

Roy Water Conservancy District

Minutes of Board Meeting

August 10, 2022

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, August 10, 2022, at 5:00 p.m.

Present: Mark Ohlin, Chair; Gary L. Newman, Vice-Chair; Chad Zito (joined at 5:23 p.m.), Gary S. Adams, and Jon S. Ritchie, Trustees; Rodney Banks, Manager/Treasurer; Linda Toupin, District Clerk; and Marcus Keller, Zions Public Finance.

Excused: 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 Chair Ohlin.

III. APPROVAL OF MINUTES. Mr. Ritchie made a motion to accept and approve the minutes of July 13, 2022, board meeting as written. Mr. Adams seconded the motion. The motion carried unanimously.

IV. BUSINESS.

A. Consideration of Agreement for Municipal Advisory Services. Mr. Banks said Zions Public Finance will be helping the District through the bonding process related to the secondary water metering project. Mr. Keller said there is an opt-out clause with 30 days' notice if the District decides to go with a different advisory service. Mr. Keller said the agreement is used to make sure they are not audited and fined by the MSRP and FCC because Zions has to have a contract in place in order to give any legal municipal advice to the District. Mr. Keller said there is a set fee of \$12,500, and there is no fee if the bond is no longer needed.

Mr. Banks said Attorney Rose will be getting involved in the bonding process as it progresses.

Mr. Adams made a motion to approve the Agreement for Municipal Advisory Services with Zions Public Finance. Mr. Ritchie seconded the motion. The motion carried unanimously.

Mr. Keller said the state has grant money available for 70% of the secondary water metering project. Mr. Keller said the District has to go through state and federal bonding laws for the remaining 30% to make sure the money is borrowed correctly. Mr. Keller said Zions has helped the District in getting legal documents and timelines set up in order to procure a water revenue bond. Mr. Keller said the Board of Water Resources is requiring a mailer be sent out to all customers of the District detailing the reason for the bond. Mr. Keller said a public hearing will be held on the bond as required by the Board of Water Resources to receive public input. Mr. Keller said there will be a 30-day public comment period. Mr. Keller said it is anticipated it will take 45 to 60 days to complete the process, which includes legal documents detailing the terms of the bond and repayment structure, covenants the District agrees to, and the escrow account in which funds will be held.

Mr. Banks said a Board of Water Resources meeting was held August 4, 2022, in which grant funds were authorized and committed to the District. Mr. Banks said the bond was authorized but the committal of funds will happen after the bonding process is completed. Mr. Banks said he is anticipating receiving the committal of

funds in the October 27, 2022, Board of Water Resources meeting. Mr. Banks said if things go as planned, he expects to have the documents around August 16, 2022, and have a bid opening September 6, 2022. Mr. Banks said the concept will be one-year contracts with contractors to do the work. Mr. Banks said the District has already had \$120,000 in materials delivered.

B. Consideration and Award for Bond Counsel. Mr. Banks said part of the services provided by Zions Public Finance is putting out requests for proposal for bond counsel. Mr. Banks said four proposals were received and scored, and Gilmore & Bell scored the best and had the lowest price. Mr. Keller said he has worked with Gilmore & Bell previously, and they do a great job.

Mr. Newman made a motion to award bond counsel to Gilmore & Bell. Mr. Adams seconded the motion. The motion carried unanimously.

C. Consideration of Proposal for Public Involvement Services. Mr. Banks said there have been several secondary water providers get together and realize it would be good to have something uniform for public outreach and public involvement. Mr. Banks said there is a firm called WSP that has been highly involved with public involvement projects. Mr. Banks said Joshua Palmer is the contact who approached several secondary water providers and said he could provide public involvement services on a large economy of scale. Mr. Banks said Mr. Palmer came back with a proposal of about \$50 per meter. Mr. Banks said the first tool is a website where customers can find updates about the secondary water metering project and why it is happening. Mr. Banks said there will also be flyers and mailers sent out and a call center set up for customers to call with questions. Mr. Banks said WSP will provide conflict resolution if necessary. Mr. Banks said the initial buy-in is \$6,500 with \$3,000 going towards the website and the remaining \$3,500 going to mailers and flyers. Mr. Banks said if there are no calls, the District does not pay anything additional for that service. Mr. Banks said this is a better price and service than has been provided to the District with previous WaterSMART grants, which was about \$75 per meter with the Langdon Group.

Mr. Newman made a motion to approve WSP's proposal for public involvement services. Mr. Adams seconded the motion. The motion carried unanimously.

D. Public Comments. No members of the public were present.

V. REPORTS FROM MANAGER AND TRUSTEES.

A. Manager & Trustees Reports. Mr. Banks said Mr. Newman and Chair Ohlin are up for reappointment in January 2023.

Mr. Banks said the District applied for and received a customer portal grant from the Division of Water Resources in the amount of \$75,000. Mr. Banks said he received a contract this morning, but it was too late to put on the agenda for Board approval. Mr. Banks asked if the Board would allow him to move forward with the process and have an official Board approval of the contract at the next Board meeting in September. The Board agreed to allow Mr. Banks to move forward and approve the contract in September's Board meeting.

Mr. Banks said as of August 9th, East Canyon was 63% full, Echo was 64% full, and the Weber River Basin precipitation is 87% of average. Mr. Banks said almost 100% of the state is in severe to exceptional drought condition. Mr. Banks said the water situation of the District is looking fairly well and should last until October 1st. Mr. Banks said the customers of the District have done well using less water this year.

B. Review of Monthly Bank Statements and Cancelled Checks. Mr. Newman said the audit committee, consisting of himself, Mr. Banks, and Ms. Toupin, met August 9, 2022, 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. Ritchie seconded the motion. The motion carried unanimously.

VII. APPROVAL OF CHECKS.

A. Current Checks. Mr. Newman made a motion to approve the checks for August 10, 2022. Mr. Adams seconded the motion. The motion carried unanimously.

VIII. ADJOURNMENT. Mr. Ritchie made a motion to adjourn at 5:42 p.m. Mr. Adams seconded the motion. The motion carried unanimously.

Minutes Approved

Mark Ohlin, Chair

Recording Secretary