Bona Vista Water Improvement District

2020 W 1300 N, Ogden, Utah 84404
Phone (801) 621-0474

Board of Trustees Meeting Minutes
Date: Monday, January 26, 2026
Time: 2:00 p.m.
Location: Bona Vista Water Improvement District Office

Board Members Present:
Ronald Stratford, Chairman
Mayor David Bolos, Vice Chair
Mayor Les Syme
Mayor Phil Meyer

Electronic Attendees via Zoom/Telephone:
n/a

Excused Attendees:
Mayor Roger Shuman

Staff Members Present:
Matt Fox, General Manager
Kenny Hefflefinger, Assistant Manager
Shauna Gilchrist, Clerk/Admin Manager
Chris Crockett, Legal
Rob Brinkman, Momentum Group H.R.

Guest Presenter:
Greg Segmiller, District Engineer

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1. Call to Order

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

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2. Administration of Oath of Office for Newly Appointed Board Members

The Oath of Office was administered to Mayors David Bolos, Les Syme, and Phil Meyer by Shauna Gilchrist, Board Clerk.

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3. Introduction to Bona Vista's System

Greg Seegmiller presented maps of district boundaries, wells, tanks, and potential future well and treatment plant sites. He discussed the need to secure additional water shares and sources to meet projected demand.

A brief history of current projects, including the Hot Springs Tank, Harrisville Road, and Railroad Boring projects, was also reviewed.

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4. Discussion of Future Water Needs

The Board discussed anticipated growth within the District and the requirement to secure additional water resources by 2031 to meet projected service demands.

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5. Discussion and Motion on Resolution 01-2026 – Future Annexations and Planning for Acquisition of Additional Water Rights and Sources

Discussion**:**
The Board discussed Resolution 01-2026 in light of the District's current and projected future water demands. The proposed resolution establishes that developers and property owners seeking annexation must provide sufficient incremental water supply to meet additional system demands so as not to deplete existing water supplies or impair current or future service obligations.

The resolution further provides that the District will pursue a diversified strategy to protect and expand its long-term water supply. This strategy includes acquisition of water rights or contractual water interests, development of new wells, conservation programs, treatment facilities, storage, transmission, pumping facilities, and other system infrastructure improvements. Implementation of this strategy will begin with annexation requirements.

Water rights, contract water, or canal shares offered to satisfy annexation or development requirements will be accepted in the following order of preference:

1. Groundwater rights capable of serving the District system, subject to approval by the Utah Division of Water Rights through a change application.
2. Contract water from Weber Basin Water Conservancy District, with the developer responsible for initiating the contract and paying any option fees necessary to secure the lowest operating rate.
3. Canal company shares from irrigation companies operating within the District service area, including Western Irrigation Company or Plain City Irrigation Company, subject to verification of quantity and deliverability.

The Board further directed staff to begin updating the District's Impact Fee Facilities Plan and Impact Fee Analysis to incorporate future water rights acquisition, treatment facilities, storage, transmission mains, pumping facilities, and other growth-related improvements into the District's long-range planning.

Motion: To Approve Resolution 01-2026 Future Annexations Establishing Water Supply Requirements for Future Annexations and Directing System Planning for Future Acquisition of Additional Water Rights and Sources.

Motion: Mayor Meyer
Second: Mayor Bolos
Vote: Unanimous Ayes – Bolos, Meyer, Syme, Stratford
Result: Motion carried

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6. Discussion and Motion on Resolution 02-2026 to Annex Parcels 19-016-0111, 19-016-0046, 19-016-0050, 19-016-0051 into the District

Discussion: Annexing land owned by Brent Bailey into the District for EK Bailey's future headquarters.

Motion: To Approve Resolution 02-2026 to Annex Parcels, 19-016-0111, 19-016-0046, 19-016-0050, 19-016-0051 into Bona Vista Water District.

Motion: Mayor Syme
Second: Mayor Meyer
Vote: Unanimous Ayes – Bolos, Meyer, Syme, Stratford
Result: Motion carried

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7. Discussion of Future Training

The Board discussed the requirement that all board members complete Open and Public Meetings training for the State of Utah for each board on which they serve, due to differing fiduciary responsibilities associated with each entity.

Board members indicated they would complete the required state training independently through the state website. A portion of training covering the Open and Public Meetings Act and the District's Procurement Policy will be tentatively scheduled for the March board meeting, when all members are expected to be present.

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8. Discussion and Motion to Approve Resolution 03-2026 – Adoption of the 2026 Board Meeting Schedule (Agenda Modification – Item Added During Meeting)

An item regarding adoption of the 2026 Board Meeting Schedule was added to the agenda during the meeting. The Board discussed Resolution 03-2026 to adopt the Bona Vista Water Improvement District's 2026 Board Meeting Schedule.

Motion: To Approve Resolution 03-2026 to Adopt the Bona Vista Water Improvement District's 2026 Board Meeting Schedule.

Motion: Mayor Bolos
Second: Mayor Meyer
Vote: Unanimous Ayes – Bolos, Meyer, Syme, Stratford
Result: Motion carried

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9. Discussion and Motion to Award Contract to Marriott Construction for the Harrisville Rd Railroad Crossing Project

Discussion: The Board discussed awarding the bid for the Harrisville Road Railroad Boring Project to Marriott Construction, who is partnering with Nix Construction to complete the project, including the required boring work. The submitted bid amount was $837,000. The engineer's estimate for the project was approximately $1.4 million.

Motion: To Award the contract to Marriott Construction for the Harrisville Rd Railroad Crossing Project

Motion: Mayor Meyer
Second: Mayor Syme
Vote: Unanimous Ayes – Bolos, Meyer, Syme, Stratford
Result: Motion carried

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10. Acceptance of Meeting Minutes – December 15, 2025

Chris Crockett attested that the December 15, 2025 meeting minutes were accurate.

Due to four current Board members not being present at the December 15, 2025 meeting, the Board chose to accept the minutes rather than formally approve them.

Motion: To accept the minutes for December 15, 2025, board meeting.

Motion: Mayor Bolos
Second: Mayor Meyer
Vote: Unanimous Ayes – Bolos, Meyer, Syme, Stratford
Result: Motion carried

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11. Motion to Approve December 2025 Check Register

The Board reviewed the December 2025 check register. It was noted that the larger payments were for ongoing District projects, including the Hot Springs Tank construction and Harrisville Road Project phases, as well as payments to cities for utilities collected by the District.

The check to Rush Trucking was voided and reissued for a different amount due to an adjustment in their invoice for the engine replacement of a District heavy equipment. The SCADA Monitoring System payment was noted as the annual subscription fee. Additional vendors and the goods or services provided were also reviewed.

Motion: To approve December 2025 Check Register

Motion: Mayor Syme
Second: Mayor Bolos
Vote: Unanimous Ayes – Bolos, Meyer, Syme, Stratford
Result: Motion carried

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12. Water Report

Matt reviewed the December 2025 water report with the Board. He noted a 0.5% overage in water usage for the month, which was sourced from Ogden City. To prevent future overages, the District has adjusted its meter reading schedule to approximately the 28th of each month to better align with Ogden City's readings on the last day of the month. Since this was the first occurrence of an overage, Ogden City did not assess additional fees. Matt noted that additional fees may be imposed if overages occur in the future.

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13. Discussion and Motion to Select a Vice Chair (Agenda Modification – Item Added During Meeting)

The Board discussed the current vacancy for Vice Chair following the departure of the previous board member. It was noted that the Chair and Vice Chair positions traditionally serve two-year consecutive terms. The current Chair has completed one year of their term and has one year remaining.

It was determined that the newly selected Vice Chair will serve a one-year term before being promoted to Chair, at which time another Board member will be selected as Vice Chair. The Vice Chair will be added to the District's bank accounts and serve as a signer of checks.

Mayor Bolos volunteered to be the Vice Chair. The other board members agreed.

Motion: To confirm Mayor Bolos as the Vice Chair of Bona Vista Water Improvement District.

Motion: Mayor Syme
Second: Mayor Meyer
Vote: Unanimous Ayes – Bolos, Meyer, Syme Stratford
Result: Motion carried

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14. Staff and Board Comments

- **Kenny Hefflefinger:** Welcomed the new Board members and expressed his enthusiasm for working with them on future District projects.
- **Rob Brinkman:** No comments.
    - **Shauna Gilchrist:** Clarified that Rob was present to assist the new Board members with onboarding and reminded all Board members to submit their Conflict of Interest forms.
- **Chris Crockett:** Expressed his enjoyment in working with the Bona Vista Board and welcomed the new members.
- **Matt Fox:** Expressed excitement in working with the Board and noted the number of projects ahead. He shared his commitment to completing them efficiently, noting he has served as General Manager for a year and a half and has been with Bona Vista for 23 years.
    - **Chairman Stratford:** Commented that Matt has done a great job as the District Manager.
- **Mayor Meyer:** Expressed excitement for the future and working with the Board.
- **Mayor Syme:** Expressed pleasure in serving on the Board and excitement to work with fellow members. Thanked District staff for addressing past work and emergencies in his neighborhood.
- **Mayor Bolos:** Expressed enthusiasm for joining the Board and working with fellow members, acknowledging the significant contributions of previous board members.
- **Chairman Stratford:** Congratulated all Board members on their service and expressed excitement about working with them in the future.

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15. Adjournment

Motion: Mayor Syme
Second: Mayor Bolos
Vote: Unanimous Ayes – Bolos, Meyer, Syme, Stratford
Result: Meeting adjourned

Minutes Submitted By:

Shauna Gilchrist
District Clerk / Administrative Manager

Date Submitted: February 20, 2026