

Roy Water Conservancy District

5440 Freeway Park Drive
Riverdale, UT 84405

AGENDA

Monthly Board of Trustees' Meeting
May 17, 2023
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. Public Comments
 - B. Consideration of Final Payment for Secondary Water Metering Phase 4 2275 West 6000 South MOTION
 - C. Consideration of Final Payment for Secondary Water Metering Phase 4 2400 West 4200 South Project MOTION
 - D. Consideration of Final Payment for Secondary Water Metering Phase 4 3725 South 1900 West Project MOTION
 - E. Consideration of Progress Payment for Secondary Water Metering Project Phase 4 MOTION
 - F. Consideration of Final Payment for Secondary Water Valve Replacement Project MOTION
 - G. Consideration of Final Payment for 2023 Main Line Valve Replacement Project MOTION
 - H. Consideration of Final Payment for 3725 South 1900 West Main Line Replacement Project MOTION
 - I. Consideration of Final Payment for 2275 West 6000 South Main Line Replacement Project MOTION

 - V. **REPORTS FROM MANAGER AND TRUSTEES**
 - A. Report of RWCD and West Haven Systems Startup
 - 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

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: May 12, 2023

SUBJECT: **IV.B. Consideration of Final Payment for Secondary Water Metering Phase 4 2275 West 6000 South Project**

The District has received a request for a final payment from Braegger and Sons Construction for the Secondary Water Metering Phase 4 2275 West 6000 South Project. The final payment is in the amount of \$11,475.00. The items being requested for payment have been verified as installed.

A suggested motion for approval would be, “I move that we approve a Final Payment for the Secondary Water Metering Phase 4 2275 West 6000 South Project in the amount of \$11,475.00 to Braegger and Sons Construction.”

MEMORANDUM

TO: Board of Trustees

FROM: Rodney Banks, Manager

DATE: May 12, 2023

SUBJECT: **IV.C. Consideration of Final Payment for Secondary Water Metering Phase 4 2400 West 4200 South Project**

The District has received a request for a final payment from Braegger and Sons Inc. for the Secondary Water Metering Phase 4 2400 West 4200 South Project. The final payment is in the amount of \$14,910.00. The items being requested for payment have been verified as installed.

A suggested motion for approval would be, “I move that we approve a Final Payment for the Secondary Water Metering Phase 4 2400 West 4200 South Project in the amount of \$14,910.00 to Braegger and Sons Inc.”

MEMORANDUM

TO: Board of Trustees

FROM: Rodney Banks, Manager

DATE: May 12, 2023

SUBJECT: **IV.D. Consideration of Final Payment for Secondary Water Metering Phase 4 3725 South 1900 West Project**

The District has received a request for a final payment from Braegger and Sons Construction for the Secondary Water Metering Phase 4 3725 South 1900 West Project. The final payment is in the amount of \$12,008.75. The items being requested for payment have been verified as installed.

A suggested motion for approval would be, “I move that we approve a Final Payment for the Secondary Water Metering Phase 4 3725 South 1900 West Project in the amount of \$12,008.75 to Braegger and Sons Construction.”

MEMORANDUM

TO: Board of Trustees

FROM: Rodney Banks, Manager

DATE: May 12, 2023

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

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 \$102,973.24. 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 \$102,973.24 to Leon Poulsen Construction.”

MEMORANDUM

TO: Board of Trustees

FROM: Rodney Banks, Manager

DATE: May 12, 2023

SUBJECT: **IV.F. Consideration of Final Payment for Secondary Water Valve Replacement Project**

The District has received a request for a final payment from Braegger and Sons Inc. for the Secondary Water Valve Replacement Project. The final payment is in the amount of \$17,272.50. The items being requested for payment have been verified as installed.

A suggested motion for approval would be, “I move that we approve a Final Payment for the Secondary Water Valve Replacement Project in the amount of \$17,272.50 to Braegger and Sons Inc.”

MEMORANDUM

TO: Board of Trustees

FROM: Rodney Banks, Manager

DATE: May 12, 2023

SUBJECT: **IV.G. Consideration of Final Payment for the 2023 Main Line Valve Replacement Project**

The District has received a request for a final payment from E.H. Knudson Construction for the 2023 Main Line Valve Replacement Project. The final payment is in the amount of \$34,429.38. The items being requested for payment have been verified as installed.

A suggested motion for approval would be, “I move that we approve a Final Payment for the 2023 Main Line Valve Replacement Project in the amount of \$34,429.38 to E.H. Knudson Construction.”

MEMORANDUM

TO: Board of Trustees

FROM: Rodney Banks, Manager

DATE: May 12, 2023

SUBJECT: **IV.H. Consideration of Final Payment for 3725 South 1900 West Main Line Replacement Project**

The District has received a request for a final payment from Braegger and Sons Construction for the 3725 South 1900 West Main Line Replacement Project. The final payment is in the amount of \$93,894.18. The items being requested for payment have been verified as installed.

A suggested motion for approval would be, “I move that we approve a Final Payment for the 3725 South 1900 West Main Line Replacement Project in the amount of \$93,894.18 to Braegger and Sons Construction.”

MEMORANDUM

TO: Board of Trustees

FROM: Rodney Banks, Manager

DATE: May 15, 2023

SUBJECT: **IV.I. Consideration of Final Payment for 2275 West 6000 South Main Line Replacement Project**

The District has received a request for a final payment from Braegger and Sons Construction for the 2275 West 6000 South Main Line Replacement Project. The final payment is in the amount of \$10,368.82. The items being requested for payment have been verified as installed.

A suggested motion for approval would be, “I move that we approve a Final Payment for the 2275 West 6000 South Main Line Replacement Project in the amount of \$10,368.82 to Braegger and Sons Construction.”

MEMORANDUM

TO: Board of Trustees

FROM: Rodney Banks, Manager

DATE: May 17, 2023

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

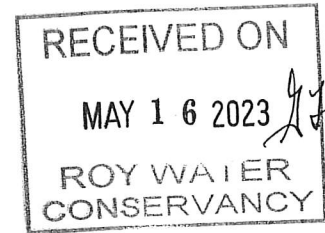
The following is a reminder of upcoming meetings and events:

Board Meeting – May 17, 2023, at 5:00 p.m.
Public Hearing for Allotment of Water – May 17, 2023, at 6:00 p.m.
Public Hearing for Rate Increase – 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.

As of May 16th, East Canyon is 80% full, Echo Reservoir is 54% full, and the Weber River basin snow water equivalent is 294% of median. Currently almost 63% of the state of Utah is in abnormally dry to severe drought condition. As of April 11, 2023, the District's boundaries were moved to the no drought category.

INTERNAL AUDIT REPORT

MAY 16, 2023
(APRIL 30, 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: _____

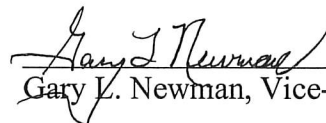
Bank of Utah

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: _____

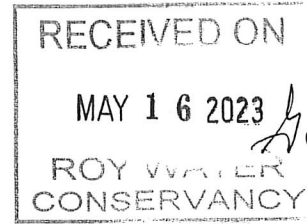
I have completed the above procedures for the month of May 16, 2023 (April 30, 2023 Statements).



Gary L. Newman, Vice-Chair

ZION BANK PURCHASE CARDS
INTERNAL AUDIT REPORT

May 16, 2023
(APRIL 30, 2023 STATEMENTS)



- | YES | No | |
|-------------------------------------|--------------------------|--|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | 1. Obtain purchase 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 checked="" type="checkbox"/> | <input type="checkbox"/> | 6. Distribute the report to board members, Child Richards CPAs & Advisors, Rodney Banks, and Linda Toupin. |
| <input checked="" 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. 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 May 16, 2023 (April 30, 2023 Statements).

Gary L. Newman, Vice-Chair

FINANCIAL REPORT

• MAY 2023 •

GENERAL FUND

PREVIOUS MONTH

	<u>2023</u>	<u>2022</u>	<u>2021</u>
Balance as of April 1	\$ 378,394.08	\$ 209,446.55	\$ 239,377.41
Deposits	\$ 992,800.11	\$ 130,859.60	\$ 687,585.32
Interest on checking	\$ 1,945.08	\$ 70.70	\$ 101.40
Withdrawals	\$ 895,565.71	\$ 203,111.50	\$ 693,869.16
Balance	\$ 477,573.56	\$ 137,265.35	\$ 233,194.97

TO DATE

Balance as of May 1	\$ 477,573.56	\$ 137,265.35	\$ 233,194.97
Deposits	\$ 301,818.48	\$ 101,513.29	\$ 152,814.07
Withdrawals	\$ 439,857.64	\$ 84,100.20	\$ 156,981.46
Balance	\$ 339,534.40	\$ 154,678.44	\$ 229,027.58

CAPITAL FACILITIES FUND

	<u>2023</u>	<u>2022</u>	<u>2021</u>
Balance as of April 1	\$ 126,022.97	\$ 123,274.55	\$ 255,710.31
Deposits	\$ -	\$ -	\$ -
Interest on checking	\$ 449.19	\$ 50.09	\$ 87.32
Withdrawals	\$ -	\$ -	\$ 22,820.40
Balance	\$ 126,472.16	\$ 123,324.64	\$ 232,977.23

TO DATE

Balance as of May 1	\$ 126,472.16	\$ 123,324.64	\$ 232,977.23
Deposits	\$ -	\$ -	\$ -
Withdrawals	\$ -	\$ -	\$ 4,488.51
Balance	\$ 126,472.16	\$ 123,324.64	\$ 228,488.72

WEBER BASIN FUND

	<u>2023</u>	<u>2022</u>	<u>2021</u>
Balance as of May 1	\$ 714,301.34	\$ 580,184.14	\$ 480,127.59

CONNECTIONS

	<u>2023</u>	<u>2022</u>	<u>2021</u>
Connections made during the previous month (April)	0	4	10
Total connections made during the current year	10	6	13
Total active connections	10,821	10,802	10,783

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 April 1	\$ 4,342,484.38	5.0063%	Ongoing-Flexible
Deposits (by Weber County)	\$ 11,454.31		
Interest	\$ 16,384.10		
Withdrawals (by wire)	\$ 851,187.21		
Balance	\$ 3,519,135.58		

· METER FUND ACCOUNT ·

Balance	\$ 607,123.40	5.0063%	Ongoing-Flexible
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· BOND PROCEEDS METERING PROJECT ACCOUNT ·

	<u>2023</u>	<u>RATE</u>	<u>DATE</u>
Balance as of April 1	\$ 3,046,796.53	5.0063%	Ongoing-Flexible
Deposits	\$ -		
Interest on checking	\$ 12,483.93		
Withdrawals	\$ 128,690.49		
Balance	\$ 2,930,589.97		

1:14 PM
05/17/23

ROY WATER CONSERVANCY DISTRICT
O&M Checks
May 17, 2023

	Num	Name	Amount
May 17, 23	20417	Chad Zito	-\$275.01
	20418	Gary L. Newman	-\$200.01
	20419	Gary S. Adams	-\$275.01
	20420	Jon S. Ritchie	-\$200.01
	20421	Mark W. Ohlin	-\$275.01
	20422	Ace Recycling & Disposal	-\$139.19
	20423	Blue Stakes of Utah	-\$1,110.60
	20424	Braegger & Sons Construction, LLC	-\$93,894.18
	20425	Braegger & Sons Construction, LLC	-\$11,475.00
	20426	Braegger & Sons Construction, LLC	-\$12,008.75
	20427	Braegger & Sons Construction, LLC	-\$10,368.82
	20428	Braegger & Sons, Inc.	-\$14,910.00
	20429	Braegger & Sons, Inc.	-\$17,272.50
	20430	Clear Link IT, LLC	-\$14,950.57
	20431	Clyde Snow & Sessions	-\$34.00
	20432	Comcast	-\$745.65
	20433	Dominion Energy	-\$641.11
	20434	Durk's Plumbing Supply, Inc.	-\$4.58
	20435	E.H. Knudson Construction Company	-\$34,429.38
	20436	Ewing Irrigation Products	-\$55.16
	20437	Ferguson Waterworks	-\$23,994.88
	20438	Ferguson Waterworks	-\$22,810.69
	20439	Ferguson Waterworks	-\$1,937.50
	20440	Fuel Network	-\$1,411.78
	20441	Home Depot	-\$552.56
	20442	J. D. Young & Son Landscape	-\$2,053.00
	20443	Jan-Pro of Utah	-\$215.00
	20444	Leon Poulsen Construction Co.	-\$102,973.24
	20445	Linde Gas & Equipment, Inc.	-\$42.73
	20446	Mountainland Supply Company	-\$48,703.06
	20447	O'Reilly Automotive	-\$91.92
	20448	Opticare Vision Services	-\$96.30
	20449	PEHP Group Insurance	-\$12,448.26
	20450	Pro-Pipe Professional Pipe Services	-\$1,340.00
	20451	Riverdale City Corporation	-\$162.05
	20452	Rocky Mountain Power	-\$29.94
	20453	Rocky Mountain Power	-\$10.26
	20454	Rocky Mountain Power	-\$30.16
	20455	Rocky Mountain Valves	-\$450.00
	20456	Sam's Club	-\$93.88
	20457	Sandee's Soil & Rock, Inc.	-\$79.50
	20458	Staker Parson Companies	-\$624.99
	20459	T & J Horse Trailer, Inc.	-\$14.61
	20460	USA Blue Book	-\$621.44
	20461	Utah Local Governments Trust	-\$813.89
	20462	Verizon	-\$406.55
	20463	Wasatch Civil Engineering	-\$3,578.13
	20464	Wasatch Civil Engineering	-\$572.50
	20465	Wasatch Civil Engineering	-\$257.63
	20467	AFLAC	-\$176.65
May 17, 23		TOTAL	-\$439,857.64