



Bona Vista Water Improvement District

2020 West 1300 North, Farr West, Utah 84404

Phone (801) 621-0474 Fax (801) 621-0475

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE BONA VISTA WATER IMPROVEMENT DISTRICT HELD MONDAY, NOVEMBER 27, 2023, AT THE DISTRICT OFFICE.

BOARD MEMBERS PRESENT:

Mayor Michelle Tait, Chairwoman
Mayor Ken Phippen
Mayor Scott Van Leeuwen

STAFF MEMBERS PRESENT:

Blake Carlin, General Manager / Treasurer
Marci Doolan, Administrative Manager / Clerk
Matt Fox, Assistant Manager
Chris Crockett, Attorney

ELECTRONIC ATTENDANCE:

Mayor Jon Beesley

EXCUSED:

Ron Stratford, Vice Chairman

1. The meeting was called to order at 2:05 pm by Mayor Tait, Chairwoman. She excused Ron Stratford as he is out of town.
2. Mayor Van Leeuwen made a motion to approve the minutes from the board of trustees meeting held September 25, 2023. Mayor Phippen seconded the motion. Trustees Phippen, Tait and Van Leeuwen voted aye. The motion carried.
3. The check registers for September and October 2023 were discussed.
 - a. Mayor Van Leeuwen made a motion to approve the check registers for September and October. Mayor Phippen seconded the motion. Trustees Beesley, Phippen, Tait and Van Leeuwen voted aye. The motion carried.
4. Blake Carlin relayed that the notice to proceed has been executed and 3XL will start on the 4000 North canal crossing next week. They anticipate that it will take 10 days to complete the project. This will be the second time the District has worked with 3XL.
 - a. Mayor Phippen and Mayor Beesley relayed that they are currently working and/or have worked with 3XL in the past and feel that they were good to work with.
 - b. Blake added that the engineers estimate for the project was \$55,000 but they came in at \$47,000.
 - c. Mayor Beesley made a motion to award the 4000 Canal Crossing project to 3XL Construction in the amount of \$46,048. Mayor Phippen seconded the motion. Trustees Beesley, Phippen, Tait and Van Leeuwen voted aye. The motion carried.
5. Blake Carlin reminded the trustees that the interlocal with West Haven has already been approved via phone calls with each of them. West Haven City is planning on putting the project out to bid next Thursday. They will include the culinary water upgrades as part of the project and the District will reimburse them for the expense.
 - a. Mayor Van Leeuwen asked if there would be any issues with the agreement since Matt

Jensen is no longer the City Administrator for West Haven. Chris Crockett, legal counsel for the District responded in the negative.

- b. Mayor Van Leeuwen made a motion to ratify the interlocal agreement with West Haven City for the 2700 West Canal and Utility Improvement project. Mayor Beesley seconded the motion. Trustees Beesley, Phippen, Tait and Van Leeuwen voted aye. The motion carried.

6. Chris Crockett relayed that adopting the tax rates for both Weber County and Box Elder County is done annually. The rates are put forth and certified in June of each year. Adopting them is a housekeeping measure for the budget.
 - a. Mayor Phippen made a motion to adopt resolution 08-2023 adopting the certified tax rate. Mayor Beesley seconded the motion. Roll call voting was unanimous.

7. Blake Carlin, Matt Fox and Marci Doolan presented the proposed 2024 budget to the trustees. It was relayed that the current CPI is 3.3%.
 - a. There were two typos in the spreadsheet. First, the amount in revenue account 340040 should be \$150,000 not \$10,000. Second, the amount in expense account 460400 should be \$4,500 not \$45,000.

8. Chris Crockett explained that a resolution would need to be adopted to approve the tentative budget with the mentioned corrections and to set the public hearing. He also mentioned that the board would need to be prepared to make a decision on increasing the water rates for 2024 at any percentage up to the current CPI of 3.3%.
 - a. Mayor Tait reminded staff that there is another budget meeting that the mayors attend that conflicts with the Districts meeting; therefore, the meeting will start one half hour later than shown in the resolution.
 - b. Mayor Van Leeuwen made a motion to approve Resolution 09-2023 adopting the 2024 tentative budget and set a public hearing for Monday, December 11, 2023, at 6:30 pm at the Districts office. Mayor Phippen seconded the motion. Roll call voting was unanimous.

9. Blake Carlin gave an update on the water report. Everything is going well.

10. Chris Crockett relayed that Doug Larsen was able to confirm that the requested update to the interlocal agreement with Marriott-Slaterville City was a date in paragraph six. The date should be 12/31/2026 not 12/31/2025.
 - a. Mayor Phippen made a motion to amend the interlocal agreement for the Central Business District East CRA in Marriott-Slaterville with the corrected date. Mayor Tait seconded the motion. Trustees Beesley, Phippen, Tait and Van Leeuwen voted aye. The motion carried.

11. Staff and board member comments:
 - a. Blake Carlin:
 - i. He hopes to have the land purchased in North Ogden for the new tank by the end of the year.
 - ii. He has put the upgrade of the well out to bid but they are waiting on parts.
 - iii. He also hopes to purchase the land behind the office in 2024 for the well that should be installed in 2025.
 - b. Matt Fox: Nothing additional to discuss.

- c. Marci Doolan:
 - i. She asked if the Mayors knew of any anticipated mid-year fee increases. There was discussion regarding the increase of tipping fees so there may be refuse increases soon.
- d. Mayor Van Leeuwen:
 - i. He thanked everyone for their service and expressed his gratitude for being able to work with a good group of individuals.
- e. Mayor Beesley: Nothing additional to discuss.
- f. Mayor Phippen: Nothing additional to discuss.
- g. Mayor Tait: Nothing additional to discuss.

12. Mayor Van Leeuwen made a motion to adjourn the meeting. Mayor Phippen seconded the motion. Trustees Beesley, Phippen, Tait and Van Leeuwen voted aye. The motion carried.

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