

WASATCH PEAKS RANCH ROAD AND FIRE DISTRICT

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

NOTICE OF SPECIAL MEETING AND AGENDA

DATE: Thursday, August 31, 2023

TIME: 1:00 p.m.

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

You can also attend the meeting in the following ways:

1. Online Microsoft Teams Meeting via link below:

https://teams.microsoft.com/l/meetup-join/19%3ameeting_M2VIZDA3YmMtNWE4NC00OWFkLWJkODktM2M4YWl1MzFhNmNk%40thread.v2/0?context=%7b%22Tid%22%3a%224aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22Oid%22%3a%227e93cd08-3bae-48d3-b32e-d8f57cd88c24%22%7d

ACCESS:

2. To join via telephone, dial 1-720-547-5281 and enter the following information:

Conference ID: 144 298 268#

BOARD OF TRUSTEES

Gary Derck
Vance Bostock
Ed Schultz

PUBLIC NOTICE is hereby given that the Board of Trustees (the “Board”), of WPR Road and Fire District (the “District”), will hold a meeting of the Board on Thursday, August 31, 2023, commencing at 1:00 p.m., at 36 South State Street, Suite 500, Salt Lake City, Utah, 84111 and via Microsoft Teams, at which time the Board shall proceed according to the following agenda.

“As the Chair of the Board of Trustees of the WPR Road & Fire District, I hereby call this regular meeting of the Board to order at 1:00 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."

I. ADMINISTRATIVE MATTERS

- A. Call to order.
- B. 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.

II. FINANCIAL MATTERS

- A. Conduct public hearing on the 2024 Budget and consider adoption of Resolution to Adopt the 2024 Budget (enclosed).
- B. Conduct public hearing on amendment of the 2023 Budget (enclosed).
- C. Review and consider approval of 2023-2024 District Fee Schedule (enclosed).

III. OTHER BUSINESS

IV. ADJOURNMENT

[This notice to be posted at the District office, published on the Utah Public Notice Website, and a copy sent to the Ogden Standard Examiner at least 24 hours prior to the meeting.]



District Clerk

WASATCH PEAKS RANCH ROAD & FIRE DISTRICT
GENERAL FUND
Budget: Fiscal Year 2024
With Fiscal Year 2023 Estimated Results
For the Years Ended and Ending June 30

	ACTUAL 2022-2023	BUDGET 2023-2024	BUDGET Notes/Assumptions
REVENUE			
Property tax	44,552	141,632	= 0.0008 * \$177mm in taxable value for lots assessed @ beginning of 2023
Annual fire usage fee		56,000	District must own 0A & 0B by Dec 2023 - assume Phase 1 & 2A platted lots by end of 2023 = 112 lots @ \$500 per lot
Annual road usage fee		112,000	District must own 0A & 0B by Dec 2023 - assume Phase 1 & 2A platted lots by end of 2023 = 112 lots @ \$1000 per lot
Annual storm drainage fee		56,000	District must own 0A & 0B by Dec 2023 - assume Phase 1 & 2A platted lots by end of 2023 = 112 lots @ \$500 per lot
TOTAL REVENUES	<u>44,552</u>	<u>365,632</u>	
EXPENDITURES			
Fire operating expenses			
Fuel and lubricants	11,211	7,000	estimated 4 tanks for the 3 smaller trucks (50 gal each @ \$5 per gal) + 8 tanks for tender 141 @ 100 gal & \$5 per gal diesel)
Repairs and maintenance	3,945	10,500	\$2K for the 3 trucks, \$3K for tender 141, \$1.5K for side-by-side
Fire & Hydrant Advisory		20,000	Placeholder for fire department consultant - per VB
Training and safety		5,000	Training for fire dept
Utilities	516	1,000	Allwest and Verizon costs
Road operating expenses			
Fuel for equipment		-	
Legal		-	
Engineering		20,000	District engineer - placeholder for Aqua Engineering (used same budget as Utility District) - received proposal 7/7/23
Snowplow/Road Clearing		260,124	Per Snow Removal Budget from Will G & Evan T - NB to send additional update?
Equipment and Supplies			
Equipment purchases	343,607	146,000	District Truck (Nate) - Split 50/50 with WPRUD; \$10K for balance on Larsen contract + \$3.5K to outfit army truck + \$100K placeholder for firetruck deposits in Spring '24
Operating Supplies & Tools	423	15,000	Firefighters - PPE, Tools, Replacement parts (hoses / wear & tear), portable pumps
Miscellaneous	2,974	-	Firefighters - PPE, Tools, Replacement parts (hoses / wear & tear), portable pumps
Portable water tanks	58,500	-	
Radio communications - portable	30,067	100,000	Grant was submitted January 2023 for \$97K worth of radios - need enough radios for all seats you have to transport to a fire, includes permanent mobile radios bolted to fire trucks (approx 30% chance of getting the grant). Typically announced/awarded in September
Administrative expenditures			
Accounting	9,946	18,000	Based on 2022-2023 costs for CLA (Shelby Clymer CPA and accounts payable clerk) - hours are billed monthly
Banking fees	253	300	Monthly bank account service charges
Contingency		-	
District management	5,131	12,000	Based on 2022-2023 costs for CLA (Michael Jensen) - hours are billed monthly
Dues and membership	786	1,500	Utah Association of Special Districts
Professional services	7,561	-	
Audit		10,000	Add per GD
Insurance		5,550	Utah Local Government Trust
Legal	4,685	15,000	Based on 2022-2023 costs for legal counsel (D. Brent Rose / Clyde Snow) hours are billed monthly
Software	757	900	
Contingency		32,394	5% contingency of total costs
TOTAL EXPENDITURES	<u>480,362</u>	<u>680,268</u>	
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	(435,810)	(314,636)	
OTHER FINANCING SOURCES (USES)			
Developer advance	430,261	275,245	Developer subsidy to break-even
TOTAL OTHER FINANCING SOURCES (USES)	<u>430,261</u>	<u>275,245</u>	
NET CHANGE IN FUND BALANCES	(5,549)	(39,391)	
FUND BALANCES - BEGINNING	<u>44,940</u>	<u>39,391</u>	
FUND BALANCES - ENDING	<u>39,391</u>	<u>-</u>	
EMERGENCY RESERVE			
BOARD DESIGNATED RESERVE			
CAPITAL IMPROVEMENT RESERVE			
TOTAL RESERVE	<u>\$ -</u>	<u>\$ -</u>	

Wasatch Peaks Ranch - Road & Fire District
 Snow Removal Budget 2023-2024
 Iterative Comparison
 8/16/2023

	8/8/2023		8/16/2023	
Scope	0A, 0B, 0C, Substation Road		0A, 0B, 0C, Substation Road	
Laps per Road clearing		3		3
Cost per Road Clearing	\$	238.10	\$	238.10
# of Road clearing per day (partial snow)		4		4
# of Road clearing per day (all day snow)		12		10
Cost per day (Partial)	\$	952.40	\$	952.40
Cost per day (FULL)	\$	2,857.20	\$	2,381.00
Partial days per month		10		10
Full days per month		10		15
Cost per month (Partial day)	\$	9,524.00	\$	9,524.00
Cost per month (Full day)	\$	28,572.00	\$	35,715.00
Cost per month - subtotal	\$	38,096.00	\$	45,239.00
Nov		0	\$	45,239.00
Dec	\$	38,096.00	\$	45,239.00
Jan	\$	38,096.00	\$	45,239.00
Feb	\$	38,096.00	\$	45,239.00
Mar	\$	38,096.00	\$	45,239.00
Apr *	\$	19,048.00	\$	33,929.25
Total Snow Removal Budget	\$	171,432.00	\$	260,124.25
*		50% of typical month in April		75% of typical month in April

WPR ROAD AND FIRE DISTRICT

RESOLUTION 2023-_____

A RESOLUTION ADOPTING THE WPR ROAD AND FIRE DISTRICT 2023-2024 FISCAL YEAR BUDGET

WHEREAS, pursuant to the provisions of Utah Code Ann. §17B-1-614, the Board of Trustees (the “Board”), of the WPR Road and Fire District (the “District”), is required to adopt a budget for the ensuing fiscal year prior to the beginning of the fiscal year, except as provided in Utah Code Ann. Sections 59-2-919 through 59-2-923, and to file a certified copy of the budget with the Utah State Auditor within 30 days after its adoption; and

WHEREAS, in conformance with the provisions of Utah Code Ann. §17B-1-607, a tentative budget for the District’s fiscal year commencing July 1, 2023, and ending June 30, 2024, was prepared by the District’s budget officer, and has been reviewed, considered, and adopted by the Board at its regular meeting convened on June 22, 2023; and

WHEREAS, pursuant to and in conformance with the requirements of Utah Code Ann. §59-2-919, after publication of due and proper notice and advertisement, a public hearing was held by the District’s Board of Trustees at the District office on August 31, 2023, wherein public comments were heard regarding the District’s proposal to levy ad valorem property taxes at a rate that exceeds the District’s certified tax rate; and

WHEREAS, by resolution, the Board has duly levied an ad valorem property tax on all taxable real property situated within the boundaries of the District at a rate which is in excess of the District’s certified tax rate; and

WHEREAS, in conformance with the requirements of Utah Code Ann. §17B-1-608, the tentative budget and all supporting schedules and data, using as the basis therefor the ad valorem property tax rate in excess of the certified tax rate as levied by the District, have been available for public inspection for a period of at least seven days prior to the adoption of the final budget; and

WHEREAS, a notice of public hearing on the final budget of the District was duly published in conformance with the requirements of Utah Code Ann. §17B-1-609, and the advertised public hearing thereon was held by the Board at a special meeting convened on August 3, 2023, at which all interested persons in attendance were given an opportunity to be heard on the estimates of revenues and expenditures and any other items in the tentative budget, in conformance with the provisions of Utah Code Ann. §17B-1-610; and

WHEREAS, the Board now being fully advised with respect to the anticipated revenues and expenditures and all other items set forth in the final budget of the District for fiscal year 2022-2023, and finding that the adoption of the attached final budget is in the best interest of the District and its citizens;

NOW, THEREFORE, BE IT RESOLVED, as follows:

1. The Board does hereby adopt the final budget for the District, for the fiscal year commencing July 1, 2023, and ending June 30, 2024, a copy which is attached hereto and made a part hereof, which provides for total budgeted revenues in the amount of \$640,877.

2. The budget officer is hereby directed to file a certified copy of this resolution, including a copy of the District’s final budget for fiscal year 2023-2024, with the Utah State auditor within 30 days from the date hereof.

DATED this 31st day of August, 2023.

WPR ROAD AND FIRE DISTRICT

By: _____
Vance Bostock Chair, Board of Trustees

CERTIFICATION

I certify that the foregoing is a true and accurate copy of a resolution adopted by the Board of Trustees of the WPR Road and Fire District on August 31, 2023.

Mitchell Lee, District Clerk

WASATCH PEAKS RANCH ROAD & FIRE DISTRICT
GENERAL FUND
Amended Budget - Fiscal Year 2023

	BUDGET 2023	AMENDED 2023
REVENUE		
Property tax	22,807	44,552
Annual fire usage fee	25,000	
Annual road usage fee	50,000	
Annual storm drainage fee	25,000	
TOTAL REVENUES	122,807	44,552
EXPENDITURES		
Fire operating expenses		
Fuel and lubricants	1,000	11,211
Repairs and maintenance	-	3,945
Fire & Hydrant Advisory		-
Training and safety	5,000	-
Utilities	-	516
Road operating expenses		
Fuel for equipment	2,000	-
Legal	10,000	-
Engineering	-	-
Snowplow/Road Clearing	-	-
Equipment and Supplies		
Equipment purchases	-	343,607
Operating Supplies & Tools	-	423
Miscellaneous	-	2,974
Portable water tanks	75,000	58,500
Radio communications - portable	31,228	30,067
Administrative expenditures		
Accounting	12,000	9,946
Banking fees	-	253
Contingency	-	-
District management	-	5,131
Dues and membership	-	786
Professional services	15,000	7,561
Audit	-	-
Insurance	5,000	-
Legal	10,000	4,685
Software	-	757
Contingency	-	-
TOTAL EXPENDITURES	166,228	480,362
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	(43,421)	(435,810)
OTHER FINANCING SOURCES (USES)		
Developer advance	43,421	430,261
TOTAL OTHER FINANCING SOURCES (USES)	43,421	430,261
NET CHANGE IN FUND BALANCES	-	(5,549)
FUND BALANCES - BEGINNING	-	44,940
FUND BALANCES - ENDING	-	39,391

Fee Schedule			
Road & Fire			
Fee	2022-2023	Proposed: 2023-2024	Frequency
Annual Fire USAGE Fee	\$500	\$500	Annually
Annual Road USAGE Fee	\$1,000	\$1,000	Annually
Annual Storm Drain Fee	\$500	\$500	Annually
Utility District			
Fee	2022-2023	Proposed: 2023-2024	Frequency
Water			
Residential & Residential Construction			
<u>Water Service Fees</u>			
<i>Water Standby Fee</i>	\$10.00	\$10.00	Monthly
<i>Water Utility Base Rate</i>	\$100.00	\$100.00	Monthly
<u>Water Usage Fees Per 1,000 Gallons</u>			
<i>Water Tier 1 Usage: <8000 Gallons</i>	\$0.00	\$0.00	Monthly
<i>Water Tier 2 Usage: 8,001-12,000 Gallons</i>	\$4.50	\$5.00	Monthly
<i>Water Tier 3 Usage: 12,001-16,000 Gallons</i>	\$5.50	\$6.00	Monthly
<i>Water Tier 4 Usage: 16,001+ Gallons</i>	\$6.50	\$7.00	Monthly
Commercial / Resort			
<u>Water Usage Fees Per 1,000 Gallons</u>			
Culinary:			
<i>Small Commercial: <5,000 SF</i>	\$4.00	\$5.50	Monthly
<i>Large Commercial: >5,000 SF</i>	\$4.00	\$5.50	Monthly
Non-Culinary:			
<i>Irrigation, Snowmaking, & Golf</i>	\$2.20	\$4.50	Monthly
Construction			
General Contractor		\$50.00	Daily
Sewer			
<u>Sewer Service Fee</u>			
Sewer Utility Base Rate	\$100.00	\$100.00	Per Month
Connection Fee			
Water			
<i>Irrigation</i>		\$3,000.00	One-Time
Water & Sewer			
<i>Small: <= 2" Water Meter</i>	\$20,000.00	\$20,000.00	One-Time
<i>Medium: > 2", < 6" Water Meter</i>	\$20,000.00	\$25,000.00	One-Time
<i>Large: > 6" Water Meter</i>	\$20,000.00	\$27,000.00	One-Time

*Connection fees will be collected upon building permit application

**THE FOLLOWING ARE POST PACKET ITEMS:
ITEMS THAT WERE DISTRIBUTED AT THE MEETING
AND NOT IN THE ORIGINAL PACKET**

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BOARD DESIGNATED RESERVE			
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TOTAL RESERVE	<u>\$ -</u>	<u>\$ -</u>	

Wasatch Peaks Ranch - Road & Fire District
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Total Snow Removal Budget	\$ 171,432.00	\$ 260,124.25
*	50% of typical month in April	75% of typical month in April