



Bona Vista Water Improvement District

2020 W 1300 N, Ogden, Utah 84404

Phone (801) 621-0474

Board of Trustees Meeting Minutes

Date: Monday, November 24, 2025

Time: 2:00 p.m.

Location: Bona Vista Water Improvement District Office

Board Members Present:

Mayor Michelle Tait

Mayor Scott Van Leeuwen

Ronald Stratford, Chairman

Staff Members Present:

Matt Fox, General Manager

Kenny Hefflefinger, Assistant Manager

Shauna Gilchrist, Clerk/Admin Manager

Electronic Attendees via Zoom/Telephone:

Mayor John Beesley

Chris Crockett, Legal

Guest Presenter:

n/a

Excused Attendees:

Mayor Ken Phippen, Vice Chairman

1. Call to Order

Chairman Ronald Stratford called the meeting to order at **2:00 p.m.**

2. Discussion and Motion to Set the Public Hearing Date for Adopting the Agenda

Motion: Approve Bona Vista Water District's public hearing for FY 2026 Budget proposed for December 15, 2025, at 6:30 pm to be held at the District office 2020 W 1300 N, Farr West, UT 84404.

Motion: Mayor Tait

Second: Mayor Van Leeuwen

Vote: Unanimous Ayes – Tait, Van Leeuwen, Beesley, Stratford

Result: Motion carried

3. Discussion and Motion on Resolution 05-2025 to Adopt the 2026 Tentative Budget

Motion: Pass Resolution 05-2025 adopting the 2026 Tentative Budget.

Motion: Mayor Van Leeuwen

Second: Mayor Tait

Vote: Ayes – Tait, Van Leeuwen, Beesley, Stratford; Nays – Mayor Beesley

Result: Motion carried

4. Discussion and Motion on Resolution 06-2025 to Accept the Certified Tax Rates from Box Elder County and Weber County

Motion: Approve Resolution 06-2025 accepting the certified tax rates from Box Elder County and Weber County.

Motion: Mayor Tait

Second: Mayor Beesley

Vote: Unanimous Ayes – Tait, Van Leeuwen, Beesley, Stratford

Result: Motion carried

5. Discussion and Motion on Resolution 07-2025 to Appoint the District Clerk as the District's Chief Administrative Officer for Data Privacy

Motion: Approve Resolution 07-2025 appointing the District Clerk, Shauna Gilchrist, as the District's Chief Administrative Officer for Data Privacy.

Motion: Mayor Tait

Second: Mayor Van Leeuwen

Vote: Unanimous Ayes – Tait, Van Leeuwen, Beesley, Stratford

Result: Motion carried

6. Data Privacy Training

The board postponed the data privacy training to the January 2026 board meeting to include the newly elected board members of the Bona Vista Water District.

7. Review of Quarter 2 Financial Statement

The Quarter 2 Financial Statement was reviewed; no concerns were raised.

8. Approve Meeting Minutes from October 27, 2025

Motion: Mayor Tait

Second: Mayor Van Leeuwen

Vote: Unanimous Ayes – Tait, Van Leeuwen, Beesley, Stratford

Result: Motion carried

9. Review and Motion to Approve October 2025 Check Register

Motion: Mayor Beesley

Second: Mayor Van Leeuwen

Vote: Unanimous Ayes – Tait, Van Leeuwen, Beesley, Stratford

Result: Motion carried

10. Update on Hot Springs Tank

- Floors, walls, and half the lid are complete.
 - Scaffolding will remain until December 3, then move to complete the lid.
 - Pump house expected to be completed by the end of 2025.
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11. Water Report

- Water usage: 84% of purchased water from Weber Basin, 77% from Ogden City.
 - Bona Vista is at 98% of its water source.
 - All wells are off; the last was turned off on October 31, 2025.
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12. Staff and Board comments

- **Matt Fox:** Expressed appreciation to all board members; clarified that the chairman serves a two-year term, and Chairman Stratford has one year remaining.
- **Kenny Hefflefinger:** Expressed gratitude for working with the board.
- **Mayor Van Leeuwen:** Clarified decision not to run for future term and expressed appreciation for serving and working with the board.
- **Mayor Beesley:** Praised collaboration with the elected board members; highlighted differences in new administration and appreciation for citizen-focused decisions.

- **Mayor Tait:** Provided update on a 1-acre parcel in Harrisville for a future well; City Manager is aware.
 - **Matt Fox:** Noted city engineers are interested in pursuing the well at that location.
 - **Chris Crockett:** Extended holiday wishes and expressed gratitude for working with the board.
 - **Mayor Beesley:** Asked for clarification on TIF/RDA for Farr West; noted denial by school district and others.
 - **Mayor Tait:** Clarified TIF/RDA not passed; suggested future agenda discussion.
 - **Chris Crockett:** Will review packet before next meeting.
 - **Shauna Gilchrist:** Expressed gratitude and clarified FY 2026 hearing processes.
 - **Chairman Stratford:** Expressed pleasure in working with all mayors on the board.
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13. Adjournment

Motion: Mayor Tait

Second: Mayor Beesley

Vote: Unanimous Ayes – Tait, Van Leeuwen, Beesley, Stratford

Result: Meeting adjourned

Minutes Submitted By:

Shauna Gilchrist

District Clerk / Administrative Manager

Date Submitted: December 8, 2025