. The motion carried unanimously.

B. Approval of 4th Quarter 2025 Financial Report. Mr. Zito made a motion to approve the 4th quarter 2025 financial report. Mr. Adams seconded the motion. The motion carried unanimously.

VII. APPROVAL OF EXPENSES. Mr. Adams made a motion to approve expenses as of January 14, 2026. Mr. Zito seconded the motion. The motion carried unanimously.

VIII. ADJOURNMENT. Mr. Ohlin made a motion to adjourn at 6:14 p.m. Mr. Zito seconded the motion. The motion carried unanimously.

February 11, 2026
Minutes Approved

/s/ Jon S. Ritchie, Chair

/s/ Recording Secretary