

MINUTES OF REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
WPR ROAD AND FIRE DISTRICT (THE “DISTRICT”)
HELD
MARCH 25, 2025

A regular meeting of the Board of Directors of the WPR Road and Fire District (referred to hereafter as the “Board”) was convened on Tuesday, March 25, 2025, at 5:15 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:

Gary Derck

Ed Schultz

Jenny Robinson

Also, In Attendance Were:

Nic Carlson, CliftonLarsonAllen LLP (“CLA”)

Carley Herrick, Nathan Bell, Suzanne Bennett, Matt Musil and Kelli Reid; Wasatch Peaks Ranch

Nate Broadhurst; Clyde Snow & Sessions, P.C.

ADMINISTRATIVE MATTERS

Call to Order:

The meeting was called to order at 5:24 p.m. by Trustee Derck, who recited the following:

“As Chair of the Board of Trustees of the WPR Road and Fire District, I hereby call this regular meeting of the Board to order at 5:24P.M. on March 25, 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 February 18, 2025 Regular Meeting:

Following discussion, Trustee Robinson made a motion to approve the minutes from the February 18, 2025 regular meeting. Trustee Schultz seconded the motion. The motion passed unanimously.

District’s Chief Financial Officer (Jenny Robinson) and Chief Administrative

Officer (Carley Herrick):

Following discussion, Trustee Schultz made a motion to formally appoint Jenny Robinson as the Chief Financial Officer. Trustee Derck seconded the motion. Trustee Robinson abstained. The motion passed.

Following discussion, Trustee Schultz made a motion to formally appoint Carley Herrick as the Chief Administrative Officer. Trustee Robinson seconded the motion. The motion passed unanimously.

FINANCIAL MATTERS

Payment of Claims:

Mr. Musil reviewed the claims with the Board. Following discussion, Trustee Schultz made a motion to approve the claims in the amount of \$363,156.94. Trustee Robinson seconded the motion. The motion passed unanimously.

December 31, 2024 Unaudited Financial Statements:

Mr. Musil reviewed the corrected financial statements with the Board. Following discussion, Trustee Robinson made a motion to approve the December 31, 2024 Unaudited Financial Statements. Trustee Schultz seconded the motion. The motion passed unanimously.

Proposed Budget Amendment and Public Hearing Regarding the Same:

The Board discussed the proposed budget amendment and determined to hold the public hearing at the April meeting.

District Credit Card:

The Board discussed setting up a District credit card. The Board directed Trustee Robinson to obtain a credit card for the District.

MANAGER'S MATTERS

2025 T&M Rates:

Following discussion, the Board directed Nate Bell to work with Trustee Robinson on the 2025 T&M Rates.

OPERATIONAL MATTERS

Pano AI and Customer Agreement:

Trustee Derck reviewed the agreement with Pano AI with the Board, noting that he and legal and continuing to work with Pano AI on the terms of agreement.

LEGAL MATTERS

MCFD Fire Station Facilities/Services Agreement and Sublease:

The Board discussed the agreement and sublease. Following discussion, Trustee Schultz made a motion to approve the MCFD Fire Station Facilities/Services Agreement. Trustee Robinson seconded the motion. The motion passed unanimously. Following discussion, Trustee Schultz made a motion to approve the Sublease. Trustee Robinson seconded the motion. The motion passed unanimously.

District Ethics Policy:

Attorney Herrick reviewed the District Ethics Policy with the Board. Following discussion, Trustee Robinson made a motion to approve the District Ethics Policy. Trustee Schultz seconded the motion. The motion passed unanimously.

Information Technology Act Compliance:

Attorney Herrick reviewed the act with the Board and noted she will work with Mr. Bell as the deadline approaches.

TRUSTEES' MATTERS

None.

OTHER BUSINESS

None.

ADJOURNMENT

There being no further business to come before the Board at this time, Trustee Schultz motioned to adjourn the meeting at 5:48 p.m. Trustee Robinson seconded the motion. The motion passed unanimously.

Respectfully submitted,

By *Gary Derck*

District Chair

Attest:

By Carley Herrick
District Clerk

Minutes 03-25-2025 (WPR R&F)

Final Audit Report

2025-04-23

Created:	2025-04-23
By:	Carley Herrick (carley.herrick@wasatchpeaksranch.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAVIO-OPVDuDPYrbgypF4cF9Ch9oOjoE5M

"Minutes 03-25-2025 (WPR R&F)" History

 Document created by Carley Herrick (carley.herrick@wasatchpeaksranch.com)
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