



Bona Vista Water Improvement District

2020 W 1300 N, Farr West, Utah 84404

Phone (801) 621-0474

**Agenda for Board of Directors Meeting
Scheduled for Monday, March 30, 2026
To be held at the District's Office at 2:00 p.m.**

1. Call Meeting to Order – *Chairman Stratford.*
2. Discussion and Motion on Pleasant Plains Ranch – *Matt Fox*
3. Review, Approve or Deny Jed McCormick's Petition to Annex Real Property into the District Heavenly Roads Subdivision - *Matt Fox*
4. Open and Public Meetings Training – *Chris Crockett*
5. Discussion on Signing for Bank Accounts – *Matt Fox*
6. Approve Meeting Minutes from February 23, 2026 – *Chairman Stratford.*
7. Review and Motion to Approve February 2026 Check Register – *Shauna Gilchrist*
8. Water Shares Update – *Matt Fox*
9. Project Updates – *Matt Fox*
10. Water Report– *Matt Fox*
11. Enter a Closed Meeting to Discuss Lease of Real Property
12. Motion to Open Meeting
13. Enter a Closed Meeting to Discuss the Competency and Character of an Individual
14. Motion to Open Meeting
15. Staff and Board Comments.
16. Adjournment

Join Zoom Meeting

<https://us02web.zoom.us/j/8500694452?omn=81790287864>

Meeting ID: 850 069 4452



Bona Vista Water Improvement District

2020 West 1300 North, Farr West, Utah 84404
Phone (801) 621-0474

PETITION TO ANNEX LAND INTO BONA VISTA WATER DISTRICT

I, Jed McCormick the owner of the private real property within the area to be annexed hereby petition to have the hereinafter described real property annexed into the Bona Vista Water Improvement District.

The area proposed to be annexed is all of Serial Number 17-064-0022 17-064-0027, Weber County, Utah. A "Surveyor's Certificate" is required.

Attached as part of this petition is a description and a map of the boundaries of the area proposed to be annexed.

Date: 3/16/, 2026.



Jed McCormick
Owner Signature

Subscribed and sworn to before me on this 16 day of March, 2026.

[Signature]

Notary Public

Contact Sponsor Raynee M Parker
Address 116 S 3600 W
Ogden, UT 84404
Phone Number 801 388 9469

*** Annexation Fee is due and payable within 30 days of the final adoption by the Board of Directors and prior to sending the documents to the Lieutenant Governor's Office. ***

Board of Directors

- Ronald Stratford – Chairman – Unincorporated Weber County
- Ken Phippen – Vice Chairman – Farr West
- Scott Van Leeuwen – Marriott-Slaterville
- Michelle Tait – Harrisville
- Jon Beesley – Plain City

Management

- Matt Fox, Manager
- Kenny Hefflefinger, Assistant Manager
- Shauna Gilchrist, Administrative Manager



Bona Vista Water Improvement District

2020 W 1300 N, Ogden, Utah 84404

Phone (801) 621-0474

Board of Trustees Meeting Minutes

Date: Monday, February 23, 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

Staff Members Present:

Matt Fox, General Manager
Kenny Hefflefinger, Assistant Manager
Shauna Gilchrist, Clerk/Admin Manager

Electronic Attendees via Zoom/Telephone:

n/a

Guest Presenter:

n/a

Excused Attendees:

Mayor Roger Shuman
Chris Crockett, Legal

1. Call to Order

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

2. Discussion and Motion to Award Contract to Saunders Excavation, LLC for the Harrisville Rd Waterline Project Phase 3

Matt Fox presented details regarding the Harrisville Road Waterline Project Phase 3. The engineer's estimate for the project was approximately \$1.2 million; however, the lowest responsive bid received was \$792,000 from Saunders Excavation, LLC.

Board members discussed the significant difference between the estimate and submitted bids, as well as the unusually high number of bidders. Staff explained that the lower bids were likely due to seasonal conditions and a current slowdown in available construction projects, leading contractors to bid more competitively.

The Board expressed satisfaction with the cost savings and confirmed that the bid met project specifications.

Motion: Mayor Meyer

Second: Mayor Syme

Vote: Unanimous Ayes – Bolos, Meyer, Syme, Stratford

Result: Motion carried

3. Discussion and Motion of Bona Vista Water Payment Portal changes

Shauna Gilchrist presented a detailed overview of the District's current payment processing system and proposed improvements.

The District currently uses Invoice Cloud; however, the system lacks full accounts receivable functionality, specifically the ability to generate statements. While invoices can be created, statements for customer accounts cannot, creating inefficiencies in billing operations.

Shauna explained that the District's existing billing software, Caselle, offers an integrated payment portal add-on that would provide a more comprehensive solution. Key advantages include:

- Full accounts receivable functionality, including statement generation
- Streamlined and more efficient bank reconciliation processes
- Estimated cost savings of approximately \$2,500 to \$5,000 per month
- Comparable customer processing fees to the current system
- Ability to post district communications such as letters, PDFs, and news updates

Customer-facing improvements include:

- Secure individual user logins with unique stored payment information
- Access to account history and real-time transaction updates
- Flexible autopay date selection (instead of end-of-month only)
- Removal of the \$500 transaction cap
- Ability to pay hydrant meter charges online
- Paperless billing options at no cost to the District

Implementation details:

- One-time setup fee: \$1,200
- No long-term contract required
- Current Invoice Cloud contract expires July 22, 2026
- Transition will occur prior to expiration to allow time for testing and troubleshooting

Motion: Mayor Bolos

Second: Mayor Meyer

Vote: Unanimous Ayes – Bolos, Meyer, Syme, Stratford

Result: Motion carried

4. Discussion and Action on Resolution 04-2026 Authorizing Individuals to Transact Business with America First Credit Union

The Board reviewed Resolution 04-2026 authorizing designated individuals to conduct financial transactions on behalf of the District with America First Credit Union.

Motion: Mayor Syme

Second: Mayor Meyer

Vote: Unanimous Ayes – Bolos, Meyer, Syme, Stratford

Result: Motion carried

5. Discussion and Motion on Resolution 05 -2026 Authorizing Individuals to Transact Business with Goldenwest Credit Union

The Board reviewed Resolution 05-2026 authorizing designated individuals to transact business with Goldenwest Credit Union.

Motion: Mayor Meyer

Second: Mayor Syme

Vote: Unanimous Ayes – Bolos, Meyer, Syme, Stratford

Result: Motion carried

6. Discussion and Motion on Resolution 06-2026 to Authorizing Individuals to Transact Business with Bank of Utah

The Board reviewed Resolution 06-2026 authorizing designated individuals to transact business with Bank of Utah.

Motion: Mayor Syme

Second: Mayor Meyer

Vote: Unanimous Ayes – Bolos, Meyer, Syme, Stratford

Result: Motion carried

7. Approve Meeting Minutes from January 26, 2026

Shauna Gilchrist reported minor corrections were needed in the January meeting minutes, including:

- Adjustments to names listed in unanimous votes for Agenda Item 13

- Correction to the name of the individual who seconded the motion for adjournment in Item 15

Motion to approve amended minutes:

Motion: Mayor Bolos

Second: Mayor Syme

Vote: Unanimous Ayes – Bolos, Meyer, Syme, Stratford

Result: Motion carried

8. Review and Motion to Approve January 2026 Check Register

Shauna Gilchrist presented the January check register. She noted that while most expenditure was on routine operational purchases, several larger payments included:

- Annual water shares purchases from Weber Basin and Ogden City
- Payments to contractors for ongoing infrastructure projects, including waterline replacement and system upsizing

Additional discussion included:

- Continued annual increases in Weber Basin water costs
- An upcoming meeting with Weber Basin regarding water allocation policies and potential legislative changes
- Clarification from Matt Fox that engineering firms are not retained on a fixed contract, but bill based on time and services performed per project

Motion: Mayor Syme

Second: Mayor Meyer

Vote: Unanimous Ayes – Bolos, Meyer, Syme, Stratford

Result: Motion carried

9. Water Report

The Board discussed current water supply conditions and future concerns.

Key points included:

- Communication from Weber Basin indicating a potential shift in prioritization toward residential and municipal users

- Possible reduction or limitation of water allocations for large-scale developments and industrial users

Board discussion highlighted:

- Uncertainty regarding how “scaling back” will be implemented
- Potential impacts on city planning and development approvals
- Conflicts between water availability and state-driven affordable housing initiatives
- Possible downstream effects on transportation funding tied to development participation

Development pressures were discussed in detail:

- Approximately 20,000 new homes proposed in western portion of Weber County
- Increased housing density from historically 1 home per acre to 5–6 homes per acre
- Additional projected growth:
 - 14,000 homes in West Warren
 - 4,000–5,000 homes in West Haven
 - Approximately 3,500 homes in the Plain City area over the next 10 years

Other updates:

- A 195-unit high-density development on West 12th Street will be removed from Bona Vista’s service area and annexed into Taylor West Weber due to service boundaries
- Sewer infrastructure is currently being installed, and interagency coordination is ongoing

Water usage report for January:

- Weber Basin: 5.1% utilized
- Ogden City: 11.4% utilized (usage reduced intentionally)
- Spring source: 2.5% utilized

Spring usage duration will depend on turbidity levels and seasonal runoff, though low runoff may allow extended use.

10. Water Shares Update

Matt Fox provided an update on efforts to secure additional water resources.

- Discussions are ongoing with North Ogden Irrigation and Western Irrigation regarding potential acquisition of unused water rights dating back to the 1930s
- The District is exploring new well sites near North Ogden and above the Hot Springs Tank

Challenges include:

- Formal protests filed by Pleasant View and North Ogden regarding proposed well developments
- Proximity concerns:
 - Hot Springs well site is approximately 10,000 feet from existing sources
 - North Ogden site is approximately 4,700 feet from existing wells

Additional considerations:

- Water quality is expected to be higher near mountain recharge areas
- Final well capacity cannot be determined until development occurs
- Potential costs for water rights acquisition remain unknown and may require future budget amendments
- Issues may ultimately require review by the State Engineer

New state-imposed fee:

- \$.015 per 1,000 gallons of water sold
- Estimated annual cost: approximately \$20,000
- Funds will support rural and underfunded water systems statewide
- Cost will be passed on to customers

11. Staff and Board Comments

Matt Fox, General Manager, expressed appreciation to the Board members for their attendance, participation, and continued support of District operations.

Kenny Hefflefinger, Assistant Manager, echoed Mr. Fox's sentiments and thanked the Board for their time and involvement.

Mayor Les Syme thanked staff for the detailed information provided during the meeting and noted that the updates are extremely helpful to the cities represented. He also expressed appreciation for the District's ongoing diligence in identifying and securing additional water resources.

Mayor David Bolos, Vice Chair, shared that there are several developments being proposed within his city and expressed interest in the outcome of the upcoming Weber Basin meeting. He emphasized the importance of understanding how future water allocations may impact growth.

Matt Fox responded by inviting Mayor Bolos to attend the Weber Basin meeting and stated that he would keep the Board informed of any developments, noting that decisions made will affect all cities within the District.

Matt Fox further noted that Weber Basin reduced the District's water shares by approximately 10 percent in 2022.

Chairman Ronald Stratford inquired about the District's rate structure in relation to drought conditions.

Matt Fox explained that Bona Vista has an established drought rate structure that is implemented when the state reaches a D2 (severe drought) classification.

Mayor David Bolos asked about the existence of a long-term (50-year) water plan at the state level.

Matt Fox responded that he is not aware of a clearly defined long-term plan currently in place. He further explained that under current regulations, water cannot be diverted from rivers unless an equivalent amount is returned, at least until the Great Salt Lake reaches a specified elevation. He noted that this requirement highlights the importance of water treatment and reuse systems, as treated wastewater is returned to river systems and can be reused downstream.

No additional comments were made by staff or Board members.

12. Adjournment

Motion: Mayor Meyer

Second: Mayor Syme

Vote: Unanimous Ayes – Bolos, Meyer, Syme, Stratford

Result: Meeting adjourned

Draft Minutes Submitted By:

Shauna Gilchrist

District Clerk / Administrative Manager

Date Submitted: March 27, 2026

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Amount
02/26	02/02/2026	16063	1360	CAL RANCH STORE	69.99
02/26	02/02/2026	16064	1961	Granite Construction Company	2,534.00
02/26	02/02/2026	16065	3265	MOUNTAINLAND SUPPLY COMPANY	2,159.11
02/26	02/02/2026	16066	8373	Power Electric Products Co	158.00
02/26	02/02/2026	16067	6317	UniFirst Corporation	233.44
02/26	02/05/2026	16068	1005	Aflac	197.08
02/26	02/05/2026	16069	4585	Blue Stakes of Utah 811	811.57
02/26	02/05/2026	16070	6085	INTERMOUNTAIN WORK MED	30.00
02/26	02/05/2026	16071	6114	JUB ENGINEERS, INC.	20,518.44
02/26	02/05/2026	16072	8224	Les Olson IT	223.78
02/26	02/05/2026	16073	2961	Marriott - Satterthwaite Rock Products	193.55
02/26	02/05/2026	16074	8234	McINTOSH COMMUNICATIONS, LLC	5,110.67
02/26	02/05/2026	16075	6356	MOMENTUM EMPLOYER GROUP	1,700.00
02/26	02/05/2026	16076	6277	SJE INC.	630.00
02/26	02/05/2026	16077	4642	Fleet Operations - Fuel Network	1,715.51
02/26	02/05/2026	16078	6355	SWAV LLC	380.00
02/26	02/05/2026	16079	6317	UniFirst Corporation	233.44
02/26	02/05/2026	16080	6334	U.S. Bank Equipment Finance	175.59
02/26	02/05/2026	16081	6119	The Station at Pleasant View	12.57
02/26	02/05/2026	16082	6119	SHAUNA BEARDON	124.40
02/26	02/05/2026	16083	6119	Nilson Homes	11.07
02/26	02/05/2026	16084	6119	DAN SILER	2.66
02/26	02/05/2026	16085	6119	FRANK JAMESON	6.28
02/26	02/05/2026	16086	6119	CENTURY TRAILER PARK	1,178.59
02/26	02/05/2026	16087	6119	WILMA PACKER	74.74
02/26	02/05/2026	16088	6119	WAQAS ARIF	13.64
02/26	02/05/2026	16089	6119	JOSH CHRISTENSEN	35.92
02/26	02/05/2026	16090	6119	DAVID & JULIE BEARD	28.37
02/26	02/05/2026	16091	6119	TYLER RANKIN	10.00
02/26	02/05/2026	16092	6119	MAC BUILDERS	73.49
02/26	02/05/2026	16093	6119	WESTSIDE INVESTMENTS	14.00
02/26	02/05/2026	16094	6119	HP UTAH 1 LLC	80.09
02/26	02/05/2026	16095	6119	SIRQ CONSTRUCTION	126.41
02/26	02/05/2026	16096	5441	Weber Basin Water Quality	720.00
02/26	02/13/2026	16097	1126	AWP, INC	80.00
02/26	02/13/2026	16098	1440	Central Weber Sewer Improvement District	22,102.29
02/26	02/13/2026	16099	6260	CORE & MAIN	52.40
02/26	02/13/2026	16100	1855	Farr West City	204,244.02
02/26	02/13/2026	16101	1922	Freedom Mailing Services	2,774.40
02/26	02/13/2026	16102	2080	Harrisville City	169,847.25
02/26	02/13/2026	16103	6329	Magna5 MS LLC	1,184.45
02/26	02/13/2026	16104	6268	MARRIOTT-SLATERVILLE CITY	54,505.51
02/26	02/13/2026	16105	3265	MOUNTAINLAND SUPPLY COMPANY	473.90
02/26	02/13/2026	16106	4200	Plain City	174,379.14
02/26	02/13/2026	16107	4499	Shred-It / Stericycle, Inc.	95.71
02/26	02/13/2026	16108	6317	UniFirst Corporation	253.50
02/26	02/13/2026	16109	6174	Young Automotive Group	48,921.00
02/26	02/17/2026	16110	5640	CHILD RICHARDS CPAS & ADVISORS	1,385.00
02/26	02/18/2026	16111	2960	MARRIOTT CONSTRUCTION	.00 V
02/26	02/18/2026	16112	6361	BOWEN CONSTRUCTION	166,250.00
02/26	02/18/2026	16113	6260	CORE & MAIN	13,069.87
02/26	02/18/2026	16114	2960	MARRIOTT CONSTRUCTION	396,591.99
02/26	02/18/2026	16115	3782	Ogden Litho Inc.	326.82
02/26	02/18/2026	16116	4358	Robinson Waste Services	91.41
02/26	02/18/2026	16117	6350	Shauna Gilchrist	97.57
02/26	02/18/2026	16118	6317	UniFirst Corporation	253.50
02/26	02/18/2026	16119	6119	PEGGY RICHARDS	520.30

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Amount
02/26	02/23/2026	16120	1126	AWP, INC	452.82
02/26	02/23/2026	16121	1360	CAL RANCH STORE	57.97
02/26	02/23/2026	16122	6353	CLEAR BILLING SOLUTIONS	90.07
02/26	02/23/2026	16123	2961	Marriott - Satterthwaite Rock Products	619.63
02/26	02/23/2026	16124	6268	MARRIOTT-SLATERVILLE CITY	100.00
02/26	02/23/2026	16125	3265	MOUNTAINLAND SUPPLY COMPANY	1,702.60
02/26	02/23/2026	16126	4041	Public Employees Health Program	486.50
02/26	02/23/2026	16127	4041	Public Employees Health Program	19,611.39
02/26	02/23/2026	16128	6278	Rockwell Supply, Inc.	44,887.00
02/26	02/23/2026	16129	4400	Rural Water Association of Utah	195.00
02/26	02/23/2026	16130	6317	UniFirst Corporation	242.15
02/26	02/10/2026	25122605	6357	INVOICE CLOUD	5,995.90 M
02/26	02/25/2026	25122607	6256	Enbridge Gas	114.17 M
02/26	02/16/2026	25122609	5080	Rocky Mountain Power	3,092.03 M
02/26	02/24/2026	25122610	2225	HOME DEPOT CRC	155.65 M
02/26	02/17/2026	25122612	1056	Bank of Utah / Cardmember Service	1,722.42 M
02/26	02/17/2026	25122613	1056	Bank of Utah / Cardmember Service	468.33 M
02/26	02/01/2026	26020101	6169	Comcast	515.32 M
Grand Totals:					<u><u>1,377,595.38</u></u>



WATER USE REPORT

Summary of February 2026				
	2023	2024	2025	2026
Weber Basin	189	210	215	187
Ogden City	158	140	158	145
Farr West Well	0	0	0	12
North Ogden	0	0	13	13
Total AF:	347	350	386	357

Weber Basin Water Conservancy District								
	3180 A.F.		3786 A.F.		3786 A.F.		3786 A.F.	
MONTH	2023		2024		2025		2026	
	A.F.	GALLONS	A.F.	GALLONS	A.F.	GALLONS	A.F.	GALLONS
January	237	77,070,000	208	67,645,000	208	67,614,083	194	63,093,000
February	189	61,739,000	210	68,481,000	215	70,175,271	187	60,910,000
March	202	65,660,000	252	81,977,000	189	61,585,839		
April	213	69,432,000	192	62,616,000	214	69,732,114		
May	269	87,562,000	214	69,722,000	344	112,007,000		
June	390	127,099,000	314	102,224,000	378	123,220,556		
July	410	133,664,000	425	138,470,000	400	130,340,400		
August	498	162,435,000	384	125,013,000	447	145,509,000		
September	395	128,808,000	388	126,551,000	463	150,833,169		
October	297	96,710,000	320	104,164,000	329	107,179,000		
November	200	65,330,000	224	73,143,000	188	60,997,000		
December	237	77,110,000	229	745,130,000	185	60,135,802		
TOTAL	3537	1,152,619,000	3359	1,765,136,000	3559	1,159,329,234	381	124,003,000
% of Contracted Water Used:	93.4%		88.7%		94.0%		10.1%	

Ogden City								
	1451 A.F.		1451 A.F.		1451 A.F.		1451 A.F.	
MONTH	2023		2024		2025		2026	
	A.F.	GALLONS	A.F.	GALLONS	A.F.	GALLONS	A.F.	GALLONS
January	131	42,729,390	126	41,259,000	153	49,855,203	165	53,544,406
February	158	51,526,800	140	45,559,000	158	51,484,458	146	47,248,395
March	118	38,339,000	135	43,909,000	49	15,966,699	0	
April	109	35,388,330	158	51,428,000	105	34,214,355	0	
May	61	19,929,670	183	59,614,000	140	45,471,800	0	
June	103	33,435,000	114	37,300,000	124	40,395,748	0	
July	70	22,854,000	134	23,623,000	142	46,270,842	0	
August	60	19,546,000	46	15,049,000	85	36,528,236	0	
September	82	26,677,000	53	17,312,000	72	23,461,272	0	
October	90	29,384,000	88	28,829,000	87	28,085,453	0	
November	79	25,615,000	154	50,128,000	180	58,653,180	0	
December	99	32,273,000	88	28,638,000	166	53,960,535	0	
TOTAL	1159	377,697,190	1419	442,648,000	1457	474,744,050	311	100,792,801
% of Contracted Water Used:	80.0%		97.9%		100.5%		21.4%	

Farr West Well									
		1291 A.F.		1291 A.F.		1291 A.F.		1291 A.F.	
MONTH	2023	GALLONS	2024	GALLONS	2025		2026		
	A.F.		A.F.		A.F.	GALLONS	A.F.	GALLONS	
January	0	0	0	0	0	0	0	0	
February	0	0	0	0	0	0	12	368,347.00	
March	0	0	0	0	89	29,000,739			
April	0	0	126	41,033,114	82	26,719,782			
May	0	0	98	32,056,738	36	11,634,615			
June	0	0	100	32,460,933	85	27,788,573			
July	0	0	99	32,275,713	127	41,383,077			
August	0	0	87	28,266,948	95	30,732,098			
September	0	0	44	14,260,302	0	0			
October	0	0	0	0	0	0			
November	0	0	0	0	0	0			
December	0	0	0	9,280	0	0			
TOTAL	0	0	553	180,363,028	514	167,258,884	12	0	
% of Contracted Water Used:	0.0%		42.9%		39.8%		0.9%		

North Ogden Spring									
		241 A.F.		241 A.F.		241 A.F.		241 A.F.	
MONTH	2023	GALLONS	2024	GALLONS	2025		2026		
	A.F.		A.F.		A.F.	GALLONS	A.F.	GALLONS	
January	0	0	17	5,540,000	16	5,213,616	6	1,771,000	
February	0	0	0	0	2	651,702	13	4,217,000	
March	13	4,180,000	0	0	0	0			
April	0	0	0	0	5	1,629,255			
May	5	1,584,000	24	7,823,000	32	10,427,232			
June	39	12,634,000	32	10,481,000	18	5,767,563			
July	22	7,263,000	27	8,670,000	15	4,887,765			
August	21	6,742,000	22	7,214,000	15	4,887,765			
September	19	6,182,000	16	5,286,000	12	3,761,000			
October	15	4,986,000	16	5,190,000	18	5,660,000			
November	18	5,946,000	16	5,280,000	11	3,584,361			
December	9	2,776,000	11	3,274,000	10	3,145,000			
TOTAL	160	52,293,000	181	58,758,000	154	49,615,259	19		
% of Contracted Water Used:	66.5%		75.0%		63.8%		7.9%		

Year-to-Date Summary in Acre Feet	
Available:	6770
Used:	723
Remaining:	89%