

# WASATCH PEAKS RANCH UTILITY DISTRICT

4175 N Morgan Valley Drive  
Morgan, UT 84050

## NOTICE OF REGULAR MEETING AND AGENDA

**DATE:** Tuesday, October 31, 2023

**TIME:** 5:30 p.m.

**LOCATION:** 36 S. State Street  
Suite 500  
Salt Lake City, UT 84111

You can also attend the meeting in the following ways:

**ACCESS:**

1. Online Microsoft Teams Meeting via link below:  
[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_OTgzYTdjNGQtZWUwYi00NTkzLTgwNDAtNDcwOTdhM2VINmRm%40thread.v2/0?context=%7b%22Tid%22%3a%224aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22Oid%22%3a%225b9f6fa2-e9dd-42cc-bfd8-f7dd2ed196a6%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_OTgzYTdjNGQtZWUwYi00NTkzLTgwNDAtNDcwOTdhM2VINmRm%40thread.v2/0?context=%7b%22Tid%22%3a%224aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22Oid%22%3a%225b9f6fa2-e9dd-42cc-bfd8-f7dd2ed196a6%22%7d)

2. To join via telephone, dial 720-547-5281 and enter the following information:

Conference ID: 983 410 666#

**BOARD OF TRUSTEES**

Gary Derck  
Vance Bostock  
Ed Schultz

PUBLIC NOTICE is hereby given that the Board of Trustees (the “Board”), of WPR Utility District (the “District”), will hold a meeting of the Board on Tuesday, October 31, 2023, commencing at 5:30 p.m., at 36 S. State Street Suite 500, Salt Lake City, UT 84111 and via Microsoft Teams, at which time the Board shall proceed according to the following agenda:

**I. ADMINISTRATIVE MATTERS**

- A. Call to order and approval of agenda.
- B. Confirm quorum, location of meeting and posting of meeting notices.

C. Public comment.

Members of the public may express their views to the Board on matters that affect the District that are otherwise not on the agenda. Comments will be limited to three (3) minutes per person.

D. Review and consider approval of minutes from August 22, 2023 regular meeting, August 22, 2023 Truth in Taxation meeting and August 31, 2023 special meeting (enclosure).

**II. FINANCIAL MATTERS**

A. Review and consider approval and ratification of claims in the amount of \$15,908.32 (enclosure).

**III. OPERATIONAL MATTERS**

A. Discuss residential sewer and water inspections.

B. Discuss Will-Serve Letters and addressed entities.

**IV. MANAGER MATTERS**

A. Discuss utilization of website.

**V. LEGAL MATTERS**

**VI. TRUSTEES' MATTERS**

**VII. OTHER BUSINESS**

**VIII. ADJOURNMENT**

**[This notice to be posted at the District office, published on the Utah Public Notice Website at least 24 hours prior to the meeting.]**

*Mitchell Lee*

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District Clerk

## RECORD OF PROCEEDINGS

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MINUTES OF A REGULAR MEETING OF  
THE BOARD OF TRUSTEES OF THE  
WASATCH PEAKS RANCH UTILITY DISTRICT (THE “DISTRICT”)  
HELD  
AUGUST 22, 2023

A regular meeting of the Board of Trustees of the Wasatch Peaks Ranch Utility District (referred to hereafter as the “Board”) was convened on Tuesday, August 22, 2023, at 5:30 p.m., at Bar W Lodge, 4175 N. Morgan Valley Drive, Morgan, Utah 84050. This District Board meeting was also held via Microsoft Teams. The meeting was open to the public.

### ATTENDANCE

Trustees In Attendance Were:

Vance Bostock, Chair (via Microsoft Teams)  
Ed Schultz, Vice Chair  
Gary Derck, Secretary

Also, In Attendance Were:

Josh Miller and Shelby Clymer, CliftonLarsonAllen LLP (“CLA”) (via Microsoft Teams)  
Mitchell Lee, District Clerk  
D. Brent Rose, Clyde Snow & Sessions, P.C.  
Jenny Robinson and Nate Bell, WPR Development Company

### ADMINISTRATIVE MATTERS

**Call to Order and Agenda:** The meeting was called to order at 5:37 p.m. by Trustee Bostock.

**Quorum, Location of Meeting, and Posting of Meeting Notice:** The Board confirmed a quorum, the location of the meeting and the posting of the meeting notice.

The Board entered into a discussion regarding the location of the District's Board meeting. It was determined to conduct the meeting at the above-stated date, time and location, which is within 20 miles of the District. It was further noted that notice of the time, date and location was duly posted and that no objections to the location or any requests that the meeting place be changed by taxpaying electors within the District's boundaries have been received. This meeting was conducted via Microsoft Teams and encouraged public participation via Microsoft Teams. The Board further noted that notice providing the time, date and video link information was duly posted and that no objections, or any requests that the means of hosting the meeting be changed by taxpaying electors within the District's boundaries.

**Public Comment:** The Chair noted that there was no one from the public in attendance or participating electronically.

## RECORD OF PROCEEDINGS

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**2024 Board Meeting Schedule:** Following discussion, Trustee Derck made a motion to hold Board meetings on the third Tuesday of each month at 5:30 p.m. in 2024. Trustee Schultz seconded the motion. The motion passed unanimously. It was noted that the determined schedule will be noticed on the District's website and submitted to the District's newspaper for publication.

### FINANCIAL MATTERS

**Unaudited Financial Statements as of June 30, 2023:** Ms. Clymer reviewed the unaudited financial statements as of June 30, 2023 with the Board. Following review, Trustee Derck made a motion to accept the Unaudited Financial Statements as of June 30, 2023, as presented. Trustee Schultz seconded the motion. The motion passed unanimously.

**Claims:** Ms. Clymer reviewed the claims with the Board. Attorney Rose noted that statute requires the Board to approve claims on a quarterly basis. Following review and discussion, Trustee Derck made a motion to approve and ratify the claims in the amount of \$25,507.15, as presented. Trustee Schultz seconded the motion. The motion passed unanimously.

### MANAGER MATTERS

None.

### OPERATIONAL MATTERS

**Interlocal Agreement Providing for Joint Consulting Engineering Services by and between the District and the WPR Road and Fire District:** Attorney Rose reviewed the agreement with the Board, noting that amendments may be needed in the future and that the current agreement with the District's engineer reflects the same provisions as this agreement. Following review and discussion, Trustee Derck made a motion to approve the Interlocal Agreement Providing for Joint Consulting Engineering Services by and between the District and the WPR Road and Fire District, as presented. Trustee Schultz seconded the motion. The motion passed unanimously.

**Resolution No. 2023-08-01 Authorizing the Execution of the Interlocal Agreement Providing for Joint Consulting Engineering Services:** Following review, Trustee Derck made a motion to approve Resolution No. 2023-08-01 Authorizing the Execution of the Interlocal Agreement Providing for Joint Consulting Engineering Services, as presented. Trustee Schultz seconded the motion. The motion passed unanimously.

**Resolution No. 2023-08-02 Requiring the Execution of Public Infrastructure Annexation Consent Forms as a Condition to Issuance of Will-Serve Letters Required for Lot Owner Building Permit Applications:** Following review, Trustee Derck made a motion to approve Resolution No. 2023-08-02 Requiring the Execution of Public Infrastructure Annexation Consent Forms as a Condition to Issuance of Will-Serve Letters Required for

**RECORD OF PROCEEDINGS**

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Lot Owner Building Permit Applications, as presented. Trustee Schultz seconded the motion. The motion passed unanimously.

**Residential Sewer and Water Inspections:** The Board discussed residential sewer and water inspections, noting that the inspection’s results align with the existing specifications. The main alteration will be made to the water meter pit inspections to prevent water loss. It was noted that Rules and Regulations for these inspections have been drafted by Attorney Rose and are being reviewed. No action was taken.

**Will-Serve Letters and Addressed Entities:** The Board discussed Will-Serve Letters and addressed entities, noting that past letters have been corrected and reissued. Following discussion, Trustee Derck made a motion to approve the Will-Serve Letters. Trustee Schultz seconded the motion. The motion passed unanimously.

LEGAL MATTERS           None.

TRUSTEE MATTERS       None.

OTHER BUSINESS       None.

ADJOURNMENT           There being no further business to come before the Board at this time, the meeting was adjourned.

Respectfully submitted,

By \_\_\_\_\_  
District Chair

Attest:

\_\_\_\_\_  
District Clerk

## RECORD OF PROCEEDINGS

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MINUTES OF A TRUTH IN TAXATION PUBLIC HEARING MEETING  
OF THE BOARD OF TRUSTEES OF THE  
WASATCH PEAKS RANCH UTILITY DISTRICT (THE “DISTRICT”)  
HELD  
AUGUST 22, 2023

A Truth in Taxation public hearing meeting of the Board of Trustees of the Wasatch Peaks Ranch Utility District (referred to hereafter as the “Board”) was convened on Tuesday, August 22, 2023, at 6:30 p.m., at Bar W Lodge, 4175 N. Morgan Valley Drive, Morgan, Utah 84050. This District Board meeting was also held via Zoom. The meeting was open to the public.

### ATTENDANCE

#### Trustees In Attendance Were:

Vance Bostock, Chair (via Zoom)

Ed Schultz, Vice Chair

Gary Derck, Secretary

#### Also, In Attendance Were:

Josh Miller and Shelby Clymer, CliftonLarsonAllen LLP (“CLA”) (via Zoom)

Mitchell Lee, District Clerk

D. Brent Rose, Clyde Snow & Sessions, P.C.

Jenny Robinson and Nate Bell, WPR Development Company

### ADMINISTRATIVE MATTERS

**Call to Order:** The meeting was called to order at 6:30 p.m. by Trustee Bostock.

### FINANCIAL MATTERS

**Public Hearing on the District’s Proposed Property Tax Increase:** Trustee Bostock opened the public hearing on the District’s proposed property tax increase at 6:31 p.m.

It was noted that publication of Notice stating that the Board would consider a proposed property tax increase and the date, time and place of the public hearing was made in a newspaper having general circulation within the District. No written objections were received prior to the public hearing.

No public comments were received, and the public hearing was closed at 6:32 p.m.

**Resolution Levying the Ad Valorem Property Tax of the District at a Rate Exceeding the Certified Tax Rate for Fiscal Year 2023-2024:** Attorney Rose reviewed the resolution with the Board, noting that increasing the tax and levying the Ad Valorem property tax is positive for the District. Following review and discussion, Trustee Derck made a motion to adopt the Resolution Levying the Ad Valorem Property Tax of the District at a Rate Exceeding the Certified Tax Rate for Fiscal Year 2023-2024, as amended to include the final

**RECORD OF PROCEEDINGS**

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tax rate of .0008. Trustee Schultz seconded the motion. The motion passed unanimously.

ADJOURNMENT

There being no further business to come before the Board at this time, Trustee Derck made a motion to adjourn the meeting at 6:35 p.m. Trustee Schultz seconded the motion. The motion passed unanimously.

Respectfully submitted,

By \_\_\_\_\_  
District Chair

Attest:

\_\_\_\_\_  
District Clerk

## RECORD OF PROCEEDINGS

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MINUTES OF A SPECIAL MEETING OF  
THE BOARD OF TRUSTEES OF THE  
WASATCH PEAKS RANCH UTILITY DISTRICT (THE “DISTRICT”)  
HELD  
AUGUST 31, 2023

A special meeting of the Board of Trustees of the Wasatch Peaks Ranch Utility District (referred to hereafter as the “Board”) was convened on Thursday, August 31, 2023, at 1:30 p.m., at 36 S. State Street, Suite 500, Salt Lake City, Utah 84111. This District Board meeting was also held via Microsoft Teams. The meeting was open to the public.

### ATTENDANCE

#### Trustees In Attendance Were:

Vance Bostock, Chair (via Microsoft Teams)  
Ed Schultz, Vice Chair  
Gary Derck, Secretary

#### Also, In Attendance Were:

Josh Miller and Shelby Clymer, CliftonLarsonAllen LLP (“CLA”) (via Microsoft Teams)  
Mitchell Lee, District Clerk  
Evan Tufts, District Treasurer  
D. Brent Rose, Clyde Snow & Sessions, P.C.  
Jenny Robinson and Nate Bell, WPR Development Company

### ADMINISTRATIVE MATTERS

**Call to Order:** The meeting was called to order at 1:30 p.m. by Trustee Bostock, who recited the following:

*“As the Chair of the Board of Trustees of the WPR Utility District, I hereby call this regular meeting of the Board to order at 1:30 P.M. on August 31, 2023, at 36 S State Street, Suite 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:** The Chair noted that there was no one from the public in attendance or participating electronically.

### FINANCIAL MATTERS

**Public Hearing on the 2024 Budget and Resolution to Adopt the 2024 Budget:** Ms. Clymer reviewed the 2023-2024 District Fee Schedule with the Board, noting it needs to be corrected based on the updated sewer base rate of \$175 per month.



**RECORD OF PROCEEDINGS**

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Trustee Schultz made a motion to open the public hearing on the 2024 Budget at 1:32 p.m. Trustee Derck seconded the motion. The motion passed unanimously.

No public comments were received.

Trustee Derck made a motion to close the public hearing on the 2024 Budget at 1:33 p.m. Trustee Schultz seconded the motion. The motion passed unanimously.

Following review and discussion, Trustee Derck made a motion to approve the 2024 Budget and adopt the Resolution to Adopt the 2024 Budget, as presented, and to approve the 2023-2024 District Fee schedule, as amended. Trustee Schultz seconded the motion. The motion passed unanimously.

**2023-2024 District Fee Schedule:** This item was discussed previously.

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 1:36 p.m. Trustee Derck seconded the motion. The motion passed unanimously.

Respectfully submitted,

By \_\_\_\_\_  
District Chair

Attest:

\_\_\_\_\_  
District Clerk

WPR Utility District  
Interim Claims  
August 18, 2023 - October 23, 2023

<u>Process Date</u>	<u>Vendor</u>	<u>Payment Reference</u>	<u>Payment Method</u>	<u>Amount</u>
10/18/2023	CliftonLarsonAllen LLP	P23101702 - 2372788	BILL EFT	\$ 3,686.55
10/18/2023	Clyde Snow & Sessions	P23101702 - 2372776	BILL Check	200.00
10/18/2023	Core & Main	P23101702 - 2372779	BILL EFT	6,539.77
10/18/2023	Morgan County Clerk/Auditor	P23101702 - 2371460	BILL Check	332.00
10/18/2023	Mountain Green Sewer Improvement District	P23101702 - 2372792	BILL Check	5,000.00
10/18/2023	Streamline	P23101702 - 2372772	BILL Check	150.00
				\$ 15,908.32