

Roy Water Conservancy District

Minutes of Board Meeting

October 15, 2025

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, October 15, 2025, at 5:00 p.m.

Present: Jon S. Ritchie, Chair; Gary S. Adams, Vice-Chair; Gary L. Newman and Mark Ohlin, Trustees; Rodney Banks, Manager/Treasurer; Phil Durbano, Operations Supervisor; and Courtney Harris, Records Clerk.

Excused: Chad Zito, Trustee.

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. Adams.

III. APPROVAL OF MINUTES. Mr. Newman made a motion to accept and approve the minutes of September 10, 2025, Board meeting as written. Mr. Ohlin seconded the motion. The motion carried unanimously.

IV. BUSINESS.

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

B. Discussion of 2026 Draft Budget. Mr. Banks said most of the income and expense line items stayed about the same with a few changes. Mr. Banks said assessment revenues are expected to increase by about 1.5% due to ongoing increases in operation costs and for future meter replacement. Mr. Banks said the amount of grant money income is lower than previous years because the project is nearing completion.

Mr. Banks said a bill passed in the previous legislative session allowing for Trustee compensation to be increased if a public hearing for the increase takes place. Mr. Banks said there is no longer a cap of \$5,000 per year. Chair Ritchie said the Trustees of the District Board are not serving to make money, but the compensation should be fair. After some discussion, it was decided to wait and see what other boards throughout the state do before deciding on an increase in compensation for District Trustees.

Mr. Banks said the engineering budget includes an amount to perform a professional rate study. Mr. Banks said there is an amount in the property maintenance line item to address the loss of bark mulch over the years.

Mr. Banks said there are line items in Capital Improvements for a main line valve project, secondary water metering project if needed, continuing plan review for UDOT's 3500 West project, and a line item for the Pump House Main Power Gear Upgrade if necessary. Mr. Banks said the District is coordinating main line replacement projects with Roy City's asphalt overlay projects, but nothing has been finalized yet. Mr. Banks said New Assets include new trucks and a trench box for safety purposes.

C. Consideration of Progress Payment for Sensus Base Stations, Infrastructure, and Software. Mr. Banks said the District has received the base stations and antennas.

Mr. Ohlin made a motion to approve a progress payment for the Sensus Base Stations, Infrastructure, and Software in the amount of \$156,907.70 to Mountainland Supply. Mr. Adams seconded the motion. The motion carried unanimously.

D. Consideration of District Representative to Vote at Utah Association of Special Districts Annual Convention. Mr. Adams made a motion to appoint the Chair of the Board of Trustees as representative to vote for the District at the Utah Association of Special Districts Annual Convention and the Vice-Chair and General Manager as alternates. Mr. Newman seconded the motion. The motion carried unanimously.

E. Consideration of Jiffy Lube Addition Development Agreement. Mr. Banks said the Jiffy Lube Addition project is located at 4084 South Midland Drive in Roy, behind the existing Jiffy Lube. Mr. Banks said the parcel has an existing water allotment, and the developer will be required to install a 1-inch service lateral and meter.

Mr. Ohlin made a motion to approve the Jiffy Lube Addition Development Agreement. Mr. Adams seconded the motion. The motion carried unanimously.

F. Consideration of The Caroline Development Agreement. Mr. Banks said the 62-townhome project is located at 2349 West 6000 South in Roy. Mr. Banks said the parcel has a unique existing water allotment and already has a 1-inch meter installed. Mr. Banks said the developer will be responsible for making sure the existing secondary service and meter is in the correct location to serve the parcel.

Mr. Adams made a motion to approve The Caroline Development Agreement. Mr. Ohlin seconded the motion. The motion carried unanimously.

V. REPORTS FROM MANAGER AND TRUSTEES.

A. RWCD and West Haven Systems. Mr. Durbano said the season went well, and all scheduled projects were completed.

B. Utah Water Summit · September 23, 2025. Mr. Banks said he, Mr. Adams, and Mr. Ohlin attended the Summit. Mr. Ohlin said he found the meeting informative.

C. Water Smart Innovations Conference · October 7-10, 2025. Mr. Banks said the conference had good sessions and provided a lot of information on water conservation efforts in the West.

D. Manager & Trustees Reports. Mr. Banks said the contractor for the pump house electrical project will begin work on October 20th.

Mr. Banks reminded the Board of the required Open and Public Meetings training on November 5th at the UASD convention.

Mr. Banks said the District has spent about \$13.5 million of the \$15 million in grant money received for the secondary water metering project. Mr. Banks said District staff are currently working on programming meters and radios.

Mr. Banks said as of October 14th, East Canyon was 64% full, Echo was 38% full, and the Weber River Basin year to date precipitation, which began October 1st, was 334% of median. Mr. Banks said soil moisture was 55% with the median being 42%. Mr. Banks said 100% of the state is in some measure of drought condition. Mr. Banks said the District's water use was about 1.2% higher than at the same time last year.

E. Review of Monthly Bank Statements and Cancelled Checks. Mr. Adams said the audit committee, consisting of himself, Mr. Banks, and Mrs. Doolan, met October 13, 2025, and reported no problems or issues with the monthly bank statements, credit card statements, and cancelled checks.

VI. APPROVAL OF FINANCIAL REPORTS.

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

B. 3rd Quarter Financial Report. Mr. Adams made a motion to approve the 3rd quarter financial report. Mr. Ohlin seconded the motion. The motion carried unanimously.

VII. APPROVAL OF EXPENSES. Mr. Adams made a motion to approve expenses as of October 15, 2025. Mr. Newman seconded the motion. The motion carried unanimously.

VIII. ADJOURNMENT. Mr. Newman made a motion to adjourn at 5:35 p.m. Mr. Adams seconded the motion. The motion carried unanimously.

November 12, 2025

Minutes Approved

/s/ Jon S. Ritchie, Chair

/s/ Recording Secretary