



BIG PLAINS WATER AND SEWER SPECIAL SERVICE DISTRICT PUBLIC HEARING AND MEETING

BOARD OF DIRECTORS, REGULAR MEETING

1777 N Meadowlark Dr, Apple Valley

Wednesday, June 15, 2022 at 6:00 PM

AGENDA

Notice is given that a meeting of the Water District of the Town of Apple Valley will be held on **Wednesday, June 15, 2022**, commencing at **6:00 PM** or shortly thereafter at **1777 N Meadowlark Dr, Apple Valley**.

Chairman | Andy McGinnis

Board Members | Frank Lindhardt | Barratt Nielson | Kevin Sair | Robin Whitmore

Pursuant to the Executive Order issued by Governor Gary Herbert on March 18, 2020 regarding Electronic Public Meetings, please be advised that the meeting will be held electronically and broadcast via Zoom. Persons allowed to comment during the meeting may do so via Zoom. Login to the meeting by visiting:

<https://us02web.zoom.us/j/83573141261>

if the meeting requests a password use 1234

To call into meeting, dial (253) 215 8782 and use Meeting ID 835 7314 1261

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

DECLARATION OF CONFLICTS OF INTEREST

CONSENT AGENDA

- [1.](#) Disbursement Listing--5/1/22-5/31/22
- [2.](#) Financial Report--7/1/21-5/31/22

PUBLIC HEARING

- [3.](#) Proposed Fiscal Year 2023 Budget
- [4.](#) Amendments to Fiscal Year 2022 Budget
- [5.](#) Enterprise Transfer of Funds

WATER SUPERINTENDENT REPORT – Dale Harris

DISCUSSION AND ACTION

- [6.](#) Adopting Fiscal Year 2023 Annual Budget, Amending Fiscal Year 2022 Annual Budget, and Approving Enterprise Fund Balance Transfer-Resolution BPW-R-2022-08
- [7.](#) Approval of Well Drilling Policy-- Resolution No. BPW-R-2022-09

REQUEST FOR A CLOSED SESSION

ADJOURNMENT

CERTIFICATE OF POSTING: I, Jenna Vizcardo, as duly appointed Recorder for the Town of Apple Valley, hereby certify that this Agenda was posted at the Apple Valley Town Hall, the Utah Public Meeting Notice website <http://pmn.utah.gov>, Spectrum classified and the Town Website www.applevalleyut.gov.

THE PUBLIC IS INVITED TO PARTICIPATE IN ALL COMMUNITY EVENTS AND MEETINGS

In compliance with the American with Disabilities Act, individuals needing special accommodations (Including auxiliary communicative aids and services) during this meeting should call 435-877-1190.

Big Plains Water & Sewer Special Service District
Disbursement Listing
Checking - SBSU - 05/01/2022 to 05/31/2022

Item 1.

Payee Name	Reference Number	Payment Date	Payment Amount	Void Date	Void Amount	Source
Superior Technical Solutions	0	05/03/2022	\$45.00			Purchasing
Payroll	0504221200	05/04/2022		05/04/2022	\$1,463.08	Paycheck
Apple Valley Storage, LLC	EFT050422	05/04/2022	\$95.00			Purchasing
Payroll	0506221200	05/06/2022		05/06/2022	\$1,451.92	Paycheck
Payroll	0506221200	05/06/2022	\$1,569.05			Paycheck
Payroll	0506221200	05/06/2022		05/06/2022	\$1,675.01	Paycheck
Internal Revenue Service	EFTPS0504202	05/06/2022		05/06/2022	\$473.29	Payroll
Internal Revenue Service	EFTPS0504202	05/06/2022	\$473.29			Payroll
Health Equity	HE05042022	05/06/2022	\$156.25			Payroll
Utah Retirement Systems	URS05042022	05/06/2022	\$384.91			Payroll
Harris, Dale E.	X999	05/06/2022		05/06/2022	\$0.00	Paycheck
Harris, Dale E.	X999	05/06/2022	\$0.00			Paycheck
ChemTech-Ford Laboratories	1200	05/10/2022	\$795.00			Purchasing
Revco Leasing	1201	05/10/2022	\$151.20			Purchasing
Ruesch & Reeve	1202	05/10/2022	\$3,060.00			Purchasing
Scholzen Products Company, Inc.	1203	05/10/2022	\$2,434.26			Purchasing
Health Equity	HE05102022	05/10/2022	\$2.25			Purchasing
VISA	VISA05052022	05/10/2022	\$334.44			Purchasing
USDA Rural Development	ACH051522	05/16/2022	\$1,269.00			Purchasing
USDA Rural Development	ACH051522	05/16/2022	\$9,271.00			Purchasing
Public Employees Health Program	ADJ522-1	05/17/2022	\$2,030.76			Payroll
City of St. George	1204	05/19/2022	\$45.00			Purchasing
Galloway & Company	1205	05/19/2022	\$345.50			Purchasing
Hinton Burdick CPA's	1206	05/19/2022	\$3,300.00			Purchasing
Rural Water Association of Utah	1207	05/19/2022	\$541.00			Purchasing
Payroll	0520221200	05/20/2022	\$1,573.64			Paycheck
Health Equity	HSA05192022	05/20/2022	\$156.25			Payroll
Internal Revenue Service	EFTPS0524202	05/24/2022	\$434.23			Payroll
Utah Retirement Systems	URS05202022	05/24/2022	\$384.91			Payroll
Public Employees Health Program	1208	05/25/2022	\$1,051.96			Payroll
State Bank of Southern Utah	NSF+Int	05/31/2022	\$25.29			Purchasing
			\$29,929.19		\$5,063.30	

Big Plains Water & Sewer Special Service District

Standard Financial Report

51 Big Plains Water & Sewer SSD - 07/01/2021 to 05/31/2022

91.67% of the fiscal year has expired

Item 2.

	Prior Year Actual	May Actual	Current Year Actual	Budgeted
Income or Expense				
Income From Operations:				
Operating income				
5140 Water Sales	313,612.08	32,100.60	325,200.94	300,000.00
5150 Water Standby Fees	50,992.62	3,479.00	39,269.46	35,000.00
5310 Connection Fees	24,153.27	39.69	6,267.79	20,000.00
5410 Late Penalties and Fees	333.27	0.00	0.00	100.00
5490 Other Operating Income	42,021.22	0.00	150.00	15,000.00
Total Operating income	431,112.46	35,619.29	370,888.19	370,100.00
Operating expense				
6010 Clerical Contractor Labor	10,002.18	0.00	(5,660.08)	4,000.00
6013 Water Salaries and Wages	51,487.43	4,168.00	52,079.07	50,000.00
6014 Water Benefits	32,546.41	(223.68)	35,038.50	28,000.00
6016 Admin Benefits	0.00	0.00	4.50	0.00
6021 Public Postings	392.40	0.00	0.00	400.00
6023 Travel/Fuel	745.20	323.52	323.52	800.00
6024 Training	650.00	0.00	0.00	700.00
6025 Books/Subscriptions/Memberships	1,337.00	541.00	2,609.00	1,300.00
6030 Admin Supplies and Expenses	5,214.02	207.12	3,655.04	4,200.00
6032 Postage	345.91	0.00	642.07	500.00
6035 Bank Service Charges	551.66	25.29	62.68	600.00
6040 Professional Service	28,574.47	345.50	(17,140.90)	65,000.00
6043 Accounting & Audit Fees	5,700.00	0.00	19,800.00	5,800.00
6044 Water Testing	5,154.79	1,235.00	7,854.00	5,200.00
6045 Legal Fees	1,460.20	0.00	3,060.00	1,500.00
6050 System Maintenance and Repairs	25,680.39	1,045.00	269.20	7,500.00
6051 System Equipment	0.00	4,478.08	11,265.69	15,000.00
6052 Well Maintenance and Repairs	0.00	253.13	256.33	0.00
6053 Tank Maintenance and Repairs	3,000.00	35.72	84.57	3,000.00
6060 Equipment Costs other than Fuel	2,782.69	0.00	1,086.74	4,000.00
6061 Equipment Fuel	2,133.68	0.00	2,132.71	2,100.00
6067 Utilities	15,379.86	0.00	18,874.49	15,200.00
6068 Telephone & Internet	151.50	0.00	0.00	200.00
6070 Insurance	5,910.04	0.00	2,890.08	6,000.00
6095 Depreciation Expense	135,064.20	11,255.35	123,808.85	132,900.00
Total Operating expense	334,264.03	23,689.03	262,996.06	353,900.00
Total Income From Operations:	96,848.43	11,930.26	107,892.13	16,200.00
Non-Operating Items:				
Non-operating income				
5510 Grants	403,058.44	0.00	0.00	0.00
5520 Impact Fees	80,099.00	0.00	135,976.00	75,000.00
5610 Interest Income	237.20	134.13	498.08	2,700.00
5690 Sundry Revenue	1,220.87	0.00	0.00	100.00
Total Non-operating income	484,615.51	134.13	136,474.08	77,800.00
Non-operating expense				
6080 Interest Expense	88,251.43	7,202.37	82,990.89	94,000.00
Total Non-operating expense	88,251.43	7,202.37	82,990.89	94,000.00
Total Non-Operating Items:	396,364.08	(7,068.24)	53,483.19	(16,200.00)
Total Income or Expense	493,212.51	4,862.02	161,375.32	0.00

PUBLIC HEARING NOTICE**Big Plains Water and Sewer Special Service District**

The Big Plains Water and Sewer Special Service District will hold the following Public Hearing on the 15th day of June, 2022 during a regular meeting that will be held at the Town Hall, 1777 N. Meadowlark Drive, Apple Valley, Utah beginning at 6:00 pm.

Pursuant to the Executive Order issued by Governor Gary Herbert on March 18, 2020 regarding Electronic Public Meetings, please be advised that the meeting will be held electronically and broadcast via Zoom. Persons will be allowed to comment during the meeting via Zoom or by calling in. Meeting details and dial in phone numbers will be provided when the agenda for the meeting is published on the Town website or via <https://www.utah.gov/pmn>.

Interested persons are encouraged to attend public hearings or present their views in writing at least 48 hours prior to the meeting.

A public hearing will be held for the following:

**PROPOSED FISCAL YEAR 2023 BUDGET
AMENDMENTS TO FISCAL YEAR 2022 BUDGET**

Copies may be obtained at the Apple Valley Town Hall, the Utah Public Meeting Notice website <http://pmn.utah.gov>, or the Town website www.applevalleyut.gov

CERTIFICATE OF POSTING I, Jenna Vizcardo, as duly appointed Recorder for the Town of Apple Valley, hereby certify that copies of the notice of meeting were posted at the Apple Valley Town Hall, the Utah Public Meeting Notice website <http://pmn.utah.gov>, the Town website www.applevalleyut.gov, and sent to The Spectrum on the 26th day of May, 2022.

Dated this 26th day of May, 2022

Jenna Vizcardo, Recorder
Town of Apple Valley

THE PUBLIC IS INVITED TO ATTEND ALL SSD BOARD MEETINGS

In compliance with the American with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify Jenna Vizcardo at 435-877-1190.

PUBLIC HEARING NOTICE

Big Plains Water and Sewer Special Service District

The Big Plains Water and Sewer Special Service District will hold the following Public Hearing on the 15th day of June, 2022 during a regular meeting that will be held at the Town Hall, 1777 N. Meadowlark Drive, Apple Valley, Utah beginning at 6:00 pm.

Pursuant to the Executive Order issued by Governor Gary Herbert on March 18, 2020 regarding Electronic Public Meetings, please be advised that the meeting will be held electronically and broadcast via Zoom. Persons will be allowed to comment during the meeting via Zoom or by calling in. Meeting details and dial in phone numbers will be provided when the agenda for the meeting is published on the Town website or via <https://www.utah.gov/pmn>.

Interested persons are encouraged to attend public hearings or present their views in writing at least 48 hours prior to the meeting.

A public hearing will be held for the following: **ENTERPRISE TRANSFER OF FUNDS**

This notice is to inform you of the intended transfer of Big Plains Water and Sewer Special Service District (Big Plains) Fund money to the Town of Apple Valley General Fund. The Town of Apple Valley provides administrative and overhead services for Big Plains through the use of sharing personnel and assets to accomplish the daily business activities that would otherwise need to be duplicated. It is our belief that the value of services received is greater than the amount to be transferred. These services, provided by way of an interlocal agreement, include personnel to perform accounting and office functions for billing, collection, customer service, and administration; building space, office equipment, and other machinery and equipment; and other indirect costs associated with daily business functions like fleet maintenance, technology, and administration. A calculation is made for estimated costs and a proportionate share is assigned for transfer.

Specific Enterprise Fund Information

ENTERPRISE TRANSFER OF FUNDS

ACCOUNT 6011 TOWN INTERLOCAL AGREEMENT COSTS	Amount	% of Expenditures
Personnel Cost	13,175.00	3.73%
Office Supplies	120.00	0.03%
Telephone	575.00	0.16%
Internet Charges	228.00	0.06%
Zoom Meeting Recordings	218.00	0.06%
Website	1,020.00	0.29%
TOTAL TRANSFER FROM ENTERPRISE TO GENERAL FUND	\$ 15,336.00	4.34%

You may find more information regarding other budget workshops and hearings on the website: www.applevalleyut.gov, or the Utah Public Notice website <https://utah.gov/pmn>.

If you have any questions or comments, please contact Jauna McGinnis by telephone or email (435-877-1190, jmac@applevalleyut.gov).

CERTIFICATE OF POSTING I, Jenna Vizcardo, as duly appointed Recorder for the Town of Apple Valley, hereby certify that copies of the notice of meeting and agenda were posted at the Apple Valley Town Hall, the Utah Public Meeting Notice website <http://pmn.utah.gov>, the Town website www.applevalleyut.gov, and sent to The Spectrum on the 26th day of May, 2022.

Dated the 26th day of May, 2022
Jenna Vizcardo, Recorder
Town of Apple Valley

THE PUBLIC IS INVITED TO ATTEND ALL SSD BOARD MEETINGS

In compliance with the American with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify Jenna Vizcardo at 435-877-1190.



1777 N. Meadowlark Dr, Apple Valley, Utah 84737
Phone: 435-877-1190 Fax: 435-877-1192
www.applevalleyut.gov

Chairman Andy McGinnis
Board Member Frank Lindhardt
Board Member Kevin Sair
Board Member Robin Whitmore
Board Member Barratt Nielson
Advisory Council: Harold Merritt, Ross Gregerson

Item 5.

5/31/2022

RE: Intended transfer of enterprise fund money to another fund

To the Customers:

This notice is to inform you of the intended transfer of Big Plains Water and Sewer Special Service District (Big Plains) Fund money to the Town of Apple Valley General Fund. The Town of Apple Valley provides administrative and overhead services for Big Plains through the use of sharing personnel and assets to accomplish the daily business activities that would otherwise need to be duplicated. It is our belief that the value of services received is greater than the amount to be transferred. These services, provided by way of an interlocal agreement, include personnel to perform accounting and office functions for billing, collection, customer service, and administration; building space, office equipment, and other machinery and equipment; and other indirect costs associated with daily business functions like fleet maintenance, technology, and administration. A calculation is made for estimated costs and a proportionate share is assigned for transfer.

Specific Enterprise Fund Information

ENTERPRISE TRANSFER OF FUNDS

ACCOUNT 6011 TOWN INTERLOCAL AGREEMENT COSTS	Amount	% of Expenditures
Personnel Cost	13,175.00	3.73%
Office Supplies	120.00	0.03%
Telephone	575.00	0.16%
Internet Charges	228.00	0.06%
Zoom Meeting Recordings	218.00	0.06%
Website	1,020.00	0.29%
TOTAL TRANSFER FROM ENTERPRISE TO GENERAL FUND	\$ 15,336.00	4.34%

There will be a public hearing specific to this intended transfer on June 15, 2022 at 6 pm at the Apple Valley Town Hall, 1777 N. Meadowlark Dr. Apple Valley, UT 84737. You may find more information regarding other budget workshops and hearings on the website: www.applevalleyut.gov, or the Utah Public Notice website <https://utah.gov/pmn>.

If you have any questions or comments, please contact Jauna McGinnis by telephone or email (435-877-1190, jmac@applevalleyut.gov).

Thank you,
Chairman Andy McGinnis
1777 N. Meadowlark Dr., Apple Valley, UT 84737
Office: (435) 877-1190, Fax: (435) 877-1192

Big Plains Water & Sewer Special Service District**Budgeting Worksheet- ADOPTED TENTATIVE BUDGET, AMENDED & TXFR FOR HEARING**

51 BIG PLAINS WATER AND SEWER SPECIAL SERVICE DISTRICT	2019 Actual	2020 Actual	2021 Actual	2021 Budget	2022 Actual	Original Budget	FY2022 Proposed Amended	FY2023 Proposed Budget	Worksheet Notes
Income or Expense									
Income From Operations:									
Operating income									
5140 Water Sales	185,422	207,787	313,612	278,440	321,671	300,000	354,008	375,608	Based on 30 New Connections
5150 Water Standby Fees	36,694	32,948	50,993	54,684	39,666	35,000	46,600	34,840	Expect majority of new connections to come from this group
5310 Connection Fees	34,888	19,500	24,153	2,000	6,228	20,000	20,000	9,000	
5410 Late Penalties and Fees	5257	0	333	3,000	10000	100	20000	15000	
5490 Other Operating Income	30565	18,390	42,021	18,000	225	15,000	15,000	2,250	30 Will Serve Letters
Total Operating income	292,826	278,625	431,112	356,124	377,790	370,100	455,608	436,698	
Operating expense									
6010 Clerical Contractor Labor	0	0	10002	21,042	-5,660	4,000	0	0	
6011 Town Interlocal Agreement Costs	430	0	0	0	0	0	0	15,336	
6013 Water Salaries and Wages	45006	45006	51,487	45,006	47,911	50,000	55,000	55,000	
6014 Water Benefits	24845	24563	32,546	25,883	35,266	28,000	37,000	37,051	
6015 Admin Salaries and Wages	23705	0	0	0	0	0	0	0	
6016 Admin Benefits	12831	0	0	0	5	0	0	0	
6021 Public Postings	807	401	392	500	0	400	400	400	
6023 Travel/Fuel	821	967	745	1,200	324	800	800	800	
6024 Training	295	0	650	800	0	700	700	700	
6025 Books/Subscriptions/Memberships	990	716	1337	1,000	2,068	1,300	2,100	2,100	
6030 Admin Supplies and Expenses	7,322	4,106	5,214	5,566	3,459	4,200	4,200	3,500	
6032 Postage	908	133	346	1,602	642	500	700	700	
6035 Bank Service Charges	2440	11	552	100	37	600	100	100	
6040 Professional Service	10,716	26,674	28,575	0	-17,486	65,000	35,000	7,500	
6043 Accounting & Audit Fees	6,611	6,921	5,700	7,000	16,500	5,800	18,000	12,000	
6044 Water Testing	7,308	5,692	5,155	5,200	7,414	5,200	8,500	7,800	
6045 Legal Fees	5,549	5,713	1,460	3,000	3,060	1,500	4,000	7,500	
6050 System Maintenance and Repairs	3,488	2,798	25,680	3,500	-776	7,500	1,500	7,500	
6051 System Equipment	10,824	6,617	0	4,000	5,513	15,000	7,000	11,100	Includes \$3,300 valve exerciser, \$800 generator
6052 Well Maintenance and Repairs	3572	1305	0	2,000	3	0	1500	1,200	
6053 Tank Maintenance and Repairs	4,350	0	3,000	0	49	3,000	1,500	11,500	\$10,000 Pump
6060 Equipment Costs Other than Fuel	2993	3960	2,783	1,000	1,087	4,000	2,000	3,500	Includes \$1,500 tools
6061 Equipment Fuel	2847	2126	2,134	2,500	2,132	2,100	3,000	3,500	
6067 Utilities	10,039	13,974	15,380	17,200	18,875	15,200	24,200	24,200	
6068 Telephone & Internet	553	0	152	912	0	200	200	0	
6070 Insurance	4,644	4,087	5,910	5,000	2,890	6,000	5,000	5,000	
6095 Depreciation Expense	134,013	134,769	135,064	135,000	112,554	132,900	135,064	135,064	

Big Plains Water & Sewer Special Service District**Budgeting Worksheet- ADOPTED TENTATIVE BUDGET, AMENDED & TXFR FOR HEARING**

51 BIG PLAINS WATER AND SEWER SPECIAL SERVICE DISTRICT	2019 Actual	2020 Actual	2021 Actual	2021 Budget	2022 Actual	Original Budget	FY2022 Proposed Amended	FY2023 Proposed Budget	Worksheet Notes
Total Operating expense	327,907	290,539	334,264	289,011	235,867	353,900	347,464	353,051	
Total Income From Operations:	-35,081	-11,914	96,848	67,113	141,923	16,200	108,144	83,647	
Non-Operating Items:									
Non-operating income									
5510 Grants	38,000	0	403,059	615,000	0	0	0	1,140,000	
5520 Impact Fees	197,573	61,529	80,099	194,434	215,967	75,000	220,000	120,000	
5610 Interest Income	3136	2,633	237	2,000	364	2,700	500	500	
5690 Sundry Revenue	0	0	1221	0	0	100	100	100	
Total Non-operating income	238,709	64,162	484,616	811,434	216,331	77,800	220,600	1,260,600	
Non-operating expense									
6080 Interest Expense	94,609	93,152	88,251	91,723	75,789	94,000	91,000	85,528	
Total Non-operating expense	94,609	93,152	88,251	91,723	75,789	94,000	91,000	85,528	
Total Non-Operating Items:	144,100	-28,990	396,365	719,711	140,542	-16,200	129,600	1,175,072	
Total Income or Expense Before Debt Service	109,019	-40,904	493,213	786,824	282,465	0	237,744	1,258,719	
Debt Service									
Debt Service-Principal-2013 Water Bond							85,000	85,000	
Debt Service-Principal-2014A Water Bond							31,865	31,865	
Debt Service-Principal-2014B Water Bond							3,670	3,670	
Debt Service-Principal-Aquifer Study							8,000	8,000	
Debt Service-Principal-Well 59							4,000	4,000	
Debt Service-Principal-Canaan Springs							9,861	9,861	
Less Depreciation							-135,064	-135,064	
Total Additional Debt Service	0	0	0	0	0	0	7,332	7,332	
Total Income or Expense After Debt Service	0	0	0	0	0	0	\$230,412	\$1,251,387	
Capital Projects									
Work Truck								30,000	Replace work truck \$24-30K
Canaan Springs Rehab								150,000	
Canaan Springs Cedar Point Line								990,000	
Well 59									
Total Capital Projects								1,170,000	

Big Plains Water & Sewer Special Service District**Budgeting Worksheet- ADOPTED TENTATIVE BUDGET, AMENDED & TXFR FOR HEARING**

51 BIG PLAINS WATER AND SEWER SPECIAL SERVICE DISTRICT	2019 Actual	2020 Actual	2021 Actual	2021 Budget	2022 Actual	Original Budget	FY2022 Proposed Amended	FY2023 Proposed Budget	Worksheet Notes
Total Income or Expense							\$230,412	\$81,387	For those of you who are new: The SSD is an Enterprise Fund. We do not do a balanced budget like we do with the Town. Balanced means Revenue equals Expenditures, with an end result of \$0.

ENTERPRISE TRANSFER OF FUNDS

ACCOUNT 6011 TOWN INTERLOCAL AGREEMENT COSTS	Amount	% of Expenditures
Personnel Cost	13,175.00	3.73%
Office Supplies	120.00	0.03%
Telephone	575.00	0.16%
Internet Charges	228.00	0.06%
Zoom Meeting Recordings	218.00	0.06%
Website	1,020.00	0.29%
TOTAL TRANSFER FROM ENTERPRISE TO GENERAL FUND	\$ 15,336.00	4.34%

Big Plains Water & Sewer Special Service District**Budgeting Worksheet- ADD'L PROPOSED CHANGES PRIOR TO ADOPTION**

51 BIG PLAINS WATER AND SEWER SPECIAL SERVICE DISTRICT	2019 Actual	2020 Actual	2021 Actual	2021 Budget	2022 Actual	Original Budget	FY2022 Proposed Amended	FY2023 Proposed Budget	Worksheet Notes
Income or Expense									
Income From Operations:									
Operating income									
5140 Water Sales	185,422	207,787	313,612	278,440	325,201	300,000	356,400	378,000	Based on 30 New Connections
5150 Water Standby Fees	36,694	32,948	50,993	54,684	39,270	35,000	46,600	34,840	Expect majority of new connections to come from this group
5310 Connection Fees	34,888	19,500	24,153	2,000	6,268	20,000	20,000	9,000	
5410 Late Penalties and Fees	5257	0	333	3,000	0	100	20000	15000	
5490 Other Operating Income	30565	18,390	42,021	18,000	225	15,000	15,000	2,250	30 Will Serve Letters
Total Operating income	292,826	278,625	431,112	356,124	370,964	370,100	458,000	439,090	
Operating expense									
6010 Clerical Contractor Labor	0	0	10002	21,042	-5,660	4,000	0	0	
6011 Town Interlocal Agreement Costs	430	0	0	0	0	0	3000	15,336	
6013 Water Salaries and Wages	45006	45006	51,487	45,006	52,079	50,000	55,000	55,000	
6014 Water Benefits	24845	24563	32,546	25,883	35,038	28,000	37,000	37,051	
6015 Admin Salaries and Wages	23705	0	0	0	0	0	0	0	
6016 Admin Benefits	12831	0	0	0	5	0	0	0	
6021 Public Postings	807	401	392	500	0	400	400	400	
6023 Travel/Fuel	821	967	745	1,200	324	800	800	800	
6024 Training	295	0	650	800	0	700	700	700	
6025 Books/Subscriptions/Memberships	990	716	1337	1,000	2,609	1,300	2,800	2,800	
6030 Admin Supplies and Expenses	7,322	4,106	5,214	5,566	4,351	4,200	4,500	3,500	
6032 Postage	908	133	346	1,602	642	500	1000	700	
6035 Bank Service Charges	2440	11	552	100	63	600	100	100	
6040 Professional Service	10,716	26,674	28,575	0	-17,486	65,000	35,000	7,500	
6043 Accounting & Audit Fees	6,611	6,921	5,700	7,000	19,800	5,800	25,000	12,000	
6044 Water Testing	7,308	5,692	5,155	5,200	7,854	5,200	10,000	7,800	
6045 Legal Fees	5,549	5,713	1,460	3,000	3,060	1,500	6,000	7,500	
6050 System Maintenance and Repairs	3,488	2,798	25,680	3,500	269	7,500	1,500	7,500	
6051 System Equipment	10,824	6,617	0	4,000	11,361	15,000	15,000	11,100	Includes \$3,300 valve exerciser, \$800 generator
6052 Well Maintenance and Repairs	3572	1305	0	2,000	256	0	18500	7,500	
6053 Tank Maintenance and Repairs	4,350	0	3,000	0	85	3,000	1,500	11,500	\$10,000 Pump
6060 Equipment Costs Other than Fuel	2993	3960	2,783	1,000	1,087	4,000	2,000	3,500	Includes \$1,500 tools
6061 Equipment Fuel	2847	2126	2,134	2,500	2,132	2,100	3,000	3,500	
6067 Utilities	10,039	13,974	15,380	17,200	18,875	15,200	24,200	24,200	
6068 Telephone & Internet	553	0	152	912	0	200	200	0	
6070 Insurance	4,644	4,087	5,910	5,000	2,890	6,000	5,000	5,000	
6095 Depreciation Expense	134,013	134,769	135,064	135,000	135,064	132,900	135,065	135,065	

Big Plains Water & Sewer Special Service District**Budgeting Worksheet- ADD'L PROPOSED CHANGES PRIOR TO ADOPTION**

51 BIG PLAINS WATER AND SEWER SPECIAL SERVICE DISTRICT	2019 Actual	2020 Actual	2021 Actual	2021 Budget	2022 Actual	Original Budget	FY2022 Proposed Amended	FY2023 Proposed Budget	Worksheet Notes
Total Operating expense	327,907	290,539	334,264	289,011	274,698	353,900	387,265	360,052	
Total Income From Operations:	-35,081	-11,914	96,848	67,113	96,266	16,200	70,735	79,038	
Non-Operating Items:									
Non-operating income									
5510 Grants	38,000	0	403,059	615,000	0	0	0	1,140,000	
5520 Impact Fees	197,573	61,529	80,099	194,434	135,976	75,000	220,000	120,000	
5610 Interest Income	3136	2,633	237	2,000	498	2,700	500	500	
5690 Sundry Revenue	0	0	1221	0	0	100	100	100	
Total Non-operating income	238,709	64,162	484,616	811,434	136,474	77,800	220,600	1,260,600	
Non-operating expense									
6080 Interest Expense	94,609	93,152	88,251	91,723	82,991	94,000	91,000	85,528	
Total Non-operating expense	94,609	93,152	88,251	91,723	82,991	94,000	91,000	85,528	
Total Non-Operating Items:	144,100	-28,990	396,365	719,711	53,483	-16,200	129,600	1,175,072	
Total Income or Expense Before Debt Service	109,019	-40,904	493,213	786,824	149,749	0	200,335	1,254,110	
Debt Service									
Debt Service-Principal-2013 Water Bond							85,000	85,000	
Debt Service-Principal-2014A Water Bond							31,865	31,865	
Debt Service-Principal-2014B Water Bond							3,670	3,670	
Debt Service-Principal-Aquifer Study							8,000	8,000	
Debt Service-Principal-Well 59							4,000	4,000	
Debt Service-Principal-Canaan Springs							9,861	9,861	
Less Depreciation							-135,065	-135,065	
Total Additional Debt Service	0	0	0	0	0	0	7,331	7,331	
Total Income or Expense After Debt Service	0	0	0	0	0	0	\$193,004	\$1,246,779	
Capital Projects									
Work Truck								30,000	Replace work truck \$24-30K
Canaan Springs Rehab								150,000	
Canaan Springs Cedar Point Line								990,000	
Well 59									
Total Capital Projects								1,170,000	

Big Plains Water & Sewer Special Service District**Budgeting Worksheet- ADD'L PROPOSED CHANGES PRIOR TO ADOPTION**

51 BIG PLAINS WATER AND SEWER SPECIAL SERVICE DISTRICT	2019 Actual	2020 Actual	2021 Actual	2021 Budget	2022 Actual	Original Budget	FY2022 Proposed Amended	FY2023 Proposed Budget	Worksheet Notes
Total Income or Expense							\$193,004	\$76,779	For those of you who are new: The SSD is an Enterprise Fund. We do not do a balanced budget like we do with the Town. Balanced means Revenue equals Expenditures, with an end result of \$0.

ENTERPRISE TRANSFER OF FUNDS

ACCOUNT 6011 TOWN INTERLOCAL AGREEMENT COSTS	Amount	% of Expenditures
Personnel Cost	13,175.00	3.66%
Office Supplies	120.00	0.03%
Telephone	575.00	0.16%
Internet Charges	228.00	0.06%
Zoom Meeting Recordings	218.00	0.06%
Website	1,020.00	0.28%
TOTAL TRANSFER FROM ENTERPRISE TO GENERAL FUND	\$ 15,336.00	4.26%

TOWN OF APPLE VALLEY**RESOLUTION NO. BPW-R-2022-08****A RESOLUTION ADOPTING FISCAL YEAR 2023 ANNUAL BUDGET, AMENDING FISCAL YEAR 2022 ANNUAL BUDGET, AND APPROVING ENTERPRISE FUND BALANCE TRANSFER**

WHEREAS, the Big Plains Water and Sewer Special Service District (“District”) is required to adopt an annual budget for the District’s funds pursuant to the Utah Code Annotated 17B-1-614 (the “Code”); and

WHEREAS, the District is authorized to amend the annual budget pursuant to the Act; and,

WHEREAS, the District has complied with the Code’s provisions by adopting a tentative budget for the Fiscal Year 2023 Annual Budget on May 18, 2022; and

WHEREAS, the District has presented a proposed amendment to the Fiscal Year 2022 Annual Budget; and

WHEREAS, the District has presented a proposed Enterprise Fund Balance Transfer of Funds in the Fiscal Year 2023 Annual Budget; and

WHEREAS, the District Board held a public hearing on June 15, 2022 to receive comment on the tentative Fiscal Year 2023 Annual Budget, the proposed amendments to the Fiscal Year 2022 Annual Budget, and the Enterprise Fund Balance Transfer of Funds for Fiscal Year 2023 Annual Budget; and

WHEREAS, all interested persons in attendance at the public hearing were given an opportunity to be heard; and

NOW, THEREFORE, at a meeting of the District Board duly called, noticed and held on the 15th day of June 2022, and upon motion duly made and seconded:

BE IT RESOLVED AS FOLLOWS:

The Fiscal Year 2022 Annual Budget is hereby amended, the Fiscal Year 2023 Annual Budget is hereby adopted, and the Fund Balance Transfer of Funds for Fiscal Year 2023 Annual Budget, as set forth in the attached exhibit as provided by Utah Code Annotated 17B-1-614. This resolution shall take effect upon passage and posting as required by law.

RESOLVED this 15th day of June, 2022.

[Signature Block on Next Page]

BIG PLAINS WATER AND SEWER SPECIAL SERVICE DISTRICT

Chairman Andy McGinnis

Chairman Andy McGinnis voted _____
Board Member Frank Lindhardt voted _____
Board Member Kevin Sair voted _____
Board Member Barratt Nielson voted _____
Board Member Robin Whitmore voted _____

ATTEST:

Jenna Vizcardo
Clerk

BIG PLAINS WATER AND SEWER SPECIAL SERVICE DISTRICT**RESOLUTION NO. BPW-R-2022-09*****A RESOLUTION PROHIBITING WELL DRILLING***

WHEREAS, Apple Valley Town (the “Town”) duly created by Resolution No. 2011-25 and pursuant to the provisions of Article XI, Section 7 of the Utah Constitution and Utah Code Annotated, §17D-1-101, *et seq* the special service district called the Big Plains Water and Sewer Special Service District (the “District”).

WHEREAS, Utah Code Annotated, §17D-1-101, (the “Special Service District Act”) states that the District shall be governed by the Town Council as the legislative body, subject to any delegation to an administrative control board.

WHEREAS, the Town, by resolution, previously delegated its rights, powers, and authority in relation to the District to an administrative control board (the “Board”).

WHEREAS, the District is authorized and responsible to ensure that Town culinary water used within the District and provided to Town residents is being done so in a safe, responsible, and sustainable manner; and

WHEREAS, on April 21, 2022, the Governor of the State of Utah, issued Executive Order 2022-04 declaring a state of emergency due to drought conditions throughout the State of Utah.

WHEREAS, the District is concerned that the current drought conditions will result in critical water shortages and require further drastic curtailment measures that would be detrimental to the entire town and cause significant public harm.

WHEREAS, the District is undertaking projects to secure additional water sourcing and storage for culinary use, of which will not be integrated into the District’s water system until 2024; and

WHEREAS, the District finds a compelling, countervailing public interest in prohibiting well drilling within its service area to protect health, safety, and welfare of Apple Valley residents.

NOW, THEREFORE, BE IT RESOLVED by the District Board as follows:

1. Based upon the premises, the Board hereby finds a compelling, countervailing public interest in prohibiting well drilling within its service area, except as set forth within the Well Drilling Policy, attached hereto and integrated as Chapter 14 by this reference. The Board finds this Resolution is necessary to protect the health, safety, and welfare of Apple Valley residents.

2. The Well Drilling Policy shall become effective immediately upon passage and incorporated into the Policy and Procedures Manual as Chapter.

PASSED AND ADOPTED BY THE BOARD ON this 15th day of June, 2022.

BIG PLAINS WATER AND SEWER SPECIAL SERVICE DISTRICT

Chairman Andy McGinnis

Chairman Andy McGinnis voted _____

Board Member Frank Lindhardt voted _____

Board Member Kevin Sair voted _____

Board Member Barratt Nielson voted _____

Board Member Robin Whitmore voted _____

ATTEST:

Jenna Vizcardo
Clerk

CHAPTER 14

14.0 WELL DRILLING POLICY

14.1 Multiple users and well sharing agreements are not allowed on private wells. Wells are for single use only and must be located on the User's property.

14.2 Permit Required; Prohibition Against Drilling or Use of a Water Supply Well.

No person, firm, or corporation or other entity shall drill a well or cause a well to be drilled without applying for and receiving a permit from the Big Plains Water and Sewer Special Service District ("District"). No permit shall be issued until the requisite fee has been paid by the applicant. A person whose property is served by public water supply may not drill or use for any purpose a water supply well where the groundwater which may be pumped by such well.

14.3. Contents of Permit.

A permit application shall be made in writing to the District and shall contain the following information:

- A. The applicant's name, address and telephone number.
- B. The name, address and telephone number of the person, firm, corporation or other entity who will drill the well.
- C. The name of the property owner upon whose property the well will be drilled and, if applicable, authorization to perform the drilling.
- D. An accurate description of the location of where the well will be drilled.
- E. Clear and convincing evidence that the application will not further deplete the District's water supply.
- F. Copies of all documents submitted to the State of Utah showing compliance with existing Utah law.
- G. Approval from the State of Utah to drill the well.

14.4. Emergency When There Is an Existing Well.

Notwithstanding any of the above provisions, a property owner with an existing well may drill a well or drill an existing well deeper and make application for a permit within three business days after drilling a well under the following conditions:

- A. The well fails; and
- B. It is not possible to obtain a permit prior to the well driller's availability to drill and/or redrill or deepen the existing well.

14.5. Reporting the Drilling of a Well After Completion.

Upon the completion of the well, the person, firm or entity drilling the well shall immediately submit to the District all of the information and reports which the person, firm or entity must submit to the State of Utah or any agencies thereof pursuant to the State's laws, rules and regulations.

14.6. Fees.

The fee for a permit shall be \$250 and shall accompany the application for a permit.

14.7 Violations and Penalties.

Any person, firm, corporation, or other entity who shall violate any provisions of this Part, upon conviction thereof in an action brought before a District Court in a manner provided for the enforcement of summary offenses under the Utah Rules of Criminal Procedure, shall be sentenced to pay a fine of not less than \$1,000, plus costs. Each day the violation continues without a permit shall constitute a separate offense.

14.8 Severability Clause.

If any part or provision of this Policy is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Policy and all provisions, clauses and words of this Policy shall be severable.