

MINUTES OF REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
WPR UTILITY DISTRICT (THE “DISTRICT”)
JULY 22, 2025

A regular meeting of the Board of Directors of the WPR Utility District (referred to hereafter as the “Board”) was convened on Tuesday, July 22, 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:

Nic Carlson, CliftonLarsonAllen LLP (“CLA”)

Carley Herrick, Evan Tufts, Suzanne Bennett, Nathan Bell, Matt Musil 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 5:02 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 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 Robinson made a motion to approve the minutes from the June 24, 2025, regular meeting. Trustee Schultz seconded the motion. The motion passed unanimously.

FINANCIAL MATTERS

Payment of Claims:

Mr. Tufts reviewed the claims with the Board. Following review, Trustee Robinson made a motion to approve the claims in the amount of \$29,178.96. Trustee Schultz 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 10:00 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 well A2 pump failure has been repaired and spare parts have been ordered.

LEGAL MATTERS

Public Hearing on the Addition of Propane as a District Service and Adoption of a Resolution Regarding the Same:

The Board opened the public hearing at 5:14 p.m. to consider the addition of propane as a District service. Ms. Herrick reviewed the resolution with the Board. No public comments were received. The Board closed the public hearing at 5:15 p.m.

Following discussion, Trustee Schultz made a motion to adopt Resolution No. 2025-01 Authorizing the District to Provide the Operation of a Propane System Within the Boundaries of the District. Trustee Robinson seconded the motion. The motion passed unanimously.

Propane Service Proposals:

Mr. Bell provided an update for the Board, noting that he is soliciting propane service proposals. Attorney Godfrey noted that the procurement code requires a formal process to be followed and a Request for Proposals be posted with the State of Utah. No action was taken.

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 5:20 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 07-22-2025 (WPR Util)

Final Audit Report

2025-08-25

Created:	2025-08-25
By:	Carley Herrick (carley.herrick@wasatchpeaksranch.com)
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