

MINUTES OF REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF THE  
WPR UTILITY DISTRICT (THE “DISTRICT”)  
MARCH 25, 2025

A regular meeting of the Board of Directors of the WPR Utility District (referred to hereafter as the “Board”) was convened on Tuesday, March 25, 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:

Gary Derck

Ed Schultz

Jenny Robinson

Also, In Attendance Were:

Josh Miller and 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 5:02 p.m. by Trustee Derck, 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 5:02 P.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 Special Meeting:**

Following discussion, Trustee Robinson made a motion to approve the minutes from the February 18, 2025, special meeting. Trustee Derck 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 Derck made a motion to formally appoint Carley Herrick as the Chief Administrative Officer. Trustee Robinson seconded the motion. The motion passed unanimously.

**UASD Board of Representatives Member (Carley Herrick) and Alternate Member (Evan Tufts):**

Following discussion, Trustee Derck made a motion to appoint Carley Herrick as the UASD Board of Representatives Member and Evan Tufts to be the alternate. 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 Robinson made a motion to approve the claims in the amount of \$44,609.11. Trustee Derck 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.

**District Credit Card:**

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

**MANAGER'S MATTERS**

**2025 T&M Rates:**

Trustee Derck and Mr. Bell reviewed the 2024 T&M Rates with the Board. Trustee Robinson will review them and the Board will consider action at a future meeting.

**OPERATIONAL MATTERS**

None.

**LEGAL MATTERS**

**HB0037 to Add Propane Services to Allowable Special District Services:**

Attorney Herrick reviewed the passage of HB0037 to add propane services to allowable Special District services with the Board. No action was taken.

**District Ethics Policy:**

Attorney Herrick reviewed the District Ethics Policy with the Board. Following discussion, Trustee Schultz made a motion to approve the District Ethics Policy. Trustee Robinson 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, the meeting was adjourned at 5:22 p.m.

Respectfully submitted,

By *Gary Derck*

District Chair

Attest:

By *Carley Herrick*

District Clerk

# Minutes 03-25-2025 (WPR Util)

Final Audit Report

2025-04-23

|                 |                                                       |
|-----------------|-------------------------------------------------------|
| Created:        | 2025-04-23                                            |
| By:             | Carley Herrick (carley.herrick@wasatchpeaksranch.com) |
| Status:         | Signed                                                |
| Transaction ID: | CBJCHBCAABAAAdV3_qmlaxy3fVXxGucJOLGnA-wv3O2q3         |

## "Minutes 03-25-2025 (WPR Util)" History

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