



Bona Vista Water Improvement District

2020 W 1300 N, Ogden, Utah 84404

Phone (801) 621-0474

Board of Trustees Meeting Minutes

Date: Monday, December 15, 2025

Time: 6:30 p.m.

Location: Bona Vista Water Improvement District Office

Board Members Present:

Mayor Michelle Tait

Mayor Scott Van Leeuwen

Ronald Stratford, Chairman

Mayor John Beesley

Mayor Ken Phippen, Vice Chairman

Staff Members Present:

Matt Fox, General Manager

Kenny Hefflefinger, Assistant Manager

Shauna Gilchrist, Clerk/Admin Manager

Chris Crockett, Legal

Electronic Attendees via Zoom/Telephone:

n/a

Guest Presenter:

n/a

Excused Attendees:

n/a

Public Attendees:

Greg Baptist

1. Call to Order

Chairman Ronald Stratford called the meeting to order at **6:30 p.m.**

2. Motion to Open the Public Hearing

Motion: Mayor Beesley

Second: Mayor Phippen

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

Result: Motion carried

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

Mayor Beesley asked questions regarding account number 381107, "Transfer from Restricted," listed under the Revenues section of the budget. It was explained that this line item represents the amount necessary to balance the budget so that revenues equal expenditures. The amount may be positive, indicating the anticipated use of prior year earnings, or negative, indicating an expected increase in cash on hand. No physical transfer of funds occurs.

Although Mayor Beesley's inquiry took place earlier in the meeting, the motion on this item was made after motions on agenda items 4, 5, and 6 to follow proper procedural order.

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

Motion: Mayor Beesley

Second: Mayor Tait

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

Result: Motion carried

4. Welcome the Members of the Public Present

Citizen and Farr West Planning Commission member Greg Baptist of Farr West, Utah, was present and provided comments to the Board regarding potential options for increasing future capital and funding.

5. Receive Public Comment on the 2026 Tentative Budget

Greg Baptist referenced his experience as a former Utah municipal employee and suggested that Bona Vista consider increasing rates for commercial water meters, similar to the municipality where he previously worked, rather than increasing residential water rates, in order to help mitigate future utility cost increases for residential citizens. He also noted anticipated future development in Farr West.

Matt explained that impact fee rates are based on drain fixture counts as determined by the Bona Vista Water impact fee study.

Greg stated that his home has the size and demand to qualify for a 1-inch water line/meter but was classified as a ¾-inch residential meter under Bona Vista policy. He noted that allowing eligible homes to upsize to 1-inch meters could increase revenue.

Matt stated that he would discuss these possibilities with the District's engineers and evaluate the current impact fee study.

Greg noted that many citizens are on fixed incomes and stated that his intent was to share suggestions he felt could benefit both residents and the District. He expressed appreciation to the Board for its efforts to keep costs down and stated that he would remain for the remainder of the meeting.

Matt referenced an amount of \$30,000 for the upcoming year's impact fee study, impact fee assessment, and water rate study. It was clarified that meter size is determined based on a 21-drain fixture count and peak day demand for each location. It was also noted that 1-inch residential connections were eliminated in previous administrations, and that installation of

larger meters for residential connections requires Board approval. This policy will be reevaluated in the next study.

6. Motion to Close the Public Hearing and Resume Regular Meeting

Motion: Mayor Phippen

Second: Mayor Van Leeuwen

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

Result: Motion carried

7. Discussion/Action on Farr West Landing Reinvestment Project

Mayor Phippen clarified that the Weber County School District did not approve the project. Subsequently, other entities that had previously approved it also denied the project.

Because the project has materially changed based on the revised scope and participants of the CRA compared to what was originally presented to the Board, a formal motion was made to exit the CRA at this time. The project will be brought back with updated information before the Board considers approval.

Motion: Terminate the Interlocal Agreement of the Reinvestment Project.

Motion: Mayor Tait

Second: Mayor Beesley

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

Result: Motion carried

8. Review, Approve or Deny Brent Bailey's Petition to Annex Real Property into the District

Motion: Approve the petition to annex the following parcels in Weber County, UT, into Bona Vista Water Improvement District: 19-016-0111, 19-016-0046, 19-016-0050, and 19-016-0051.

Motion: Mayor Beesley

Second: Mayor Tait

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

Result: Motion carried

9. Approve Meeting Minutes from November 24, 2025

Motion: Mayor Tait

Second: Mayor Beesley

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

Result: Motion carried

10. Review and Motion to Approve November 2025 Check Register

Motion: Mayor Beesley

Second: Mayor Tait

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

Result: Motion carried

11. Update on Hot Springs Tank

- Half the roof has been poured.
 - Scaffolding will be moved as of the 15th, and rebar installation is planned in the upcoming days.
 - Progress is slower because the scaffolding must support the structure for 21 days during curing and moving it is labor-intensive.
 - The tank is anticipated to be operational by April or May
 - The pump station and Pressure Regulating Valve (PRV) still need to be installed.
 - The project went over budget by approximately \$100,000; however, contractors have helped reduce costs. Stainless steel was used for components, which is less expensive over time and more durable due to rust resistance.
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12. Water Report

Bona Vista is currently using 89% of its purchased water. Usage is expected to reach 95-97% by the end of the year.

13. Staff and Board comments

- **Matt Fox** reported that the fence has been installed at the Hot Springs Tank. He stated that Bona Vista is reviewing potential future well sites and is evaluating the point of diversion with the State.

- **Shauna Gilchrist** expressed her appreciation for the opportunity to work with the Board and wished the members well in their future endeavors.
- **Kenny Hefflefinger** informed the Board that Bona Vista is now fully staffed, noting that the final open position was recently filled. He expressed his gratitude to the Board.
- **Chris Crockett** commented that the Board is leaving the District in excellent condition. He noted that the level of interest and effort demonstrated during the selection of the new administration has placed the District's future in good hands. He also expressed appreciation for the friendships formed and the opportunity to work with the Board.
- **Chairman Stratford** stated that the selection of the District Manager was a thorough and deliberate process. He expressed confidence that the Board made the right decision in selecting **Matt Fox** as District Manager, and other Board members concurred.
- **Mayor Tait** spoke about the Board's strong commitment to the District and the investments made in its future, including policy development and the selection of the new administration. She also acknowledged the previous administrations the Board worked with.
- **Mayor Beesley** stated that it has been an honor and privilege to work with the Board. He agreed with Chris Crockett that the Board is leaving Bona Vista in good standing and noted that previous boards had also contributed positively.
 - **Chairman Stratford** commented that Mayor Beesley frequently asked important and challenging questions or noticed issues others did not, emphasizing the value of his contributions.
 - **Matt Fox** agreed with Chairman Stratford and thanked Mayor Beesley.
 - **Mayor Beesley** stated that his actions were always guided by good intentions for the Board and the citizens of the District.
- **Mayor Van Leeuwen** expressed gratitude for working with the Board and Mayor Beesley's comradery. He shared hopes for increased water resources in the future to benefit the District.
- **Mayor Phippen** echoed the sentiments expressed by other Board members, noting that while his time on the Board was brief, it had been meaningful and valuable.
- **Matt Fox** requested approval for December 26th as a day off and asked whether staff could receive a Christmas bonus.
 - The Board approved both requests, with some members noting that these decisions fell under the manager's authority and were already accounted for in the budget.

14. Adjournment

Motion: Mayor Beesley

Second: Mayor Phippen

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

Result: Meeting adjourned

Minutes Submitted By:

Shauna Gilchrist

District Clerk / Administrative Manager

Date Submitted: December 23, 2025

DRAFT