

Roy Water Conservancy District

Minutes of Board Meeting

March 13, 2024

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, March 13, 2024, at 5:00 p.m.

Present: Mark Ohlin, Chair; Jon S. Ritchie, Vice-Chair; Gary L. Newman, Chad Zito, and Gary S. Adams, Trustees; Rodney Banks, Manager/Treasurer; Linda Toupin, District Clerk; and Courtney Harris, Records Clerk.

I. CALL TO ORDER. Chair Ohlin 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. Newman.

III. APPROVAL OF MINUTES.

A. Approval of February 2024 Board Meeting Minutes. Mr. Ritchie made a motion to accept and approve the minutes of February 14, 2024, Board meeting as written. Mr. Newman seconded the motion. The motion carried unanimously.

B. Approval of Public Hearing for Water Revenue Bond, Series 2024 Minutes. Mr. Adams made a motion to accept and approve the minutes of the Public Hearing for Water Revenue Bond, Series 2024 as written. Mr. Ritchie seconded the motion. The motion carried unanimously.

IV. BUSINESS.

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

B. Consideration and Award of Pump House Switchgear Upgrade Equipment. Mr. Banks said SKM is the consulting engineer guiding the District through the process of upgrading the pump house equipment. Mr. Banks said the bid amount is for equipment only. Mr. Banks said four suppliers submitted bids, and Royal Wholesale Electric had the low bid at \$140,662.00. Mr. Banks said the cost is higher than anticipated due to supply issues, so the additional cost will be built into the budget for next year as the lead time for the equipment is 49 weeks. Mr. Banks said Royal Wholesale Electric also has a 30-month warranty.

Mr. Newman made a motion to award the Pump House Switchgear Equipment Upgrade to Royal Wholesale Electric in the amount of \$140,662.00. Mr. Zito seconded the motion. The motion carried unanimously.

C. Consideration of Progress Payment Secondary Water Metering Project Phase 4. Mr. Banks said Phase 4 installation will be wrapping up around the end of March with Leon Poulsen Construction. Mr. Banks said Phases 5 and 6 are with Post Construction and moving along well. Mr. Banks said Phase 7 is with Paragon Construction and they have begun installation. Mr. Banks said Phase 8 is with AJC Construction and progressing well.

Mr. Newman made a motion to approve a progress payment for the Secondary Water Metering Project Phase 4 in the amount of \$138,611.78 to Leon Poulsen Construction. Mr. Zito seconded the motion. The motion carried unanimously.

D. Consideration of Progress Payment Secondary Water Metering Project Phase 5. Mr. Adams made a motion to approve a progress payment for the Secondary Water Metering Project Phase 5 in the amount of \$78,204.00 to Post Construction. Mr. Newman seconded the motion. The motion carried unanimously.

E. Consideration of Progress Payment Secondary Water Metering Project Phase 6. Mr. Ritchie made a motion to approve a progress payment for the Secondary Water Metering Project Phase 6 in the amount of \$188,603.50 to Post Construction. Mr. Adams seconded the motion. The motion carried unanimously.

F. Consideration of Progress Payment Secondary Water Metering Project Phase 7. Mr. Newman made a motion to approve a progress payment for the Secondary Water Metering Project Phase 7 in the amount of \$27,549.53 to Paragon Construction Systems. Mr. Zito seconded the motion. The motion carried unanimously.

G. Consideration of Progress Payment Secondary Water Metering Project Phase 8. Mr. Adams made a motion to approve a progress payment for the Secondary Water Metering Project Phase 8 in the amount of \$27,170.00 to AJC Construction and Excavation. Mr. Newman seconded the motion. The motion carried unanimously.

H. Consideration of Leasing Davis and Weber Counties Canal Company Shares to Weber Basin Water Conservancy District. Mr. Banks said the District has leased some D&WCCC shares to Weber Basin since 2014 except for the drought years of 2021 and 2022. Mr. Banks said the number of shares leased will be based on D&WCCC's acre-foot per share declaration and the number of shares Weber Basin is interested in leasing. Mr. Banks said the agreement terms are such that shares are leased for the cost of the share assessment, plus 5%.

Mr. Ritchie made a motion to lease the District's Davis and Weber Counties Canal Company shares to Weber Basin Water Conservancy District in an amount to be determined by the General Manager based on Davis and Weber Counties Canal Company's per share declaration. Mr. Adams seconded the motion. The motion carried unanimously.

I. Consideration of Wilson Irrigation Company Shares Lease Agreement. Mr. Banks said Ron Stratford has approached the District with interest in leasing the District's 22 shares of Wilson Irrigation Company shares for the 2024 irrigation season. Mr. Banks said the agreement terms are such that shares are leased for the cost of the share assessment, plus 5%.

Mr. Newman made a motion to approve the Wilson Irrigation Company Shares Lease Agreement. Mr. Zito seconded the motion. The motion carried unanimously.

J. Consideration of Opening PTIF Account for Series 2024 Bond. Mr. Banks said the Board of Water Resources requires that a separate PTIF account be opened by the District to keep the 2024 Bond funds separate once they are deposited after the bond closes.

Mr. Adams made a motion to approve opening a PTIF account to deposit the Board of Water Resources Series 2024 Bond funds into. Mr. Newman seconded the motion. The motion carried unanimously.

K. Consideration of Applicant Contribution for Series 2024 Bond. Mr. Banks said as part of receiving the secondary water metering grant money and bond funds, the District is required to make an applicant contribution of some of its own funds into the new PTIF account in the amount of \$324,500.00.

Mr. Newman made a motion to approve transferring \$324,500.00 from the District's O&M PTIF account into the Series 2024 Bond PTIF account. Mr. Ritchie seconded the motion. The motion carried unanimously.

V. REPORTS FROM MANAGER AND TRUSTEES.

A. Rural Water Annual Conference – February 26 - March 1, 2024. Mr. Banks said the conference had many vendors and informative classes.

B. Manager & Trustees Reports. Mr. Banks asked the Board when they would like the District to start delivering water. Mr. Banks said D&W would start putting water in the canal on April 8th and begin slowly filling the District reservoir. The Board agreed the District should start delivering water on April 15th.

The Board agreed to hold their annual Operations Review on April 17th at 4 p.m.

Mr. Banks said he met with D&W regarding the design of the box culvert they will be installing on their canal west of the District's offices. Mr. Banks said they plan to start the project as soon as possible after October 15th.

Mr. Banks said the new website will go live on Friday, March 15th, and will have the .gov designation to be in compliance with state law.

Mr. Banks said the District has spent \$8.2 million so far on the secondary water metering project. Mr. Banks said contractors have installed 4,111 meters and jumpers so far.

Mr. Banks said the customer portal with Weber Basin will be live sometime in May. Mr. Banks said the portal will be available to water users that have had both a meter and radio installed.

Mr. Banks said as of March 12th, East Canyon was 89% full, Echo was 74% full, and the Weber River Basin water year-to-date snow equivalent was 129% of median. Mr. Banks said water was being released from both Echo and East Canyon reservoirs in anticipation of runoff.

C. Review of Monthly Bank Statements and Cancelled Checks. Mr. Ritchie said the audit committee, consisting of himself, Mr. Banks, and Ms. Toupin, met March 11, 2024, 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. Newman made a motion to approve the monthly financial report. Mr. Zito seconded the motion. The motion carried unanimously.

VII. APPROVAL OF EXPENSES. Mr. Zito made a motion to approve the expenses for March 13, 2024. Mr. Adams seconded the motion. The motion carried unanimously.

VIII. ADJOURNMENT. Mr. Ritchie made a motion to adjourn at 5:40 p.m. Mr. Zito seconded the motion. The motion carried unanimously.

Minutes Approved

Mark Ohlin, Chair

Recording Secretary