

Roy Water Conservancy District

5440 Freeway Park Drive
Riverdale, UT 84405

AGENDA

Monthly Board of Trustees' Meeting
September 10, 2025
5:00 P.M.

- I. CALL TO ORDER**
- II. PLEDGE OF ALLEGIANCE**
- III. APPROVAL OF MINUTES**
- IV. BUSINESS**
 - A. Public Comments
 - B. Consideration of Final Payment for Secondary Water Metering Project Phase 12
 - C. Consideration of Final Payment for Secondary Water Metering Project Phase 15
 - D. Consideration and Award of Pump House Switchgear Replacement Project
 - E. Consideration of 2025 Vehicles Sale and 2026 Vehicles Purchase
 - F. Consideration of Construction Standards, Specifications and Drawings Update
- V. REPORTS FROM MANAGER AND TRUSTEES**
 - A. Manager & Trustees Reports
 - B. Review of Monthly Bank Statements and Cancelled Checks
- VI. APPROVAL OF FINANCIAL REPORT**
 - A. Monthly Financial Report
- VII. APPROVAL OF EXPENSES**
- VIII. ADJOURNMENT**

In compliance with the Americans with Disabilities Act, persons needing auxiliary communicative aids and services for this meeting should call the District at (801) 825-9744, giving at least three (3) working days notice.

MEMORANDUM

TO: Board of Trustees

FROM: Rodney Banks, Manager

DATE: September 5, 2025

SUBJECT: **IV.B. Consideration of Final Payment for Secondary Water Metering Project Phase 12**

The District has received a request for final payment from Yard Masters for the Secondary Water Metering Project Phase 12. The final payment is in the amount of \$25,907.70. The items being requested for payment have been verified as installed.

A suggested motion for approval would be, “I move that we approve a Final Payment for the Secondary Water Metering Project Phase 12 in the amount of \$25,907.70 to Yard Masters.”

MEMORANDUM

TO: Board of Trustees

FROM: Rodney Banks, Manager

DATE: September 5, 2025

SUBJECT: **IV.C. Consideration of Final Payment for Secondary Water Metering Project Phase 15**

The District has received a request for final payment from AJC Construction and Excavation for the Secondary Water Metering Project Phase 15. The final payment is in the amount of \$20,439.00. The items being requested for payment have been verified as installed.

A suggested motion for approval would be, “I move that we approve a Final Payment for the Secondary Water Metering Project Phase 15 in the amount of \$20,439.00 to AJC Construction and Excavation.”

MEMORANDUM

TO: Board of Trustees

FROM: Rodney Banks, Manager

DATE: September 8, 2025

SUBJECT: **IV.D. Consideration and Award of Pump House Switchgear Replacement Project**

After a bid solicitation and mandatory pre-bid meeting where four electrical contractors attended, the District received a bid from Lynn Woodward Electric (LWE) to replace the District's Switchgear in the Pump House. Since LWE's bid is within budget and much less than the engineer's estimate, the Trustees can choose to move forward by awarding the bid to LWE or it can reject the bid and begin again. The drawback to not awarding is that the project needs to be completed by the end of this calendar year for it to be ready for next water season. Starting the bidding process over again will cause a significant delay in the completion of the project. It is recommended that the District award the Pump House Switchgear Replacement Project to LWE.

A suggested motion would be, "I move that we award the Pump House Switchgear Replacement Project to Lynn Woodward Electric in the amount of their bid."

Or "I move that we reject all bids and begin the bidding process again."

MEMORANDUM

TO: Board of Trustees

FROM: Rodney Banks, Manager

DATE: September 5, 2025

SUBJECT: **IV.E. Consideration of 2025 District Vehicles Sale**

Listed below is the sale/trade-in value of each District truck in comparison to the truck purchase and other costs.

| <u>Truck</u> | <u>Purchase Price</u> | <u>Labor to Remove and Replace Light Bar and Toolbox</u> | <u>TOTAL</u> | <u>Estimated Sale Price</u> | <u>Price Difference</u> |
|--------------------------|-----------------------|--|---------------------|---------------------------------|-----------------------------|
| 2025 GMC Sierra AT4 3500 | \$74,703.00 | \$0.00 | \$74,703.00 | \$72,000.00 | (\$2,703.00) |
| 2025 GMC Sierra AT4 3500 | \$74,703.00 | \$46.81 | \$74,749.81 | \$72,000.00 | (\$2,749.81) |
| 2025 GMC Sierra SLT 3500 | \$76,555.00 | \$46.81 | \$76,601.81 | \$74,000.00 | (\$2,601.81) |
| 2025 GMC Sierra AT4 3500 | \$74,448.00 | \$46.81 | \$74,494.81 | \$72,000.00 | (\$2,494.81) |
| 2025 GMC Sierra SLT 3500 | \$76,027.00 | \$46.81 | \$76,073.81 | \$74,000.00 | (\$2,073.81) |
| 2025 GMC Sierra AT4 3500 | \$74,268.00 | \$46.81 | \$74,314.81 | \$72,000.00 | (\$2,314.81) |
| TOTAL | \$450,704.00 | \$234.06 | \$450,938.06 | \$436,000.00 | (\$14,938.06) |
| | | | | per truck average per year | (\$3,734.52) |
| | | | | per truck average per month | (\$311.21) |

A suggested motion for approval would be, "I move that we approve the 2025 Vehicles Sale and 2026 Vehicles Purchase."

MEMORANDUM

TO: Board of Trustees

FROM: Rodney Banks, Manager

DATE: September 5, 2025

SUBJECT: **IV.E. Consideration of 2026 District Vehicles Purchase**

Listed below is the sale/trade-in value of each District truck in comparison to the truck purchase and other costs.

| <u>Truck</u> | <u>Estimated Purchase Price</u> | <u>Labor to Remove and Replace Light Bar and Toolbox</u> | <u>TOTAL</u> | <u>Anticipated Sale Price</u> | <u>Price Difference</u> |
|--------------------------|---------------------------------|--|---------------------|-------------------------------|-------------------------|
| 2026 GMC Sierra AT4 3500 | \$77,245.00 | \$0.00 | \$77,245.00 | \$74,000.00 | (\$3,245.00) |
| 2026 GMC Sierra AT4 3500 | \$77,245.00 | \$46.81 | \$77,291.81 | \$74,000.00 | (\$3,291.81) |
| 2026 GMC Sierra SLT 3500 | \$89,506.00 | \$46.81 | \$89,552.81 | \$86,000.00 | (\$3,552.81) |
| 2026 GMC Sierra AT4 3500 | \$77,430.00 | \$46.81 | \$77,476.81 | \$74,000.00 | (\$3,476.81) |
| 2026 GMC Sierra SLT 3500 | \$89,506.00 | \$46.81 | \$89,552.81 | \$86,000.00 | (\$3,552.81) |
| 2026 GMC Sierra AT4 3500 | \$77,245.00 | \$46.81 | \$77,291.81 | \$74,000.00 | (\$3,291.81) |
| TOTAL | \$488,177.00 | \$234.06 | \$488,411.06 | \$468,000.00 | (\$20,411.06) |
| | | | | per truck average per year | (\$3,401.84) |
| | | | | per truck average per month | (\$283.49) |

MEMORANDUM

TO: Board of Trustees

FROM: Rodney Banks, Manager

DATE: September 5, 2025

SUBJECT: **IV.F. Consideration of Construction Standards, Specifications and Drawings Update**

There is a need to revise the District's Construction Standards, Specifications and Drawings approved in October of 2020. There are multiple changes due to situations the District's personnel have encountered with the secondary water metering project and UDOT projects. These changes to the District's Construction Standards, Specifications and Drawings will adequately address those situations.

A suggested motion for approval would be, "I move that we approve the Construction Standards, Specifications and Drawings dated September 10, 2025.

MEMORANDUM

TO: Board of Trustees

FROM: Rodney Banks, Manager

DATE: September 10, 2025

SUBJECT: **V.A. Manager and Trustees Reports**

The following is a reminder of upcoming meetings and events:

Board Meeting – September 10, 2025, at 5:00 p.m.
UWUA Water Summit – September 23, 2025, in Layton, UT
Board Meeting – October 15, 2025, at 5:00 p.m.
UASD Annual – November 5-7, 2025, in Layton, UT
Board Meeting – November 12, 2025, at 5:00 p.m.
Board Meeting – December 10, 2025, at 5:00 p.m.
Public Hearing for Allotment of Water – December 10, 2025, at 6:00 p.m.
Public Hearing for Budget – December 10, 2025, at 6:00 p.m.

As of September 9th, East Canyon is 67% full, Echo Reservoir is 46% full, and the Weber River basin year to date precipitation is approximately 87% of median with soil moisture at 26%. Currently 100% of the state of Utah is in moderate to extreme drought condition. As of July 3, 2025, the District's boundaries were moved to the moderate drought category.

MEMORANDUM

TO: Board of Trustees

FROM: Gary S. Adams, Audit Committee Chair

DATE: September 10, 2025

SUBJECT: **V.C. Review of Monthly Bank Statements and Cancelled Checks**

Mr. Adams said the audit committee met September 8, 2025, and reported no problems or issues with the monthly banks statements, credit card statements, and cancelled checks.

FINANCIAL REPORT
SEPTEMBER 2025

GENERAL FUND

| | <u>2025</u> | <u>2024</u> | <u>2023</u> |
|-------------------------|--------------------|--------------------|--------------------|
| Balance as of August 1 | \$ 229,352.97 | \$ 1,375,948.04 | \$ 796,081.54 |
| Deposits | \$ 338,306.34 | \$ 30,131.46 | \$ 532,923.60 |
| Interest | \$ 894.16 | \$ 3,528.91 | \$ 2,743.30 |
| Withdrawals | \$ 426,385.98 | \$ 1,243,411.82 | \$ 690,559.17 |
| Balance as of August 31 | \$ 142,167.49 | \$ 166,196.59 | \$ 641,189.27 |

CAPITAL FACILITIES FUND

| | <u>2025</u> | <u>2024</u> | <u>2023</u> |
|-------------------------|--------------------|--------------------|--------------------|
| Balance as of August 1 | \$ 138,428.74 | \$ 135,123.93 | \$ 128,096.25 |
| Deposits | \$ - | \$ - | \$ - |
| Interest | \$ 483.27 | \$ 595.29 | \$ 555.66 |
| Withdrawals | \$ 832.00 | \$ - | \$ - |
| Balance as of August 31 | \$ 138,080.01 | \$ 135,719.22 | \$ 128,651.91 |

WEBER BASIN FUND

| | <u>2025</u> | <u>2024</u> | <u>2023</u> |
|-------------------------|--------------------|--------------------|--------------------|
| Balance as of August 1 | \$ 810,248.55 | \$ 772,747.21 | \$ 665,130.19 |
| Deposits | \$ - | \$ - | \$ - |
| Interest | \$ 2,780.02 | \$ 3,332.21 | \$ 2,851.83 |
| Withdrawals | \$ 28,332.92 | \$ 25,843.94 | \$ 15,895.22 |
| Balance as of August 31 | \$ 784,695.65 | \$ 750,235.48 | \$ 652,086.80 |

CONNECTIONS

| | <u>2025</u> | <u>2024</u> | <u>2023</u> |
|---|--------------------|--------------------|--------------------|
| Connections made during the previous month (August) | 0 | 1 | 2 |
| Total connections made during the current year | 29 | 29 | 24 |
| Total active connections | 10,906 | 10,873 | 10,835 |

SHARES

| | <u>2025</u> | <u>2024</u> | <u>2023</u> |
|--|--------------------|--------------------|--------------------|
| Shares of D&WCCC Water Stock to date: | 1,515.0 | 1,515.0 | 1,515.0 |
| Shares of D&WCCC Water Stock leased to date: | 144.0 | 144.0 | 144.0 |
| Shares of Wilson Irrigation Water Stock to date: | 23.5 | 23.0 | 21.5 |

UTAH PUBLIC TREASURER'S INVESTMENT FUND

• **OPERATIONS & MAINTENANCE ACCOUNT** •

| | <u>2025</u> | <u>RATE</u> | <u>DATE</u> |
|----------------------------|--------------------|--------------------|--------------------|
| Balance as of August 1 | \$ 5,763,143.07 | 4.4658% | Ongoing-Flexible |
| Deposits (by Weber County) | \$ 18,582.56 | | |
| Interest | \$ 21,201.29 | | |
| Withdrawals | \$ 303,999.91 | | |
| Balance as of August 31 | \$ 5,498,927.01 | | |

• **METER FUND ACCOUNT** •

| | | <u>RATE</u> | <u>DATE</u> |
|-------------------------|-----------------|--------------------|--------------------|
| Balance as of August 1 | \$ 2,067,422.58 | 4.4658% | Ongoing-Flexible |
| Deposits | \$ 3,999.91 | | |
| Interest | \$ 7,851.78 | | |
| Withdrawals | \$ - | | |
| Balance as of August 31 | \$ 2,079,274.27 | | |

• **SERIES 2022 BOND PROCEEDS METERING PROJECT ACCOUNT** •

| | | <u>RATE</u> | <u>DATE</u> |
|-------------------------|---------------|--------------------|--------------------|
| Balance as of August 1 | \$ 380,491.76 | 4.4658% | Ongoing-Flexible |
| Deposits | \$ - | | |
| Interest | \$ 1,443.16 | | |
| Withdrawals | \$ - | | |
| Balance as of August 31 | \$ 381,934.92 | | |

• **SERIES 2024 BOND PROCEEDS METERING PROJECT ACCOUNT** •

| | | <u>RATE</u> | <u>DATE</u> |
|-------------------------|-----------------|--------------------|--------------------|
| Balance as of August 1 | \$ 2,269,200.72 | 4.4658% | Ongoing-Flexible |
| Deposits | \$ - | | |
| Interest | \$ 8,606.82 | | |
| Withdrawals | \$ - | | |
| Balance as of August 31 | \$ 2,277,807.54 | | |

ROY WATER CONSERVANCY DISTRICT

O&M Checks

August 14 through September 10, 2025

Aug 14 - Sep 10, 25

| Num | Name | Amount |
|-------|----------------------------|------------|
| EFT | Zions Bank | -2,346.78 |
| ACH | Adams, Gary S. | -275.02 |
| ACH | Banks, Rodney D. | -4,374.57 |
| ACH | Doolan, Marci H. | -2,069.36 |
| ACH | Doxey, Nathan S. | -2,983.01 |
| ACH | Durbano, Philip W. | -2,544.87 |
| ACH | Harris, Courtney L. | -2,295.99 |
| ACH | Newman, Gary L. | -200.02 |
| ACH | Ohlin, Mark W. | -275.02 |
| ACH | Protzman, Heather S. | -1,424.24 |
| ACH | Ritchie, Jon S. | -200.02 |
| ACH | Sandberg, Justin J. | -2,599.21 |
| ACH | Thurgood, Kent D. | -2,470.49 |
| ACH | Toupin, Linda A. | -1,920.40 |
| ACH | Zesiger, Wyatt R. | -1,509.02 |
| ACH | Zito, Chad | -275.02 |
| ACH | Toupin, Linda A. | -12,898.72 |
| EFT | IRS | -18,106.79 |
| EFT | Utah State Tax Commission | -2,654.00 |
| EFT | Utah Retirement Systems | -10,323.59 |
| EFT | PEHP Long-Term Disability | -183.98 |
| EFT | Home Depot | -122.75 |
| EFT | Riverdale City Corporation | -204.37 |
| EFT | Rocky Mountain Power | -47.96 |
| EFT | Rocky Mountain Power | -10.29 |
| EFT | Rocky Mountain Power | -12,260.39 |
| ACH | Doolan, Marci H. | -2,217.68 |
| ACH | Doxey, Nathan S. | -2,170.04 |
| ACH | Durbano, Philip W. | -2,544.87 |
| ACH | Harris, Courtney L. | -2,290.41 |
| ACH | Protzman, Heather S. | -1,424.24 |
| ACH | Sandberg, Justin J. | -2,057.01 |
| ACH | Thurgood, Kent D. | -2,670.15 |
| ACH | Zesiger, Wyatt R. | -1,818.29 |
| ACH | Banks, Rodney D. | -4,374.56 |
| EFT | IRS | -9,602.30 |
| EFT | Utah State Tax Commission | -1,535.00 |
| EFT | Utah Retirement Systems | -8,784.65 |
| EFT | PEHP Long-Term Disability | -157.44 |
| EFT | PEHP Group Insurance | -17,291.98 |
| 21830 | AFLAC | -152.55 |
| 21833 | Banks, Rodney D. | -92.00 |

ROY WATER CONSERVANCY DISTRICT

O&M Checks

August 14 through September 10, 2025

| <u>Num</u> | <u>Name</u> | <u>Amount</u> |
|------------|------------------------------------|---------------------------|
| 21831 | AJC Construction & Excavation | -15,439.00 |
| 21858 | Yard Masters, Inc. | -24,307.70 |
| 21829 | Ace Recycling & Disposal | -146.43 |
| 21832 | AJC Construction & Excavation | -7,425.00 |
| 21834 | Blue Stakes of Utah | -946.25 |
| 21836 | Clear Link IT, LLC | -2,682.52 |
| 21837 | Clyde Snow & Sessions | -1,040.00 |
| 21838 | Commercial Tire, Inc | -821.84 |
| 21839 | Dallas Green, Inc. | -64.78 |
| 21840 | Davis & Weber Counties Canal Co | -5,940.00 |
| 21841 | Davis & Weber Counties Canal Co | -409,050.00 |
| 21843 | Fuel Network | -1,819.97 |
| 21844 | Herrick Industrial Supply Company | -20.40 |
| 21845 | J. D. Young & Son Landscape | -2,053.00 |
| 21846 | Jan-Pro of Utah | -265.00 |
| 21847 | Les Olson Company | -59.41 |
| 21848 | Linde Gas & Equipment, Inc. | -53.82 |
| 21849 | Mountain West Pest | -200.00 |
| 21851 | O'Reilly Automotive | -31.88 |
| 21853 | SKM, Incorporated | -16,962.50 |
| 21852 | Robert Wood Photography | -85.00 |
| 21855 | Wasatch Civil Engineering | -23,876.50 |
| 21856 | Wasatch Civil Engineering | -544.00 |
| 21857 | WSP USA Inc. | -3,787.66 |
| 21859 | Yard Masters, Inc. | -1,600.00 |
| 21842 | Ferguson Waterworks | -1,210.23 |
| 21850 | Mountainland Supply Company | -19,734.10 |
| 21835 | CAL Ranch Store | -62.99 |
| 21854 | Utah Water Users Association | -350.00 |
| 21860 | Darrell Oleson or Kyle & Lenzy Ole | -5,953.50 |
| 21861 | Robert Byram & Sons, LLC | -3,118.50 |
| 21862 | J. Darrell & La Vera Byram | -283.50 |
| 21863 | William K. & Linda Byram Family | -283.50 |
| 21864 | Verl D..& Ingrid Byram Family Trus | -283.50 |
| | TOTAL | <u>-694,261.53</u> |

Aug 14 - Sep 10, 25