

# ***Roy Water Conservancy District***

5440 Freeway Park Drive  
Riverdale, UT 84405

## **AGENDA**

Monthly Board of Trustees' Meeting  
March 8, 2023  
5:00 P.M.

- 5:00 p.m.
- |  |             |
|--|-------------|
| <b>I. CALL TO ORDER</b>  | Chair Ohlin |
| <b>II. PLEDGE OF ALLEGIANCE</b>  | Gary Adams  |
| <b>III. APPROVAL OF MINUTES</b>  | MOTION      |
| <b>IV. BUSINESS</b>  |             |
| A. Public Comments   |             |
| B. Consideration of Contract Water Rate and Roy Water Emergency Water Rate   | MOTION      |
| C. Consideration of Wheeling Charge for Weber Basin West Haven System  | MOTION      |
| D. Consideration of Leasing Davis and Weber Counties Canal Company Shares to Weber Basin Water Conservancy District                | MOTION      |
| E. Consideration of Leasing Wilson Irrigation Company Shares to Weber Basin Water Conservancy District or Other Interested Parties | MOTION      |
| F. Consideration and Award of Security Cameras Project   | MOTION      |
| G. Consideration of Surplus Property   | MOTION      |
| H. Consideration of Progress Payment for Secondary Water Metering Project Phase 4  | MOTION      |
| <b>V. REPORTS FROM MANAGER AND TRUSTEES</b>  |             |
| A. Wilson Irrigation Company Stockholders Meeting February 21, 2023  |             |
| B. Rural Water Annual Conference February 27 – March 3, 2023   |             |
| C. Manager & Trustees Reports  |             |
| D. Review of Monthly Bank Statements and Cancelled Checks  | Gary Newman |
| <b>VI. APPROVAL OF FINANCIAL REPORTS</b>   |             |
| A. Monthly Financial Report  | MOTION      |
| <b>VII. APPROVAL OF CHECKS</b>   |             |
| A. Current Checks  | MOTION      |
| <b>VIII. ADJOURNMENT</b>   | MOTION      |

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: March 3, 2023

SUBJECT: **IV.B. Consideration of Contract Water Rate and Roy Water Emergency Water Rate**

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Based on an annual average consumer price index increase between 2021 and 2023 of 13.08%, it is recommended that the trustees approve a Contract Water Rate and Roy Water Emergency Water Rate of \$76.47 per acre-foot. The Contract Water Rate is the amount charged to D&WCCC for water delivered through the meter located at 6094 South 3100 West in Roy, to Gail Larsen, to Cedar Crest Farm, and any other contracts or agreements the District has or will have in place for delivering water at a per acre-foot rate. The Roy Water Emergency Water Rate is the amount charged to Weber Basin for the water delivered in accordance with Section 2.2 of the Third Amended and Restated Interlocal Operating Agreement for the West Haven Secondary Irrigation System effective December 11, 2019. Both of these water rates are required by contract to be evaluated every two years.

A suggested motion would be, “I move that we approve the Contract Water Rate and Roy Water Emergency Water Rate for 2022 and 2023 in the amount of \$76.47 per acre-foot.”

# MEMORANDUM

TO: Board of Trustees

FROM: Rodney Banks, Manager

DATE: March 6, 2023

SUBJECT: **IV.C. Consideration of Wheeling Charge for Weber Basin West Haven System**

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In accordance with Section 1.4.2(d)(ii) of the Third Amended and Restated Interlocal Operating Agreement for the West Haven Secondary Irrigation System effective December 11, 2019, the Wheeling Charge is subject to re-negotiation every two years from the effective date of the Agreement. Based on the District Engineer's calculations, it is recommended that the trustees approve a wheeling charge of \$3.82 per acre-foot to be negotiated with Weber Basin. This is a 13.35% increase over the previous rate of \$3.37 per acre-foot.

A suggested motion would be, "I move that we approve the Wheeling Charge for Weber Basin West Haven System for 2023 and 2024 in the amount of \$3.82 per acre-foot."

# MEMORANDUM

TO: Board of Trustees

FROM: Rodney Banks, Manager

DATE: March 3, 2023

SUBJECT: **IV.D. Consideration of Leasing Davis and Weber Counties Canal Company Shares to Weber Basin Water Conservancy District**

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Since 2014, the District has been leasing some of its Davis and Weber Counties Canal Company (Davis and Weber) shares to Weber Basin Water Conservancy District (Weber Basin). I would like to continue this leasing arrangement between the District and Weber Basin as long as there is enough water to do so. If the water situation is like 2022 and 2021, I will not lease any shares. The number of shares leased has been dependent upon Weber Basin's need and Davis and Weber's acre-foot per share declaration. In 2022 and 2021 the District did not lease any shares, in 2020 the District leased 220 shares, in 2019 the District leased 220 shares, in 2018 the District leased 220 shares, in 2017 the District leased 50 shares, in 2016 the District leased 305 shares, in 2015 the District leased 115 shares, and in 2014 the District leased 200 shares.

A suggested motion would be, "I move that we 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."

# MEMORANDUM

TO: Board of Trustees

FROM: Rodney Banks, Manager

DATE: March 3, 2023

SUBJECT: **IV.E. Consideration of Leasing Wilson Irrigation Company Shares to Weber Basin Water Conservancy District or Other Interested Parties**

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The District owns twenty-one and one half (21 ½) Wilson Irrigation Company (WIC) shares and I would like to lease those shares to Weber Basin Water Conservancy District (Weber Basin) if they are willing to lease them or any other interested parties. This would be similar to the arrangement for the lease of the District's Davis and Weber Counties Canal Company shares to Weber Basin. If Weber Basin is unwilling to lease the shares, I would like to lease the shares to any other interested parties through a lease agreement.

A ~~suggested~~ motion would be, "I move that we either lease the District's Wilson Irrigation Company shares to Weber Basin Water Conservancy District or other interested parties."

# MEMORANDUM

TO: Board of Trustees

FROM: Rodney Banks, Manager

DATE: March 3, 2023

SUBJECT: **IV.F. Consideration and Award of Security Cameras Project**

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This is line item 8336 of the 2023 approved budget. The budget was approved for \$40,000.00. The District received proposals from two companies, Verkada and Stone Security. The proposals were evaluated based on the scoring outlined in the request for proposal. Stone Security scored the highest between the two proposals. It is the recommendation that the trustees award the project to Stone Security.

A suggested motion would be, “I move that we award the Security Cameras Project to Stone Security in an amount not to exceed \$40,000.00.”

# MEMORANDUM

TO: Board of Trustees

FROM: Rodney Banks, Manager

DATE: March 3, 2023

SUBJECT: **IV.G. Consideration of Surplus Property**

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In accordance with Section III.G. of the District's Procurement Policy, Rules and Procedures, the following items are anticipated to be disposed of for more than \$200 for each item.

2009 Honda Asphalt Saw  
2011 Haulmark Utility Trailer

A suggested motion would be, "I move that we approve the Surplus Property be disposed of by the District's General Manager."

# MEMORANDUM

TO: Board of Trustees

FROM: Rodney Banks, Manager

DATE: March 6, 2023

SUBJECT: **IV.H. Consideration of Progress Payment for Secondary Water Metering Project Phase 4**

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The District has received a request for a progress payment from Leon Poulsen Construction for the Secondary Water Metering Project Phase 4. The progress payment is in the amount of \$47,224.12. 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 4 in the amount of \$47,224.12 to Leon Poulsen Construction.”



# MEMORANDUM

TO: Board of Trustees

FROM: Rodney Banks, Manager

DATE: March 8, 2023

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

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The following is a reminder of upcoming meetings and events:

Board Meeting – March 8, 2023, at 5:00 p.m.  
Utah Water Law and Workshop – March 20-22, 2023, St. George, UT  
Board Meeting – April 19, 2023, at 5:00 p.m.  
Board Meeting – May 17, 2023, at 5:00 p.m.  
Public Hearing for Allotment of Water – May 17, 2023, at 6:00 p.m.  
Board Meeting – June 14, 2023, at 5:00 p.m.  
Board Meeting – July 12, 2023, at 5:00 p.m.  
Board Meeting – August 9, 2023, at 5:00 p.m.  
Board Meeting – September 13, 2023, at 5:00 p.m.  
Board Meeting – October 11, 2023, at 5:00 p.m.  
UASD Annual Convention – November 8-10, 2023, Layton, UT  
Board Meeting – November 15, 2023, at 5:00 p.m.  
Board Meeting – December 13, 2023, at 5:00 p.m.  
Public Hearing for Allotment of Water – December 13, 2023, at 6:00 p.m.  
Public Hearing for Budget – December 13, 2023, at 6:00 p.m.

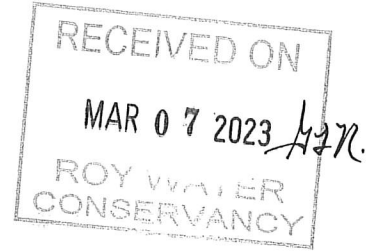
District personnel would like to change the District's office hours to match Roy City's office hours which are 8:00 a.m. to 5:00 p.m. Monday through Thursday and 8:00 a.m. to 12:00 p.m. Friday.

As of March 7<sup>th</sup>, East Canyon is 63% full, Echo Reservoir is 69% full, and the Weber River basin snow water equivalent is 160% of median. Currently almost 50% 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.

# INTERNAL AUDIT REPORT

MARCH 07, 2023

FEBRUARY 28, 2023, 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: \_\_\_\_\_

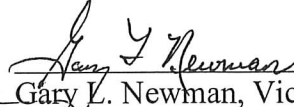
**Bank of Utah**

1. Account No. \*\*\*\*0122: \_\_\_\_\_
2. Account No. \*\*\*\*1928: \_\_\_\_\_
3. Account No. \*\*\*\*0846: \_\_\_\_\_

**PTIF**

4. Account No. \*\*\*\*1141: \_\_\_\_\_
5. Account No. \*\*\*\*2340: \_\_\_\_\_
6. Account No. \*\*\*\*6249: \_\_\_\_\_

I have completed the above procedures for the month of March 07, 2023 (February 28, 2023 Statements).

  
\_\_\_\_\_  
Gary L. Newman, Vice-Chair

# ZION BANK PURCHASE CARDS

## INTERNAL AUDIT REPORT

**MARCH 07, 2023**

(FEBRUARY 28, 2023 STATEMENTS)

YES      NO

- 1. Obtain purchase card statements.
- 2. Review statements for unusual charges.
- 3. Review receipts for charges.
- 4. Question any large or unusual charges not previously discussed or approved during board meeting.
- 5. Summarize your questions.
- 6. Distribute the report to board members, Child Richards CPAs & Advisors, Rodney Banks, and Linda Toupin.
- 7. Obtain replies to questions from Rodney Banks and distribute with the report.

COMMENTS: \_\_\_\_\_

\_\_\_\_\_

1. Zions Bank Control Account: \_\_\_\_\_

2. Purchase Card - Ohlin: \_\_\_\_\_

3. Purchase Card – Newman: \_\_\_\_\_

4. Purchase Card - Adams: \_\_\_\_\_

5. Purchase Card – Ritchie: \_\_\_\_\_

6. Purchase Card – Zito: \_\_\_\_\_

7. Purchase Card - Banks: \_\_\_\_\_

8. Purchase Card - Durbano: \_\_\_\_\_

9. Purchase Card - Thurgood: \_\_\_\_\_

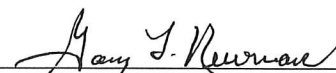
10. Purchase Card – Doxey: \_\_\_\_\_

11. Purchase Card - Sandberg: \_\_\_\_\_

12. Purchase Card - Toupin: \_\_\_\_\_

13. Purchase Card - Harris: \_\_\_\_\_

I have completed the above procedures for the month of March 07, 2023 (February 28, 2023 Statements).

  
\_\_\_\_\_  
Gary L. Newman, Vice-Chair

# FINANCIAL REPORT

• MARCH 2023 •

## GENERAL FUND

### PREVIOUS MONTH

	<u>2023</u>	<u>2022</u>	<u>2021</u>
Balance as of February 1	\$ 1,035,664.32	\$ 511,298.14	\$ 265,743.90
Deposits	\$ 974,032.22	\$ 5,521.72	\$ 12,103.29
Interest on checking	\$ 1,303.98	\$ 108.48	\$ 83.78
Withdrawals	\$ 988,708.64	\$ 212,369.75	\$ 87,841.17
Balance	\$ 1,022,291.88	\$ 304,558.59	\$ 190,089.80

### TO DATE

Balance as of March 1	\$ 1,022,291.88	\$ 304,558.59	\$ 190,089.80
Deposits	\$ 352,163.40	\$ 1,513.29	\$ 303,307.59
Withdrawals	\$ 336,180.95	\$ 52,772.58	\$ 321,646.21
Balance	\$ 1,038,274.33	\$ 253,299.30	\$ 171,751.18

## CAPITAL FACILITIES FUND

	<u>2023</u>	<u>2022</u>	<u>2021</u>
Balance as of February 1	\$ 125,156.65	\$ 123,192.42	\$ 260,329.42
Deposits	\$ -	\$ -	\$ -
Interest on checking	\$ 385.00	\$ 35.37	\$ 93.43
Withdrawals	\$ -	\$ -	\$ -
Balance	\$ 125,541.65	\$ 123,227.79	\$ 260,422.85

### TO DATE

Balance as of March 1	\$ 125,541.65	\$ 123,227.79	\$ 260,422.85
Deposits	\$ -	\$ -	\$ -
Withdrawals	\$ -	\$ -	\$ 4,817.19
Balance	\$ 125,541.65	\$ 123,227.79	\$ 255,605.66

## WEBER BASIN FUND

	<u>2023</u>	<u>2022</u>	<u>2021</u>
Balance as of March 1	\$ 716,146.52	\$ 606,582.67	\$ 493,688.36

## CONNECTIONS

	<u>2023</u>	<u>2022</u>	<u>2021</u>
Connections made during the previous month (February)	0	2	1
Total connections made during the current year	0	2	1
Total active connections	10,811	10,798	10,771

## SHARES

	<u>2023</u>	<u>2022</u>	<u>2021</u>
Shares of D&WCCC Water Stock to date:	1,515.0	1,512.5	1,512.5
Shares of D&WCCC Water Stock leased to date:	144.0	144.0	144.0
Shares of Wilson Irrigation Water Stock to date:	21.5	21.0	20.5

## UTAH PUBLIC TREASURER'S INVESTMENT FUND

### · OPERATIONS & MAINTENANCE ACCOUNT ·

	<u>2023</u>	<u>RATE</u>	<u>DATE</u>
Balance as of February 1	\$ 4,593,585.03	4.6641%	Ongoing-Flexible
Deposits (by Weber County)	\$ 374.16		
Interest	\$ 16,583.78		
Withdrawals (by wire)	\$ 100,000.00		
Balance	\$ 4,510,542.97		

### · METER FUND ACCOUNT ·

Balance	\$ 587,071.00	4.6641%	Ongoing-Flexible
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### · BOND PROCEEDS METERING PROJECT ACCOUNT ·

	<u>2023</u>	<u>RATE</u>	<u>DATE</u>
Balance as of February 1	\$ 3,369,769.25	4.6641%	Ongoing-Flexible
Deposits	\$ -		
Interest on checking	\$ 11,856.38		
Withdrawals	\$ 261,353.69		
Balance	\$ 3,120,271.94		

3:00 PM  
03/08/23

# ROY WATER CONSERVANCY DISTRICT

## O&M Checks

March 8, 2023

	Num	Name	Amount
Mar 8, 23	20270	Chad Zito	-\$275.02
	20271	Gary L. Newman	-\$200.02
	20272	Gary S. Adams	-\$275.02
	20273	Jon S. Ritchie	-\$200.02
	20274	Mark W. Ohlin	-\$275.02
	20275	Ace Recycling & Disposal	-\$143.01
	20276	Appstructure, LLC	-\$400.00
	20277	Blue Stakes of Utah	-\$485.10
	20278	Clear Link IT, LLC	-\$2,541.25
	20279	Clyde Snow & Sessions	-\$1,685.65
	20280	Dominion Energy	-\$810.74
	20281	Durk's Plumbing Supply, Inc.	-\$5.94
	20282	Ewing Irrigation Products	-\$214.13
	20283	Fuel Network	-\$931.06
	20284	Ferguson Waterworks	-\$183,699.34
	20285	Herrick Industrial Supply Company	-\$298.00
	20286	Home Depot	-\$662.33
	20287	Home Depot	-\$1,098.00
	20288	Insight Public Sector, Inc.	-\$989.34
	20289	J. D. Young & Son Landscape	-\$2,353.00
	20290	Jan-Pro of Utah	-\$215.00
	20291	Leon Poulsen Construction Co.	-\$47,224.12
	20292	Les Olson Company	-\$99.38
	20293	Linde Gas & Equipment, Inc.	-\$42.73
	20294	Mountainland Supply Company	-\$52,287.80
	20295	NWRA Irrigation Caucus	-\$400.00
	20296	Opticare Vision Services	-\$96.30
	20297	PEHP Group Insurance	-\$12,448.26
	20298	PEHP Long-Term Disability	-\$784.19
	20299	Rhino Linings of No Davis-Ogden, Inc.	-\$2,200.00
	20300	Riverdale City Corporation	-\$163.15
	20301	Rocky Mountain Power	-\$50.87
	20302	Steve Regan Company	-\$6,011.00
	20303	Utah Local Governments Trust	-\$790.06
	20304	Verizon (V)	-\$406.83
	20305	Watts Steam Store Utah, Inc.	-\$250.50
	20306	Wheeler Machinery Company	-\$8,550.00
	20307	Wilson Lane Service	-\$79.98
	20308	WSP USA Inc.	-\$945.23
	20309	Utah State Tax Commission	-\$2,353.00
	20310	Rodney D. Banks	-\$167.00
	20311	AFLAC	-\$176.65
	20312	Comcast	-\$746.07
	20313	Rocky Mountain Power	-\$30.82
	20314	Rocky Mountain Power	-\$218.05
	20315	Clear Link IT, LLC	-\$396.00
	EFT	Zions Bank	-\$1,505.97
Mar 8, 23		<b>TOTAL</b>	<b>-\$336,180.95</b>