

Roy Water Conservancy District

5440 South Freeway Park Drive
Riverdale, UT 84405

AGENDA

Monthly Board of Trustees Meeting
February 9, 2022
5:00 P.M.

- 5:00 p.m.
- | | |
|---|-------------|
| I. CALL TO ORDER | Chair Ohlin |
| II. PLEDGE OF ALLEGIANCE | Gary Newman |
| III. APPROVAL OF MINUTES | MOTION |
| IV. BUSINESS | |
| A. Consideration and Award of 2600 and 2625 West 5800 South Main Line Replacement Project | MOTION |
| B. Consideration and Award of 1950 West 5100 South Main Line Replacement Project | MOTION |
| C. Consideration and Award of 4250 South 2350 West and 6075 South 2550 West Connection Project | MOTION |
| D. Consideration of Abington Heights Development Agreement | MOTION |
| E. Consideration of Voting Wilson Irrigation Company Stock at Annual Wilson Irrigation Company Stockholders Meeting | MOTION |
| F. Public Comments | |
| V. REPORTS FROM MANAGER & TRUSTEES | |
| A. Underground Construction Technology January 25-27, 2022 | |
| B. Manager & Trustees Reports | |
| C. Review of Monthly Bank Statements and Cancelled Checks | Gary Newman |
| VI. APPROVAL OF FINANCIAL REPORTS | |
| A. Monthly Financial Report | MOTION |
| VII. APPROVAL OF CHECKS | |
| A. Current Checks | MOTION |
| VIII. ADJOURNMENT | MOTION |

MEMORANDUM

TO: Board of Trustees

FROM: Rodney Banks, Manager

DATE: February 4, 2022

SUBJECT: **IV.A. Consideration and Award of 2600 and 2625 West 5800 South Main Line Replacement Project**

This project is line item 8279 of the 2022 approved budget. The project budget was approved for \$385,446.00. The District received bids from four contractors for this project as follows.

<u>Contractor</u>	<u>Bid Amount</u>
Ormond Construction	\$449,291.90
E.H. Knudson Construction	\$ 221,290.00
CT Davis Excavation	\$376,340.20
Braegger and Sons Construction	\$303,066.00

The low bidder is E.H. Knudson Construction for \$221,290.00.

A suggested motion would be, “I move that we award the 2600 and 2625 West 5800 South Main Line Replacement Project to E.H. Knudson Construction in the amount of \$221,290.00.”

MEMORANDUM

TO: Board of Trustees

FROM: Rodney Banks, Manager

DATE: February 4, 2022

SUBJECT: **IV.B. Consideration and Award of 1950 West 5100 South Main Line Replacement Project**

This project is line item 8280 of the 2022 approved budget. The project budget was approved for \$102,787.00. The District received bids from four contractors for this project as follows.

<u>Contractor</u>	<u>Bid Amount</u>
Ormond Construction	\$123,436.05
E.H. Knudson Construction	\$ 64,895.00
CT Davis Excavating	\$ 89,526.20
Braegger and Sons Construction	\$ 67,642.50

The low bidder is E.H. Knudson Construction for \$64,895.00.

A suggested motion would be, "I move that we award the 1950 West 5100 South Main Line Replacement Project to E.H. Knudson Construction in the amount of \$64,895.00."

MEMORANDUM

TO: Board of Trustees

FROM: Rodney Banks, Manager

DATE: February 4, 2022

SUBJECT: **IV.C. Consideration and Award of 4250 South 2350 West and 6075 South 2550 West Connection Project**

This project is line item 8281 of the 2022 approved budget. The project budget was approved for \$32,729.00. The District received bids from four contractors for this project as follows.

<u>Contractor</u>	<u>Bid Amount</u>
Ormond Construction	\$87,224.75
E.H. Knudson Construction	\$39,870.00
CT Davis Excavating	\$68,721.23
Braegger and Sons Construction	\$35,400.50

The low bidder is Braegger and Sons Construction for \$35,400.50.

A suggested motion would be, "I move that we award the 4250 South 2350 West and 6075 South 2550 West Connection Project to Braegger and Sons Construction in the amount of \$35,400.50."

MEMORANDUM

TO: Board of Trustees

FROM: Rodney Banks, Manager

DATE: February 4, 2022

SUBJECT: **IV.D. Consideration of Abington Heights Development Agreement**

Abington Heights is located at approximately 3673 South 1900 West in Roy which is located on the southwest corner of 1900 West and Hinckley Drive. It is where Cedar Crest Farms has their vegetable stand. Water was previously allocated to the parcels included in the development. Otherwise, this is a standard development agreement.

A suggested motion would be, "I move that we approve the Abington Heights Development Agreement."

MEMORANDUM

TO: Board of Trustees

FROM: Rodney Banks, Manager

DATE: February 4, 2022

SUBJECT: **IV.E. Consideration of Voting Wilson Irrigation Company Stock at Annual Wilson Irrigation Company Stockholders Meeting**

The Wilson Irrigation Company (WIC) has their annual stockholders meeting scheduled for February 15, 2022, at 7:00 p.m. at West Haven City's offices. I would recommend the board appoint the Chair to vote the District's stock and Vice-Chair to vote as an alternate in case the Chair is unable to attend the annual stockholders meeting. The District currently owns twenty-one (21) shares of WIC stock.

A suggested motion would be, "I move that we appoint the Chair to vote the District's Wilson Irrigation Company stock at Wilson Irrigation Company's annual stockholders meeting and appoint the Vice-Chair as an alternate."

MEMORANDUM

TO: Board of Trustees

FROM: Rodney Banks, Manager

DATE: February 4, 2022

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

The following is a reminder of upcoming meetings and events:

Board Meeting – February 9, 2022, at 5:00 p.m.
Board Meeting – March 9, 2022, at 5:00 p.m.
Utah Water Law and Workshop – March 21-23, 2022, St. George, UT
Operations Review – possibly April 13, 2022 at 4:00 p.m.
Board Meeting – April 13, 2022, at 5:00 p.m.
Board Meeting – May 11, 2022, at 5:00 p.m.
Public Hearing for Allotment of Water – May 11, 2022, at 6:00 p.m.
Board Meeting – June 8, 2022, at 5:00 p.m.
Board Meeting – July 13, 2022, at 5:00 p.m.
Board Meeting – August 17, 2022, at 5:00 p.m.
Board Meeting – September 14, 2022, at 5:00 p.m.
Board Meeting – October 12, 2022, at 5:00 p.m.
UASD Annual – November 2-4, 2022, Layton, UT
Board Meeting – November 16, 2022, at 5:00 p.m.
Board Meeting – December 14, 2022, at 5:00 p.m.
Public Hearing for Allotment of Water – December 14, 2022, at 6:00 p.m.
Public Hearing for 2022 Budget – December 14, 2022, at 6:00 p.m.
D&WCCC Stockholders Meeting – Possibly December 19, 2022, at 6:30 p.m.

As of February 3rd, East Canyon is 54% full, Echo Reservoir is 32% full, and the Weber River basin snow water equivalent is 88% of normal. Currently almost 94% of the state of Utah is in severe to exceptional drought condition. As of January 4, 2022, the District's boundaries were moved to the severe drought category.

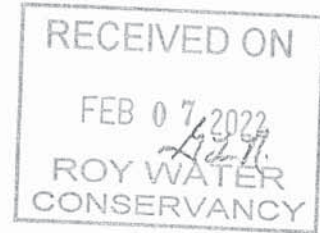
Due to material supply issues, the Meter Retrofit Project for WaterSMART Grant R22AP00053 will be postponed until after the water season unless the material arrives sooner. If it does, the contractor may install the meters during the water season.

HB242 is a secondary water metering bill that a group of secondary water suppliers are concerned about. We have been talking to everyone we can, and we hope to schedule a meeting with the bill sponsor soon.

INTERNAL AUDIT REPORT

FEBRUARY 07, 2022

(JANUARY 31, 2022 STATEMENTS)



- | YES | No | |
|-------------------------------------|--------------------------|--|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | 1. Obtain bank statements unopened. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | 2. Review checks for unusual payees. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | 3. Review signatures on checks for authenticity. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | 4. Review any cash transfers or large debit memos for property. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | 5. Question any large or unusual checks that you do not remember discussing or approving. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | 6. Summarize your questions. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | 7. Distribute the report to board members, Child Richards CPAs & Advisors, Rodney Banks, and Linda Toupin. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | 8. Obtain replies to questions from Rodney Banks and distribute with the report. |

COMMENTS: _____

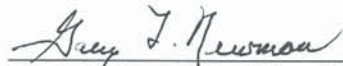
Bank of Utah

1. O & M Account No. [REDACTED] 0122: ✓
2. C.F. Account No. [REDACTED] 1928: ✓
3. Weber Basin Account No. [REDACTED] 0846: ✓

PTIF

4. O & M Account No. 1141: ✓
5. Meter Account No. 2340: ✓

I have completed the above procedures for the month of February 2022 (January 31, 2022 Statements).



Gary L. Newman, Vice-Chair

ZION BANK CREDIT CARDS
INTERNAL AUDIT REPORT

FEBRUARY 7, 2022,
(JANUARY 31, 2021 STATEMENTS)

- | YES | NO | |
|-------------------------------------|--------------------------|--|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | 1. Obtain credit card statements. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | 2. Review statements for unusual charges. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | 3. Review receipts for charges. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | 4. Question any large or unusual charges not previously discussed or approved during board meeting. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | 5. Summarize your questions. |
| <input type="checkbox"/> | <input type="checkbox"/> | 6. Distribute the report to board members, Child Richards CPAs & Advisors, Rodney Banks, and Linda Toupin. |
| <input type="checkbox"/> | <input type="checkbox"/> | 7. Obtain replies to questions from Rodney Banks and distribute with the report. |

COMMENTS: _____

1. Zions Bank Control Account: _____

2. Mark Ohlin Credit Card: _____

3. Darl Field Credit Card: _____

4. Gary Newman Credit Card: _____

5. Jon S. Ritchie Credit Card: _____

6. Chad Zito Credit Card: _____

7. Rodney Banks Credit Card: _____

8. Phil Durbano Credit Card: _____

9. Kent Thurgood Credit Card: _____


10. Nathan Doxey Credit Card: _____

11. Justin Sandberg Credit Card: _____

12. Linda Toupin Credit Card: Card turned in to office. _____

13. Courtney Harris Credit Card: _____

I have completed the above procedures for the month of February 7, 2022 (January 31, 2022 Statements).



Gary L. Newman, Vice-Chair

FINANCIAL REPORT
• FEBRUARY 2022 •

GENERAL FUND

PREVIOUS MONTH

	<u>2022</u>	<u>2021</u>	<u>2020</u>
Balance as of January 1	\$ 747,316.94	\$ 817,097.12	\$ 763,132.94
Deposits	\$ 12,028.48	\$ 12,077.64	\$ 40,551.27
Interest on checking	\$ 194.70	\$ 152.12	\$ 747.04
Withdrawals	\$ 248,241.98	\$ 563,582.98	\$ 586,927.97
Balance	\$ 511,298.14	\$ 265,743.90	\$ 217,503.28

TO DATE

Balance as of February 1	\$ 511,298.14	\$ 265,743.90	\$ 217,503.28
Deposits	\$ 1,513.29	\$ 829.00	\$ 25,879.00
Withdrawals	\$ 41,508.43	\$ 30,452.02	\$ 109,101.53
Balance	\$ 471,303.00	\$ 236,120.88	\$ 134,280.75

CAPITAL FACILITIES FUND

	<u>2022</u>	<u>2021</u>	<u>2020</u>
Balance as of January 1	\$ 123,155.51	\$ 260,227.61	\$ 256,898.23
Deposits	\$ -	\$ -	\$ -
Interest on checking	\$ 36.91	\$ 101.81	\$ 548.71
Withdrawals	\$ -	\$ -	\$ -
Balance	\$ 123,192.42	\$ 260,329.42	\$ 257,446.94

TO DATE

Balance as of February 1	\$ 123,192.42	\$ 260,329.42	\$ 257,446.94
Deposits	\$ -	\$ -	\$ -
Withdrawals	\$ -	\$ -	\$ -
Balance	\$ 123,192.42	\$ 260,329.42	\$ 257,446.94

WEBER BASIN FUND

	<u>2022</u>	<u>2021</u>	<u>2020</u>
Balance as of February 1	\$ 606,408.56	\$ 500,125.52	\$ 393,970.95

CONNECTIONS

	<u>2022</u>	<u>2021</u>	<u>2020</u>
Connections made during the previous month (January)	0	0	5
Total connections made during the current year	0	0	5
Total active connections	10,796	10,770	10,661

SHARES

	<u>2022</u>	<u>2021</u>	<u>2020</u>
Shares of D&WCCC Water Stock to date:	1,512.5	1,512.2	1,511.5
Shares of D&WCCC Water Stock leased to date:	144.0	144.0	144.0
Shares of Wilson Irrigation Water Stock to date:	21.0	20.5	20.5

UTAH PUBLIC TREASURER'S INVESTMENT FUND

· OPERATIONS & MAINTENANCE ACCOUNT ·

		<u>RATE</u>	<u>DATE</u>
Balance as of January 1	\$ 4,773,996.44	0.3901%	Ongoing-Flexible
Deposits (by Weber County)	\$ 24,534.30		
Interest	\$ 1,545.69		
Withdrawals (by wire)	\$ 150,387.97		
Balance	\$ 4,649,688.46		

· METER FUND ACCOUNT ·

		<u>RATE</u>	<u>DATE</u>
Balance	\$ 156,968.97	0.3901%	Ongoing-Flexible

3:01 PM
02/09/22

ROY WATER CONSERVANCY DISTRICT

O&M Checks

	Num	February 9, 2022 Name	Amount
Feb 9, 22	19468	Chad Zito	-\$275.00
	19469	Darl R. Field	-\$275.00
	19470	Gary L. Newman	-\$275.00
	19471	Jon S. Ritchie	-\$275.00
	19472	Mark W. Ohlin	-\$275.00
	19473	Ace Recycling & Disposal	-\$128.99
	19474	Blue Stakes of Utah	-\$471.60
	19475	Clear Link IT, LLC	-\$3,784.50
	19476	Daily Herald	-\$540.00
	19477	Dominion Energy	-\$817.33
	19478	Fuel Network	-\$319.95
	19479	Herrick Industrial Supply Company	-\$45.13
	19480	Home Depot	-\$82.30
	19481	J. D. Young & Son Landscape	-\$2,053.00
	19482	Jan-Pro of Utah	-\$215.00
	19483	Johnson Electric Motor	-\$20.95
	19484	Linde Gas & Equipment, Inc.	-\$40.18
	19485	NWRA Irrigation Caucus	-\$400.00
	19486	O'Reilly Automotive	-\$34.30
	19487	Opticare Vision Services	-\$96.30
	19488	PEHP Group Insurance	-\$11,795.40
	19489	Riverdale City Corporation	-\$141.89
	19490	Six States Distributors, Inc.	-\$31.48
	19491	Top Coat Finishing Solutions, LLC	-\$600.00
	19492	USU Event Services - UWUW	-\$650.00
	19493	Utah Local Governments Trust	-\$705.95
	19494	Verizon Wireless (V)	-\$407.18
	19495	Weber Basin Water Cons. District (V)	-\$1,428.00
	19496	Wilson Irrigation Company	-\$1,890.00
	19497	Zions Bank	-\$2,766.47
	19498	AFLAC	-\$131.80
	19499	Utah State Tax Commission	-\$2,178.00
	19500	Wasatch Civil Engineering	-\$4,956.56
	19501	Advantage Pawn & Rental	-\$2,793.00
	19502	Comcast	-\$569.48
	19503	Rocky Mountain Power	-\$28.69
	19504	Rocky Mountain Power	-\$10.00
Feb 9, 22	TOTAL		<u><u>-\$41,508.43</u></u>