

WPR ROAD AND FIRE DISTRICT

36 S. State Street
Suite 500
Salt Lake City, UT 84111

NOTICE OF REGULAR MEETING AND AGENDA

DATE: Monday, August 25, 2025

TIME: 5:15 p.m.

LOCATION: 36 S. State St., Suite 500
Salt Lake City, UT 84111
And Via Microsoft Teams

ACCESS: To attend via Microsoft Teams Videoconference, use the below link:
https://teams.microsoft.com/l/meetup-join/19%3ameeting_MDM5MmUyZTk0ODZiNi00MzU3LWEwNDEtZDM3N2IwZGQ2ZjY2%40thread.v2/0?context=%7b%22Tid%22%3a%223e95e77c-c839-42d7-a767-aac8531785ff%22%2c%22Oid%22%3a%228d48df21-9763-40d0-ba52-983e5a92dcea%22%7d

BOARD OF Gary Derck
TRUSTEES: Ed Schultz
Jenny Robinson

PUBLIC NOTICE is hereby given that the Board of Trustees (the “Board”), of the WPR Road and Fire District (the “District”), will hold a meeting of the Board on Monday, August 25, 2025, commencing at 5:15 p.m., at 36 S. State St., Ste. 500, Salt Lake City, Utah, 84111 and via Microsoft Teams, at which time the Board shall proceed according to the following agenda:

[FOR REFERENCE] “As the 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:-- P.M. on Monday, August 25, 2025, at 36 S State Street, Suite 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.”

I. ADMINISTRATIVE MATTERS

- A. Call to order.
- B. Public Comment. Members of the public may express their views to the Board on matters that affect the District that are otherwise not on the agenda. Comments will be limited to three (3) minutes per person.

- C. Review and consider approval of minutes from July 22, 2025 regular meeting and August 5, 2025 special meeting (enclosure).

II. FINANCIAL MATTERS

- A. Approve and/or ratify approval of payment of claims (enclosure).
- B. Conduct public hearing on the Operating and Capital Budget for fiscal year 2025-2026 and consider adoption of the same (enclosure).
- C. District audit updates.

III. MANAGER AND OPERATIONAL MATTERS

IV. LEGAL MATTERS

V. BOARD MEMBER MATTERS

VI. OTHER BUSINESS

VII. ADJOURNMENT

[This notice to be published on the Utah Public Notice Website, at least 7 days prior to the meeting.]

Draft July 22, 2025, Meeting Minutes

MINUTES OF REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
WPR ROAD AND FIRE DISTRICT (THE “DISTRICT”)
HELD
JULY 22, 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, July 22, 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, Evan Tufts, Suzanne Bennett, Nathan Bell and Kelli Reid; Wasatch Peaks Ranch
Todd Godfrey; Hayes Godfrey Bell, P.C.

ADMINISTRATIVE MATTERS

Call to Order:

The meeting was called to order at 5:21 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 5:21 P.M. on July 22, 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 June 24, 2025 Regular Meeting:

Trustee Derck reviewed the minutes with the Board. Following discussion, Trustee Schultz made a motion to approve the minutes from the June 24, 2025 regular meeting. Trustee Robinson seconded the motion. The motion passed unanimously.

FINANCIAL MATTERS

Payment of Claims:

Mr. Tufts reviewed the claims with the Board. Following discussion, Trustee Schultz made a motion to approve the claims in the amount of \$98,646.22, as presented. Trustee Robinson seconded the motion. The motion passed unanimously.

Tentative Budget for Fiscal Year 2025–2026 and Scheduling a Special Meeting to Amend Prior to Public Hearing:

Mr. Tufts provided an update for the Board, noting that a special meeting needs to be held on August 5, 2025, at 10:15 a.m. to adopt the amended tentative budget.

District Budget Officer (Evan Tufts):

Trustee Derck provided an update for the Board regarding the appointment of a District Budget Officer. Trustee Schultz made a motion to appoint Evan Tufts as District Budget Officer. Trustee Robinson seconded the motion. The motion passed unanimously.

Engagement Letter with Hinton Burdick:

Trustee Derck reviewed the engagement letter with the Board. Trustee Robinson made a motion to approve the engagement letter with Hinton Burdick. Trustee Schultz seconded the motion. The motion passed unanimously.

MANAGER AND OPERATIONAL MATTERS

Mr. Bell provided an update for the Board, noting that the District offices are complete and Morgan County has started moving into the fire station. Work is tentatively scheduled for August 13, 2025 for a slurry coat on District roads.

LEGAL MATTERS

None.

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. Trustee Robinson seconded the motion. The motion passed unanimously.

Respectfully submitted,

By _____

District Chair

Attest:

By _____

District Clerk

DRAFT

Draft August 5, 2025, Meeting Minutes

MINUTES OF SPECIAL MEETING OF
THE BOARD OF DIRECTORS OF THE
WPR ROAD AND FIRE DISTRICT (THE “DISTRICT”)
HELD
AUGUST 5, 2025

A special meeting of the Board of Directors of the WPR Road and Fire District (referred to hereafter as the “Board”) was convened on Tuesday, August 5, 2025, at 10:10 a.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, Evan Tufts, Nathan Bell, Matt Musil, Alex Gagnon and Kelli Reid;
Wasatch Peaks Ranch

Todd Godfrey; Hayes Godfrey Bell, P.C.

ADMINISTRATIVE MATTERS

Call to Order:

The meeting was called to order at 10:22 a.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 10:22 A.M. on August 5, 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.

FINANCIAL MATTERS

Tentative Budget for Fiscal Year 2025–2026:

Trustee Derck and Mr. Tufts reviewed the tentative budget and related updates with the Board. Following discussion, Trustee Robinson made a motion to adopt the amended Tentative Budget for Fiscal Year 2025-2026. Trustee Derck seconded the motion. The

motion passed unanimously.

Public Hearing on August 25, 2025, at 5:00 PM for Approval of the Final Budget for Fiscal Year 2025-2026:

Following discussion, Trustee Robinson made a motion to schedule a Public Hearing on August 25, 2025 at 5:15 p.m. for approval of the Final Budget for Fiscal Year 2025-2026. Trustee Derck seconded the motion. The motion passed unanimously.

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 10:33 a.m. Trustee Robinson seconded the motion. The motion passed unanimously.

Respectfully submitted,

By _____

District Chair

Attest:

By _____

District Clerk

Payment of Claims

WPR R&F District

For the period 7/17/2025-8/12/2025

Paid Claims

Date	Person/Description	Reference	Amount	Remarks
7/21/2025	July 2025 Bank Fee		(15.35)	July 2025 Bank Fee
7/24/2025	CLYDE SNOW & SESSIONS P.C. (v0000027)	2043	(368.50)	June 2025 Services
7/24/2025	UTAH LOCAL GOVERNMENT TRUST (v0000427)	2044	(3,613.20)	Annual Billing 7/1/25-6/30/26
7/24/2025	UTAH LOCAL GOVERNMENT TRUST (v0000427)	2044	(8,689.44)	Add 6 trucks to Automobile Liability/Damage Endorsement
7/24/2025	WHITE CAP LP (v0000722)	2045	(2,900.08)	11 HP Honda 20" Guard Walk Behind Saw
7/25/2025	BLUE LINE TECHNOLOGIES INC (v0000039)	9999072525	(72.96)	Microsoft June 2025 Agreement
7/25/2025	PETERSON PIPELINE ASSOCIATION (v0000629)	9999072525	(53.00)	Water Read Date 7.8.25
7/25/2025	STREAMLINE SOFTWARE INC. (v0000670)	9999072525	(1,100.00)	Streamline Flex 5/1/25-5/1/26
7/25/2025	HINTONBURDICK CPAS & ADVISORS (v0000711)	9999072525	(2,000.00)	Fy 24 Audit - Progress Billing
7/25/2025	HAYES GODFREY BELL PC (v0000749)	9999072525	(102.00)	June 2025 Services
7/25/2025	HAYES GODFREY BELL PC (v0000749)	9999072525	(1,716.00)	June 2025 Services
7/25/2025	June 2025 Interco Reimubrsement 7.25.25	7.25.25 ETL	(184.43)	June 2025 Interco Reimubrsement 7.25.25
7/31/2025	BLUE LINE TECHNOLOGIES INC (v0000039)	9999080125	(72.96)	July 2025 Billing
7/31/2025	TOM RANDALL DISTRIBUTING (v0000231)	2046	(1,956.10)	Clear Diesel delivery
7/31/2025	ALPHA COMMUNICATIONS SITES INC (v0000278)	2047	(108.00)	6 Radios - Connect Plus System
7/31/2025	WPR DEVELOPMENT COMPANY LLC (v0000069)	9999073125	(542.09)	
7/31/2025	WPR DEVELOPMENT COMPANY LLC (v0000069)	9999073125	(1,106.75)	
7/31/2025	WPR DEVELOPMENT COMPANY LLC (v0000069)	9999073125	(81.95)	Clockify Subscription
7/31/2025	WPR DEVELOPMENT COMPANY LLC (v0000069)	9999073125	(62.84)	AMEX pass through purchases
7/31/2025	WPR DEVELOPMENT COMPANY LLC (v0000069)	9999073125	(2,123.48)	District CapEx Shelving and tool boxes
7/31/2025	WPR DEVELOPMENT COMPANY LLC (v0000069)	9999073125	(357.01)	25% of Tire purchase
7/31/2025	ENBRIDGE GAS (v0000695)	9999073125	(19.47)	July 2025
7/31/2025	ENBRIDGE GAS (v0000695)	9999073125	(21.84)	June 2025 Usage
7/31/2025		:InterCo	(3,565.90)	
7/31/2025		:InterCo	(2,042.19)	
8/7/2025	CLIFTONLARSONALLEN LLP (v0000514)	2048	(437.85)	Management Services through 6/24/25
			(33,313.39)	

Unpaid Claims

Date	Vendor		Amount	
2/20/2025	Enbridge Gas	022025 4493490292CR	(115.24)	Credit on account
7/29/2025	Tom Randall Distributing	0402365	1,355.17	Clear Diesel #2
7/30/2025	Tom Randall Distributing	0402450	204.15	Multiplex 220 #2 Tube
			1,444.08	

Operating and Capital Budget for Fiscal Year 2025-2026

WPR Road & Fire District
General Fund
Fiscal Year 2026 Final Budget
8/14/2025

Beginning Fund Balance

Revenues and other sources

Property taxes 586,173
Fire usage 0
Road usage 0
Storm usage 0
Developer advance 1,610,596
Contribution from Fund Balance
Other income 400,000
Total revenues and other sources

Asset contribution

Total Funds Available

Expenses and other uses

Equipmental Rental 174,450
Management Fee 357,600
Utilities 6,000
R&M - Roads 220,000
R&M - Guardrails 6,000
R&M - Stormways 53,000
R&M - Bridges/Walls 47,000
R&M - Vehicles 67,000
Other operating supplies 51,000
Snow removal 98,000
Small Equipment 12,000
Small tools 30,000
Fuel and lubricants 55,000
Safety and traffic signage 2,400
Publications and notices 1,500
Bank fees 300
Software and subscriptions 106,000
Insurance 25,000
Professional Fees - accounting 24,000
Professional Fees - assurance 12,000
Professional Fees - legal 17,500
District management 43,500
Education and training 18,000
Uniforms 2,000
Radio communications 1,296
Consulting fees 1,500
Expenditures - budget contingency 52,547
Fire Station Services Agreement - One time 325,500
Fire Station Services Agreement - Monthly 406,562

Total operating expenses

Fixed Assets - Vehicles 470,525
Fixed Assets - Equipment 181,800
Fixed Assets - PP&E 17,500

Total Capital Expenses

Fixed Assets - Infrastructure 83,196,284

Contribution to fund balance 0

Total Expenditures and transfers out
requiring appropriation

Ending Fund Balance

FINAL BUDGET	AMENDED
FY2026	FY2025
289,711	70,478
586,173	202,558
0	0
0	0
0	0
1,610,596	977,703
400,000	72,612
2,596,769	1,252,873
83,196,284	7,247,131
86,082,763	8,570,482
174,450	64,500
357,600	175,334
6,000	1,313
220,000	171,358
6,000	
53,000	
47,000	
67,000	
51,000	3,011
98,000	79,858
12,000	0
30,000	38,490
55,000	9,327
2,400	15,000
1,500	2,683
300	257
106,000	101,872
25,000	10,858
24,000	12,553
12,000	12,000
17,500	9,082
43,500	23,526
18,000	87
2,000	2,271
1,296	6,938
1,500	840
52,547	0
325,500	0
406,562	0
2,216,655	741,157
470,525	318,497
181,800	6,623
17,500	7,074
669,825	332,194
83,196,284	7,247,131
0	250,000
86,082,763	8,570,482
0	0