

Roy Water Conservancy District

5440 Freeway Park Drive
Riverdale, UT 84405

AGENDA

Monthly Board of Trustees' Meeting
May 14, 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 Progress Payment for Secondary Water Metering Project Phase 7
 - C. Consideration of Progress Payment for Secondary Water Metering Project Phase 12
 - D. Consideration of Progress Payment for Secondary Water Metering Project Phase 15
 - E. Consideration of Sensus Base Stations, Infrastructure, and Software
 - F. Consideration of UDOT 5600 South Change Order
 - G. Consideration of Pump House Motor Replacement
 - H. Consideration of Utility Reimbursement Agreement for UDOT's 3500 West Project
 - I. Consideration of Midland Square Phase 3 Development Agreement
 - J. Consideration of Landlord Estoppel Certificate and Agreement
- V. REPORTS FROM MANAGER AND TRUSTEES**
 - A. Report of RWCD and West Haven System Startup
 - B. Manager & Trustees Reports
 - C. Review of Monthly Bank Statements and Cancelled Checks
- VI. APPROVAL OF FINANCIAL REPORTS**
 - A. Monthly Financial Report
- VII. APPROVAL OF EXPENSES**
- VIII. ADJOURNMENT**

MEMORANDUM

TO: Board of Trustees

FROM: Rodney Banks, Manager

DATE: May 9, 2025

SUBJECT: **IV.B. Consideration of Progress Payment for Secondary Water Metering Project Phase 7**

The District has received a request for a progress payment from Paragon Construction Systems for the Secondary Water Metering Project Phase 7. The progress payment is in the amount of \$53,377.65. The items being requested for payment have been verified as installed.

A suggested motion for approval would be, “I move that we approve a Progress Payment for the Secondary Water Metering Project Phase 7 in the amount of \$53,377.65 to Paragon Construction Systems.”

MEMORANDUM

TO: Board of Trustees

FROM: Rodney Banks, Manager

DATE: May 9, 2025

SUBJECT: **IV.C. Consideration of Progress Payment for Secondary Water Metering Project Phase 12**

The District has received a request for a progress payment from Yard Masters for the Secondary Water Metering Project Phase 12. The progress payment is in the amount of \$8,003.75. The items being requested for payment have been verified as installed.

A suggested motion for approval would be, “I move that we approve a Progress Payment for the Secondary Water Metering Project Phase 12 in the amount of \$8,003.75 to Yard Masters.”

MEMORANDUM

TO: Board of Trustees

FROM: Rodney Banks, Manager

DATE: May 9, 2025

SUBJECT: **IV.D. Consideration of Progress Payment for Secondary Water Metering Project Phase 15**

The District has received a request for a progress payment from AJC Construction and Excavation for the Secondary Water Metering Project Phase 15. The progress payment is in the amount of \$74,969.25. The items being requested for payment have been verified as installed.

A suggested motion for approval would be, “I move that we approve a Progress Payment for the Secondary Water Metering Project Phase 15 in the amount of \$74,969.25 to AJC Construction and Excavation.”

MEMORANDUM

TO: Board of Trustees

FROM: Rodney Banks, Manager

DATE: May 12, 2025

SUBJECT: **IV.E. Consideration of Sensus Base Stations, Infrastructure, and Software**

The District is being asked by the Division of Water Resources (DWRe) to spend more of the grant funding. I approached DWRe, who is administering the secondary water grant funds, and asked them if the Sensus Base Stations, Infrastructure, and Software would be an approved item to spend grant funds on. DWRe confirmed that it would be. What the Sensus Base Stations, Infrastructure, and Software will do is allow the District to have complete control over gathering the information from the meters. The District's personnel will be able to see exactly what is happening with the meter and it will allow a much quicker diagnosis of an issue if something goes wrong with the meter.

The District will still use Weber Basin's customer portal, but instead of having Weber Basin help the District troubleshoot meter issues, it will be completely under the District's control. The software is something the District is already under contract to pay Weber Basin for, so now this will be paid directly to Sensus instead of Weber Basin. The District will need to modify the Customer Portal Agreement with Weber Basin at some point in the future. This is an exciting opportunity, and it is highly recommended that the trustees approve this. The District can also partner with Roy City in the future for their AMI needs where they also use Sensus meters. Overall, this can be very beneficial for all Roy City residents.

A suggested motion for approval would be, "I move that we approve the Sensus Base Stations, Infrastructure, and Software in the amount of \$315,415.76 to Mountainland Supply."

MEMORANDUM

TO: Board of Trustees

FROM: Rodney Banks, Manager

DATE: May 12, 2025

SUBJECT: **IV.F. Consideration of UDOT 5600 South Change Order**

This is related to the District's 18-inch shotcoat pipe that was damaged by Sandridge Constructors' subcontractor when they were installing the vault for the 18-inch main line valve on the south side of the intersection of 2700 West and 5600 South. The District was able to negotiate with Sandridge Constructors and the subcontractor for a reduced change order amount due to the damage. The negotiated amount is \$49,679.00 which is less than their original amount. It is recommended that the trustees approve this change order.

A suggested motion for approval would be, "I move that we approve the UDOT 5600 South Change Order in the amount of \$49,679.00 to Sandridge Constructors."

MEMORANDUM

TO: Board of Trustees

FROM: Rodney Banks, Manager

DATE: May 12, 2025

SUBJECT: **IV.G. Consideration of Pump House Motor Replacement**

The oldest 200 horsepower (HP) motor in the Pump House is no longer working and needs to be replaced. The motor should be replaced in the next month or so before the weather gets hotter and the demand for water increases. The District received four quotes for replacement of the motor. The quotes ranged from \$25,000.00 to \$17,000.00. It is recommended the trustees approve the \$17,000.00 quote.

A suggested motion for approval would be, “I move that we approve a 200 horsepower motor replacement in the amount of \$17,000.00 to Nickerson Company.”

MEMORANDUM

TO: Board of Trustees

FROM: Rodney Banks, Manager

DATE: May 9, 2025

SUBJECT: **IV.H. Consideration of Utility Reimbursement Agreement for UDOT's 3500 West Project**

UDOT is requiring a utility reimbursement agreement for the upcoming UDOT 3500 West project. The agreement will allow UDOT to reimburse the District for its engineering services related to the 3500 West project. The District's attorney has reviewed the agreement. It is recommended the trustees approve the agreement.

A *suggested* motion would be, "I move that we approve the Utility Reimbursement Agreement for UDOT's 3500 West Project."

MEMORANDUM

TO: Board of Trustees

FROM: Rodney Banks, Manager

DATE: May 9, 2025

SUBJECT: **IV.I. Consideration of Midland Square Phase 3 Development Agreement**

Midland Square Phase 3 is located at approximately 2850 West 4100 South in Roy, which is southeast of the intersection of 4000 South and Midland Drive. The existing parcel in the development does not have an existing water allotment. The developer will be required to bring one (1) share of either Wilson Irrigation Company or one half ($\frac{1}{2}$) a share of Davis and Weber Counties Canal Company. The developer will be required to install a 1-inch meter and lateral. Otherwise, this is a standard development agreement.

A ~~suggested~~ motion would be, "I move that we approve the Midland Square Phase 3 Development Agreement."

MEMORANDUM

TO: Board of Trustees

FROM: Rodney Banks, Manager

DATE: May 13, 2025

SUBJECT: **IV.J. Consideration of Landlord Estoppel Certificate and Agreement**

Airwaves Tower Company (Airwaves) has entered into a purchase agreement with K2 Towers (K2) to purchase Airwaves' communication tower. Airwaves must receive permission from the District to sell their lease to another party. The Landlord Estoppel Certificate and Agreement addresses this requirement. The District's attorney has reviewed the agreement documents and recommends approving the agreement contingent upon District Attorney final approval.

A suggested motion would be, "I move that we approve the Landlord Estoppel Certificate and Agreement contingent upon District Attorney final approval."

MEMORANDUM

TO: Board of Trustees

FROM: Rodney Banks, Manager

DATE: May 14, 2025

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

The following is a reminder of upcoming meetings and events:

Board Meeting – May 14, 2025, at 5:00 p.m.
Public Hearing for Allotment of Water – May 14, 2025, at 6:00 p.m.
Public Hearing for Rate Increase – May 14, 2025, at 6:00 p.m.
Board Meeting – June 18, 2025, at 5:00 p.m.
Board Meeting – July 9, 2025, at 5:00 p.m.
NWRA Western Water Seminar – July 29-31, 2025, in Park City
Board Meeting – August 13, 2025, at 5:00 p.m.
Board Meeting – September 10, 2025, at 5:00 p.m.
UWUA Water Summit – September 30, 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 May 13th, East Canyon is 99% full, Echo Reservoir is 100% full, and the Weber River basin year to date precipitation is approximately 94% of median. Currently almost 93% of the state of Utah is in abnormally dry to extreme drought condition. As of April 22, 2025, the District's boundaries were moved to the abnormally dry category.

MEMORANDUM

TO: Board of Trustees

FROM: Gary S. Adams, Audit Committee Chair

DATE: May 14, 2025

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

Mr. Adams said the audit committee met May 12, 2025, and reported no problems or issues with the monthly banks statements, credit card statements, and cancelled checks.

FINANCIAL REPORT
MAY 2025

| <u>GENERAL FUND</u> | <u>2025</u> | <u>2024</u> | <u>2023</u> |
|----------------------------|--------------------|--------------------|--------------------|
| Balance as of April 1 | \$ 214,220.71 | \$ 292,719.26 | \$ 378,394.08 |
| Deposits | \$ 1,253,764.59 | \$ 2,391,542.33 | \$ 992,800.11 |
| Interest | \$ 1,871.28 | \$ 3,042.55 | \$ 1,945.08 |
| Withdrawals | \$ 1,120,676.06 | \$ 1,631,802.53 | \$ 895,565.71 |
| Balance as of April 30 | \$ 349,180.52 | \$ 1,055,501.61 | \$ 477,573.56 |

| <u>CAPITAL FACILITIES FUND</u> | <u>2025</u> | <u>2024</u> | <u>2023</u> |
|---------------------------------------|--------------------|--------------------|--------------------|
| Balance as of April 1 | \$ 139,648.55 | \$ 132,685.56 | \$ 126,022.97 |
| Deposits | \$ - | \$ - | \$ - |
| Interest | \$ 505.62 | \$ 626.28 | \$ 449.19 |
| Withdrawals | \$ 1,152.00 | \$ - | \$ - |
| Balance as of April 30 | \$ 139,002.17 | \$ 133,311.84 | \$ 126,472.16 |

| <u>WEBER BASIN FUND</u> | <u>2025</u> | <u>2024</u> | <u>2023</u> |
|--------------------------------|--------------------|--------------------|--------------------|
| Balance as of April 1 | \$ 937,463.76 | \$ 831,556.01 | \$ 718,892.21 |
| Deposits | \$ - | \$ - | \$ - |
| Interest | \$ 3,312.33 | \$ 3,917.09 | \$ 2,552.25 |
| Withdrawals | \$ 39,943.04 | \$ 8,892.64 | \$ 7,143.12 |
| Balance as of April 30 | \$ 900,833.05 | \$ 826,580.46 | \$ 714,301.34 |

| <u>CONNECTIONS</u> | <u>2025</u> | <u>2024</u> | <u>2023</u> |
|--|--------------------|--------------------|--------------------|
| Connections made during the previous month (April) | 2 | 2 | 0 |
| Total connections made during the current year | 23 | 7 | 10 |
| Total active connections | 10,900 | 10,851 | 10,821 |

| <u>SHARES</u> | <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: | 23.0 | 22.0 | 21.5 |

| <u>UTAH PUBLIC TREASURER'S INVESTMENT FUND</u> | | | |
|---|--------------------|--------------------|--------------------|
| | <u>2025</u> | <u>RATE</u> | <u>DATE</u> |
| • OPERATIONS & MAINTENANCE ACCOUNT • | | | |
| Balance as of April 1 | \$ 6,441,220.03 | 4.4871% | Ongoing-Flexible |
| Deposits (by Weber County) | \$ 15,429.77 | | |
| Interest | \$ 22,311.27 | | |
| Withdrawals | \$ 603,346.58 | | |
| Balance as of April 30 | \$ 5,875,614.49 | | |
| • METER FUND ACCOUNT • | | | |
| Balance as of April 1 | \$ 2,029,064.59 | 4.4871% | Ongoing-Flexible |
| Deposits | \$ 3,346.58 | | |
| Interest | \$ 7,491.85 | | |
| Withdrawals | \$ - | | |
| Balance as of April 30 | \$ 2,039,903.02 | | |
| • SERIES 2022 BOND PROCEEDS METERING PROJECT ACCOUNT • | | | |
| Balance as of April 1 | \$ 374,850.98 | 4.4871% | Ongoing-Flexible |
| Deposits | \$ - | | |
| Interest | \$ 1,382.45 | | |
| Withdrawals | \$ - | | |
| Balance as of April 30 | \$ 376,233.43 | | |
| • SERIES 2024 BOND PROCEEDS METERING PROJECT ACCOUNT • | | | |
| Balance as of April 1 | \$ 2,235,559.86 | 4.4871% | Ongoing-Flexible |
| Deposits | \$ - | | |
| Interest | \$ 8,244.76 | | |
| Withdrawals | \$ - | | |
| Balance as of April 30 | \$ 2,243,804.62 | | |

ROY WATER CONSERVANCY DISTRICT

O&M Checks

April 10 through May 14, 2025

| | <u>Num</u> | <u>Name</u> | <u>Amount</u> |
|----------------------------|------------|-------------------------------|---------------|
| Apr 10 - May 14, 25 | | | |
| | ACH | Courtney L. Harris | -2,244.23 |
| | ACH | Heather S. Protzman | -1,448.24 |
| | ACH | Justin J. Sandberg | -2,054.01 |
| | ACH | Kent D. Thurgood | -2,428.27 |
| | ACH | Linda A. Toupin | -1,981.27 |
| | ACH | Marci H. Doolan | -2,354.37 |
| | ACH | Nathan S. Doxey | -2,038.13 |
| | ACH | Philip W. Durbano | -2,691.17 |
| | ACH | Rodney D. Banks | -4,372.80 |
| | ACH | Wyatt R. Zesiger | -1,405.44 |
| | ACH | Chad Zito | -275.01 |
| | ACH | Gary L. Newman | -200.01 |
| | ACH | Gary S. Adams | -275.01 |
| | ACH | Jon S. Ritchie | -200.01 |
| | ACH | Mark W. Ohlin | -275.01 |
| | EFT | IRS | -10,331.30 |
| | EFT | Utah State Tax Commission | -1,679.00 |
| | EFT | Utah Retirement Systems | -10,416.76 |
| | 21697 | Mountainland Supply Company | -123,586.09 |
| | EFT | Utah Unemployment Compensatio | -384.52 |
| | EFT | Enbridge Gas | -486.45 |
| | EFT | Zions Bank | -2,174.57 |
| | ACH | Courtney L. Harris | -2,281.84 |
| | ACH | Heather S. Protzman | -1,448.24 |
| | ACH | Justin J. Sandberg | -2,054.00 |
| | ACH | Kent D. Thurgood | -2,469.48 |
| | ACH | Linda A. Toupin | -1,981.27 |
| | ACH | Marci H. Doolan | -2,335.38 |
| | ACH | Nathan S. Doxey | -2,038.13 |
| | ACH | Rodney D. Banks | -4,372.79 |
| | ACH | Wyatt R. Zesiger | -1,510.26 |
| | ACH | Philip W. Durbano | -2,592.97 |
| | EFT | Utah Retirement Systems | -10,175.58 |
| | EFT | IRS | -9,726.68 |
| | EFT | Utah State Tax Commission | -1,547.00 |
| | EFT | Home Depot | -43.74 |
| | EFT | Riverdale City Corporation | -187.94 |
| | EFT | Rocky Mountain Power | -44.56 |
| | EFT | Online Banking Charges | -52.60 |
| | ACH | Courtney L. Harris | -2,305.24 |
| | ACH | Heather S. Protzman | -1,449.10 |
| | ACH | Justin J. Sandberg | -2,054.01 |
| | ACH | Kent D. Thurgood | -2,582.80 |
| | ACH | Linda A. Toupin | -1,981.28 |
| | ACH | Marci H. Doolan | -2,296.38 |
| | ACH | Nathan S. Doxey | -2,038.13 |
| | ACH | Philip W. Durbano | -2,542.87 |
| | ACH | Rodney D. Banks | -4,372.80 |
| | ACH | Wyatt R. Zesiger | -1,510.26 |
| | ACH | Justin J. Sandberg | -2,488.70 |

ROY WATER CONSERVANCY DISTRICT

O&M Checks

April 10 through May 14, 2025

| <u>Num</u> | <u>Name</u> | <u>Amount</u> |
|------------|-----------------------------------|---------------------------|
| ACH | Kent D. Thurgood | -1,447.28 |
| ACH | Nathan S. Doxey | -1,531.24 |
| ACH | Philip W. Durbano | -2,692.83 |
| ACH | Wyatt R. Zesiger | -990.27 |
| EFT | IRS | -12,903.06 |
| EFT | Utah State Tax Commission | -2,095.00 |
| EFT | Utah Retirement Systems | -12,828.66 |
| EFT | Utah Local Governments Trust | -421.72 |
| EFT | Funds Transfer | -837.50 |
| EFT | Enbridge Gas | -276.72 |
| EFT | Zions Bank | -2,580.37 |
| 21699 | Ace Recycling & Disposal | -143.96 |
| 21701 | AJC Construction & Excavation | -90,946.50 |
| 21702 | Blue Stakes of Utah | -1,013.75 |
| 21703 | Clear Link IT, LLC | -5,728.50 |
| 21704 | Clyde Snow & Sessions | -2,755.00 |
| 21705 | Core & Main LP | -7,035.15 |
| 21707 | Durk's Plumbing Supply, Inc. | -78.42 |
| 21708 | Ewing Irrigation Products | -226.17 |
| 21710 | Ferguson Waterworks | -2,645.50 |
| 21711 | Fuel Network | -2,852.52 |
| 21712 | Herrick Industrial Supply Company | -67.94 |
| 21713 | J. D. Young & Son Landscape | -2,053.00 |
| 21714 | Jan-Pro of Utah | -265.00 |
| 21715 | Jerry's Plumbing Specialties | -208.24 |
| 21716 | Johnson Electric Motor | -242.00 |
| 21717 | LGG Industrial, Inc. | -197.94 |
| 21718 | Linde Gas & Equipment, Inc. | -44.87 |
| 21719 | Meterworks | -6,254.33 |
| 21720 | Mountain West Pest | -200.00 |
| 21721 | Mountainland Supply Company | -1,805.23 |
| 21723 | Oldcastle Infrastructure | -766.00 |
| 21724 | Paragon Construction Systems | -53,377.65 |
| 21725 | Patrick Hogge | -750.00 |
| 21726 | PEHP Group Insurance | -16,234.20 |
| 21727 | Rhino Linings Ogden North Davis | -1,150.00 |
| 21728 | South Fork Hardware - Roy | -11.55 |
| 21729 | Staker Parson Companies | -808.57 |
| 21730 | Steve Regan Company | -6,099.53 |
| 21731 | T & J Trailer, Inc. | -15.66 |
| 21732 | Wasatch Civil Engineering | -6,202.50 |
| 21734 | Yard Masters, Inc. | -8,003.75 |
| 21706 | Core & Main LP | -12,294.29 |
| 21709 | Ewing Irrigation Products | -109.92 |
| 21722 | Mountainland Supply Company | -49,044.28 |
| 21733 | Wasatch Civil Engineering | -14,298.00 |
| 21700 | AFLAC | -176.65 |
| | TOTAL | <u>-576,496.92</u> |

Apr 10 - May 14, 25