

MINUTES OF REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
WPR UTILITY DISTRICT (THE "DISTRICT")
JANUARY 28, 2025

A regular meeting of the Board of Directors of the WPR Utility District (referred to hereafter as the "Board") was convened on Tuesday, January 28, 2025, at 5:00 p.m., at 36 S. State St., Ste. 500, Salt Lake City, UT 84111 and via Microsoft Teams. The meeting was open to the public.

ATTENDANCE

Trustees in attendance were:

Ed Schultz

Jenny Robinson

Also, In Attendance Were:

Josh Miller, CliftonLarsonAllen LLP ("CLA")

Carley Herrick, Nathan Bell, Matt Musil, Suzanne Bennett and Evan Tufts; Wasatch Peaks Ranch

D. Brent Rose; Clyde Snow & Sessions, P.C.

ADMINISTRATIVE MATTERS

Call to Order:

The meeting was called to order at 5:00 p.m. by Trustee Robinson, who recited the following:

"As a Trustee of the Board of Trustees of the WPR Utility District, I hereby call this regular meeting of the Board to order at 5:00 P.M. on January 28, 2025, at 36 S. State St., Ste. 500, Salt Lake City, UT 84111. In compliance with the requirements of Utah's Open and Public Meetings Law: (i) notice of this meeting has been duly posted and published, and (ii) this meeting is being recorded and minutes of the meeting, in its entirety, are being kept."

Public Comment:

None.

Minutes from December 10, 2024 Special Meeting:

Following discussion, Trustee Schultz made a motion to approve the minutes from the December 10, 2024 special meeting. Trustee Robinson seconded the motion. The motion passed unanimously.

FINANCIAL MATTERS

Payment of Claims:

This matter was not discussed.

December 31, 2024 Unaudited Financial Statements:

Mr. Tufts provided an update regarding the financial statements for the Board. No action was taken.

Proposal from Hinton Burdick to Perform Audit for Fiscal Year Ending June 30, 2024:

Following review and discussion, Trustee Robinson made a motion to approve the proposal from Hinton Burdick to perform an audit for fiscal year ending June 30, 2024. Trustee Schultz seconded the motion. The motion passed unanimously.

MANAGER'S MATTERS

None.

OPERATIONAL MATTERS

Residential Homes: Expected Usage Projections Discussion:

Mr. Tufts provided an update for the Board. No action was taken.

Irrigation: Restrictions and Management Strategies. Possible Work Session Needed to Formulate Policy:

Mr. Tufts provided end-of-season water usage projections for the entire water system and suggested a working session to discuss residential and irrigation water usage and restrictions. No action was taken.

Security:

Cameras at all pump stations.

Mr. Tufts provided an update for the Board, noting that cameras have been installed and are operational at all pump stations. No action was taken.

Operations Manual

Development of a board-only version for internal use.

Mr. Tufts provided an update for the Board and noted that the operational manual is expected to be completed next week. No action was taken.

ISO Preparation

Pre-survey has been submitted; further steps being planned.

Mr. Tufts provided an update for the Board, noting that a pre-survey has been submitted and further steps are being planned. Morgan County Fire is preparing for their first ISO inspection for Wasatch Peaks Ranch and is pleased with the level of record-keeping. No action was taken.

Consumer Confidence Reports

Mr. Tufts discussed the upcoming consumer confidence reports with the Board, and the need to determine the best delivery method to comply with state requirements. He suggested using electronic delivery through club communications or water bills. No action was taken.

Customer communication and delivery method.

Attorney Rose reminded the Board and consultants that as a public District, documents must be open and available to the public, with certain sensitive information redacted.

Website enhancements to meet operational and communication needs.

Attorney Herrick and Mr. Miller discussed the need to update the District website and ensure they can accommodate notice requirements. They agreed to meet individually to coordinate as needed.

LEGAL MATTERS

Attorney Herrick provided an update and noted that she is working on cleaning up the District's records.

TRUSTEES' MATTERS

None.

OTHER BUSINESS

None.

ADJOURNMENT

There being no further business to come before the Board at this time, Trustee Schultz made a motion to adjourn the meeting at 5:15 p.m. Trustee Robinson seconded the motion. The motion passed unanimously.

Respectfully submitted,

By *Gary Derck*

District Chair

Attest:

By *Carley Herrick*

District Clerk

WPR Utility - Meeting Minutes - January 28, 2025

Final Audit Report

2025-02-24

Created:	2025-02-24
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