



**BOARD OF COMMISSIONERS MEETING**  
117 South Main Street, Monticello, Utah 84535. Commission Chambers  
July 18, 2023 at 11:00 AM

---

**AGENDA**

*The public will be able to view the meeting on San Juan County's Facebook live and Youtube channel*

**CALL TO ORDER**

**ROLL CALL**

**INVOCATION**

**PLEDGE OF ALLEGIANCE**

**PUBLIC COMMENT**

*Public comments will be accepted through the following Zoom Meeting <https://us02web.zoom.us/j/3125521102> One tap mobile +16699006833,,3125521102# US (San Jose)*

*There will be a three-minute time limit for each person wishing to comment. If you exceed that three-minute time limit the meeting controller will mute your line.*

**CONSENT AGENDA** (Routine Matters) Mack McDonald, San Juan County Administrator

*The Consent Agenda is a means of expediting the consideration of routine matters. If a Commissioner requests that items be removed from the consent agenda, those items are placed at the beginning of the regular agenda as a new business action item. Other than requests to remove items, a motion to approve the items on the consent agenda is not debatable.*

1. Approval of \$10,646.21 in Small Purchases. \$7,533.59 for Emergency Response Booklets, \$1,882 and \$1,230 for the Public Safety Building Garage Door and HVAC Water Treatment.
2. Approval of the June 15 to July 13, 2023 Check Registers
3. Approval of the Commission & Work Session Meeting Minutes for May 16, 2023
4. Approval of the June 20, 2023 Commission Meeting Minutes
5. Approval of the Commission & Work Session Meeting Minutes for June 6, 2023

**RECOGNITIONS, PRESENTATIONS, AND INFORMATIONAL ITEMS**

6. Post Secondary Correction Education Program Presentation, USU Dr. Sam Arungwa.

## **BUSINESS/ACTION**

7. Consideration and Approval to modify Federal Highway Administration Federal Lands Highway Agreement, TJ Adair, Road Superintendent
8. Consideration and Approval to Purchase Four Pickups For A Total of \$180,179.40 from Labrum Ford, TJ Adair, Road Superintendent
9. Consideration and Approval of the Cooperative Agreement for Consolidated Dispatch in Price, Mack McDonald, Chief Administrative Officer.
10. Consideration and Approval of a Single Event Permit Local Consent - Glamping Canyonlands - October 13-14th, 2023 - Solar Eclipse
11. Consideration and Approval of the 2022 Delinquent Property Tax Sales - Online Auction conducted on behalf of the County by Public Surplus, Inc, Lyman Duncan, County Clerk Auditor
12. CONSIDERATION AND APPROVAL OF RESOLUTION 2023-04 ADOPTING THE 2023 FINAL TAX RATES- Lyman Duncan, Clerk/Auditor
13. Consideration and Approval of San Juan County Health Department Tobacco Contract FY21-FY25 Amendment #6, Grant Sunada, Public Health Director
14. Consideration and Approval of San Juan County Health Department Environmental Service Delivery Plan Contract FY2024, Grant Sunada, Public Health Director
15. Consideration and Approval of the San Juan County Public Health Department WIC Program - San Juan Amendment #6, Grant Sunada, Public Health Director
16. Consideration and Approval of San Juan County Building Resilient Inclusive Communities (BRIC) Amendment #3, Grant Sunada, Public Health Director
17. Consideration and Approval of San Juan County - Utah Indoor Clean Air Act 2023 Agreement with the Utah Department of Health & Human Services, Grant Sunada, Public Health Director
18. Consideration and Approval of the San Juan County Health Department Environmental Health 2023 Agreement with the State of Utah Department of Health & Human Services, Grant Sunada, Public Health Director
19. Consideration and Approval of the 2023 Airport Entitlement Transfer to Escalante Airport, Mack McDonald, Chief Administrative Officer
20. Consideration and Approval of the Library Services and Technology Act Borrower Support Grant Contract, Nicole Perkins, Library Director
21. Consideration and Approval of the San Juan County Children's Justice Center MOU with the State of Utah Attorney General, Mack McDonald, Chief Administrative Officer

## **BOARD OF EQUALIZATION**

22. Consideration and Request to Reconvene Board Of Equalization Hearing - Wilson Arch Properties, LLC - July 18, 2023, Rick Meyer, County Assessor

## **COMMISSION REPORTS**

## **ADJOURNMENT**

\*The Board of San Juan County Commissioners can call a closed meeting at any time during the Regular Session if necessary, for reasons permitted under UCA 52-4-205\*

All agenda items shall be considered as having potential Commission action components and may be completed by an electronic method \*\*In compliance with the Americans with Disabilities Act, persons needing auxiliary communicative aids and services for this meeting should contact the San Juan County Clerk's Office: 117 South Main, Monticello or telephone 435-587-3223, giving reasonable notice\*\*

# PURCHASE ORDER

## San Juan County

117 S. Main Street  
Monticello, UT 84535  
Ph: 435-587-3225



### Purchase From Vendor Name

Printing Center USA  
Street Address  
City, State, Zip  
Phone:  
Attention To :

### Deliver To

Deliver To Name Tammy Gallegos  
Street Address 117 S Main Street  
City, State, Zip Monticello, Utah  
Phone: 435-587-3225  
Attention To :

### Purchase Order

P. O. No# SHSP 7-004  
Date: 06/15/2023  
Your Ref#  
Our Ref#  
Credit Terms

Contract #

Product ID	Description	Quantity	Unit Price	Amount
EM Resource Book	Booklet for the public with response specific information	2,000	3.77	7533.59

### Approval

Department Head: Tammy Gallegos

County Admin: Mack McDonald

Sub Total	
Tax	
Freight	366.20
Balance Due	7,899.79

San Juan County should be tax exempt. Please make sure anything you submit has no tax!



All Products Books Booklets Calendars Catalogs Brochures Samples Help Blog

4.8 Stars | 333 Reviews

Rated #1 for the best quality custom book printing services online in the USA. Print and self-publish soft cover, hardback, paperback, children's, coffee table, picture, art & photography, business, self-help & how to manuals, academic fiction, religious & spiritual, non-fiction textbooks, and more in black and white or vibrant full color on premium gloss, matte, uncoated white, natural, or opaque paper delivered to your doorstep as fast as 3 - 4 days from proof approval. Our printing and binding services include saddle stitch, perfect bound, hardcover, spiral, and wire-o.

Our combination of short run digital and bulk offset printing offers book printers a wide variety of sizes, coating options and gloss and soft touch lamination, and the simplest, easiest, and quickest time at a cost lower than other book printing companies on quantities of 10 to 25,000.

Print-ready PDF files. We also offer our free easy-to-use online photobook maker, design tool to make your own book. Satisfaction Guarantee!

Order Free Design Tool Free Book Templates



Ask A Question

Share Product

Binding:  SADDLE STITCH  PERFECT BOUND  SPIRAL  WIRE-O

Size: 8.5 x 11

Quantity: (Min: 5, Max: 50000) 2000

Booklet Pages: (Min: 28, Max: 800) 56

Ink: (A/C) Full Color Front / Empty Back (Cover Ink) (B/W) Full Color Both Sides (Inside Ink)

Cover Ink: (A/C) Full Color Front / Empty

Inside Ink: (A/A) Full Color Both Sides

Paper: (S/W) Uncoated Cover (Other Papers) (M/L) Recycled Text (Other Papers)

Cover Paper: 80# Uncoated Cover

SUBTOTAL: \$7,533.59  
 \*FREE GROUND SHIPPING (JUNESHIP23) - UP TO \$300.00 OFF  
**Printing Total : \$7,533.59**  
 Unit Price: \$3.77

PROMOTION DETAILS

^

FIRST AID

- Sterile adhesive bandages in assorted sizes
- 2-inch sterile gauze pads (4-6)
- 4-inch sterile gauze pads (4-6)
- Hypoallergenic adhesive tape
- 40" triangular bandages (3)
- 2-inch sterile roller bandages (3 rolls)
- 3-inch sterile roller bandages (3 rolls)
- Scissors and tweezers
- Eye pen (if allergic to bee stings)
- Sewing needles
- Moistened towelettes
- Antiseptic soap
- Antiseptic solution- iodine compounds
- Antibacterial cream, such as Neosporin
- Thermometer
- Tongue depressors (2)

Assemble a 2 week ready kit-Plan to be on your own for at least 2 weeks  
Keep it stocked and rotate items.

- person, extra shoes, rain and winter gear, leather gloves, warm clothes and sturdy shoes.Bedding: Sleeping bags, blankets, tarp.
- First Aid Manual
- Non-prescription medications
- Aspirin or other pain reliever
- Anti-diarrhea medication
- Antacid (upset stomach)
- Benadryl (allergic reactions)
- Laxative
- Syrup of Ipecac (only if advised by Poison Control Center)
- Personal Items



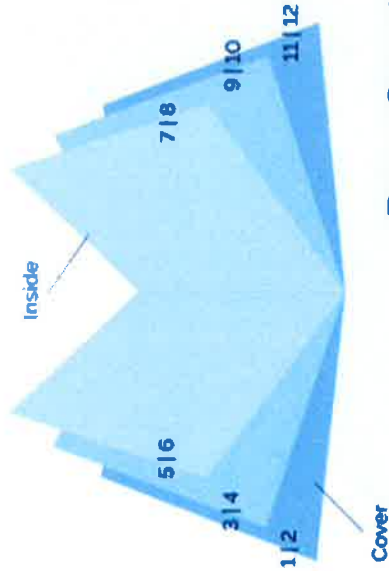
personal and photos, inventory of household

Popular Products

Home / Booklets

# Booklets

★★★★★ 60 Reviews



## Page Count

Captivate customers from cover to cover with custom booklets.

- ✓ Durable paper & card stock options
- ✓ Print 12 to 96 pages, including the cover
- ✓ Size range includes 5.5" x 8.5" and 8.5" x 11"
- ✓ Two binding options: Wire-O or saddle stitch

### » Get Started

- Page Size: ? 8.5" x 11" ▼
- Quantity: ? 2000 ▼
- Paper Type: ? 70 lb Paper Uncoated ▼
- Cover Stock: ? 70 lb Uncoated Paper ▼
- Page Count: ? 56 Pages (Cover+52 pages) ▼
- Printed Side: ? Full Color Both Sides ▼
- Binding: ? Saddle Stitching ▼
- Binding Edge: ? Left Edge Binding ▼
- Production Time: ? 7 Business Days ▼

[Advanced Options](#)

[Mailing Services](#)

[Share](#)

\$4.14 each

**\$8,287.01**

When would you like to upload artwork?

**UPLOAD NOW**

OR

**UPLOAD LATER**

Item 1.

# PURCHASE ORDER

**San Juan County**  
 117 S. Main Street  
 Monticello, UT 84535  
 Ph: 435-587-3225



**Purchase From**

Affordable Openers  
 10473 Artesia Blvd  
 Bellflower, CA, 90706  
 Phone:  
 Attn: Patrick

Deliver To: Samuel Long  
 117 S Main St  
 Monticello, UT, 84535  
 Phone: 435-587-3225 ext 3802  
 Attention To : Samuel Long

P. O. NO# PDB  
 Date: 7/11/2023  
 Your Ref# 2329  
 Our Ref#  
 Credit Terms: Credit Card

Contract #

Product ID	Description	Quantity	Unit Price	Amount
GH75315ROL	Liftmaster GH Heavy Industrial Duty Gear-Reduced Hoist Operator	1	\$1,505.00	\$1,505.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
			Sub Total	\$1,505.00
			Tax	
			Freight	\$377.00
			Balance Due	\$1,882.00

**Approval**

Department Head: *Samuel Long*

County Admin: *Mark McDonald*

San Juan County should be tax exempt. Please make sure anything you submit has no 1

Affordable Openers  
 10473 Artesia Blvd  
 Bellflower, CA 90706

**Estimate** Item 1.

Date	Estimate #
7/6/2023	2329

<b>Name / Address</b>
san Juan county Public safety Building Samuel Long 117 S Main St Monticello, Utah 84535 US

			Terms	Project
MPN	Description	Qty	Rate	Total
gh75315rol	LiftMaster GH Heavy Industrial Duty Gear-Reduced Hoist Operator	1	1,505.00	1,505.00T
	Shipping		377.00	377.00T
	Out-of-state sale, exempt from sales tax		0.00%	0.00
			<b>Total</b>	\$1,882.00

San Juan County / Sam Long  
 117 S Main St  
 Monticello UT 84535  
 United States  
 +1 801-891-5513  
 samlong@sanjuancounty.org

## Quotation # S41525

Quotation Date: 07/06/2023    Expiration: 08/05/2023    Salesperson: Antonio Alfonso

DESCRIPTION	QUANTITY	UNIT PRICE	TAXES	AMOUNT
[LIF-GH753L5] LiftMaster GH 3/4 HP Heavy Industrial-Duty Gear-Reduced Hoist Operator (GH753L5 / Three Phase (208V/230V/460V))	1.000	1,423.45		\$ 1,423.45
[LIF-71-1550B40LGH] Rolling Door Kit Components   LIF-71-1550B40LGH	1.000	48.46		\$ 48.46
[LIF-DOORHEIGHT10] LiftMaster Hoist Operator Door Height - 10 Foot	1.000	0.00		\$ 0.00
[ZSHIP] Shipping Fee	1.000	425.02		\$ 425.02

<b>Subtotal</b>	\$ 1,896.93
<b>Total</b>	\$ 1,896.93

Payment terms: Immediate Payment

# PURCHASE ORDER

**San Juan County**  
 117 S. Main Street  
 Monticello, UT 84535  
 Ph: 435-587-3225



**Purchase From**

Apex Engineering Products  
 1241 Shoreline Drive  
 Aurora, IL, 60504  
 Phone: 630-820-8888  
 Attn:

Deliver To: Samuel Long  
 117 S Main St  
 Monticello, UT, 84535  
 Phone: 435-587-3225 ext 3802  
 Attention To : Samuel Long

P. O. NO# P55  
 Date: 7/11/2023  
 Your Ref#  
 Our Ref#  
 Credit Terms: Credit Card

Contract #

Product ID	Description	Quantity	Unit Price	Amount
RYD05	RydLyme 5 Gallon	12	\$72.00	\$864.00
	Credit Card Fee 3.5%	1	\$41.62	\$41.62
	Pallet	1	\$15.00	\$15.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00

<p>Approval</p> <p>Department Head: <u><i>Samuel Long</i></u></p> <p>County Admin: <u><i>Mack McLeod</i></u></p>		Sub Total	\$920.62
		Tax	
		Freight	\$310.00
		Balance Due	\$1,230.62

San Juan County should be tax exempt. Please make sure anything you submit has no t





Date: 07/11/2023  
 Company: SAN JUAN COUNTY  
 Ship To: MONTICELLO, UT 84535  
 Name: SAM LONG  
 Email: SAMLONG@SANJUANCOUNTY.ORG  
 Telephone: 801-891-5513  
 Acct. No: NEW  
 Completed By: ERIC DOOLEY (EMD@RYDLYME.COM)

<b>RYDLYME</b>				
Container Size	Apex Part No.	Price Each	Quantity	Extended
1 gallon bottle	RYD01	\$18.95		
4 gallon case	RYD04	\$64.00		
5 gallon jug	RYD05	\$72.00	12	\$864.00
30 gallon drum	RYD30P	\$420.00		
55 gallon drum	RYD55P	\$765.00		
330 gallon tote	RYD330	\$4,420.00		

<b>PUMPS</b>				
Model	Apex Part No.	Price Each	Quantity	Extended
¾" PUMPMASTER	PMP 115	\$895.00		
10 MDO	10 MDO	\$1,195.00		
15 MDO	15 MDO	\$1,250.00		
10 MDC	10 MDC	\$1,995.00		
10 CIP	10 CIP	\$4,295.00		
15 MDC	15 MDC	\$4,495.00		
CAM LOCK ADAPTER	PV2-CAMRED015	\$36.00		
EXTRA 1" HOSE	P-10 HOSE	\$42.00		
EXTRA 1.5" HOSE	P-15 HOSE	\$140.00		
TANKLESS CLEANING KIT	RTK 350	\$199.95		
75 LDP	BPH PUMP	\$1,395.00		
PALLET	PALLET	\$15.00	1	\$15.00

SHIPPING TO ZIP CODE: 84535	\$310.00
SUB-TOTAL	\$1,189.00
3.5% CREDIT CARD FEE	\$41.62
<b>TOTAL (Sales tax not included)</b>	<b>\$1,230.62</b>

**Sales tax additional if applicable which will affect the 3.5% credit card fee**

- All shipments are FOB Aurora, IL 60504
- Freight quotes are valid for 5 days due to variances in fuel surcharges.
- Freight quote does not include accessorial charges such as lift gate, call before delivery, customs broker fees, duties, entry fees, etc. unless specified.
- Our terms are Net 30 once approved; please state on your purchase order.
- We accept credit cards with a 3.5% transaction fee
- Correct pricing, receiving hours, and site contact information must be included in purchase order.
- Send orders to [orders@rydlyme.com](mailto:orders@rydlyme.com)





# Checkout

Online purchases are **only available to customers in the Continental United States**. If you're outside this area, please call us at 817-447-9898 to order.

**IMPORTANT:** If you will require a lift gate to have your order delivered, make sure you have chosen the "Lift Gate" shipping option below.

Returning customer? [Click here to login](#)

## Billing details

First name \*

Samuel

Last name \*

Long

Company name \*

San Juan County

How did you hear about us? \*

Website x

Country \*

**United States (US)**

Street address \*

Item 1.

**Product** **Subtotal**

Dynamic Descaler® - 5 Gallon  
× 10 \$1,460.00

**Subtotal** **\$1,460.00**

**Shipping**  
 **Standard Shipping: \$25.00**  
 **Lift Gate Needed: \$75.00**  
 **Free shipping (available with \$65 minimum order)**

**Total** **\$1,485.00**

Credit Card



Pay securely using your credit card.

Card Number \*

.....

Expiration (MM/YY) \*

MM / YY

Card Security Code \*

CSC

Your personal data will be used to process your order, support your experience throughout this website, and for other purposes described in our [privacy policy](#).

I have read and agree to the website [terms and conditions](#) \*

Captcha \*

Item 1.



[Back To Cart](#)

### Checkout

1 product(s) currently backordered.

#### Order Summary

Subtotal \$1,779.

FREE

Estimated Total

#### Purchase Order Number

PO Number

Availability, shown final until you checkout

#### Shipping Method

- Ground - Standard FREE  
Order arrives on Mon. Jul 24 - Thu. Jul 27.
- Expedited - via 2 Day Air \$1,448.65  
Order arrives on Thu. Jul 13.
- Rush - via 1 Day Air \$1,720.26  
Order arrives on Wed. Jul 12.

#### Carrier Options

Preferred Carrier: Use Best Carrier

#### Payment Method

My Grainger Account

[Change](#)



#### Shipping Label / Packing List

[Show More Fields](#)

PO Release #  Optional

Project/Job  Optional

#### My Products

#### Reference Info



NU-CALGON  
Scale Remover: 5 gal Size, Liquid, Clear  
Item # 55VE73

Qty  
10

Your Price  
\$177.94 / each  
Total \$1,779.40

Availability  
Expected to arrive Mon. Jul 24 - Thu. Jul 27.  
This item requires special shipping, additional charges may apply.

**San Juan County  
Check Register  
All Bank Accounts - 06/15/2023 to 07/13/2023**

<u>Payee Name</u>	<u>Reference Number</u>	<u>Invoice Number</u>	<u>Invoice Ledger Date</u>	<u>Payment Date</u>	<u>Amount</u>	<u>Description</u>	<u>Ledger Account</u>	<u>Activity Code</u>
Abbott Laboratories	125518	616994121	06/21/2023	06/22/2023	1,060.00	SJC Aging	104679610 - Miscellaneous Supplies	
Abbott Laboratories	125693	617124866	07/10/2023	07/12/2023	193.60	SJC Aging	104679610 - Miscellaneous Supplies	
					<b>\$1,253.60</b>			
Ace Interdiction Tactics	125543	23F08-T-032	06/27/2023	06/28/2023	279.00	Sheriff's Office	104211230 - Travel Expense	
					<b>\$279.00</b>			
Acumen Fiscal Agent LLC	125531	41082	06/21/2023	06/22/2023	2,238.92	SJC Aging	104685615 - Contracts	
Acumen Fiscal Agent LLC	125531	MAY23FEES	06/21/2023	06/22/2023	285.00	SJC Aging	104685615 - Contracts	
					<b>\$2,523.92</b>			
Acumen Fiscal Agent LLC	125694	41429,41517,415	07/10/2023	07/12/2023	3,415.13	SJC Aging	104685615 - Contracts	
Acumen Fiscal Agent LLC	125694	JUNE23FEES	07/10/2023	07/12/2023	285.00	SJC Aging	104685615 - Contracts	
					<b>\$3,700.13</b>			
					<b>\$6,224.05</b>			
Adair, Todd	125472	296R22	07/07/2022	06/22/2023	80.00	BOOT REIMBURSEMENT	214414620 - Miscellaneous Services	
					<b>\$80.00</b>			
Amazon Capital Services	125520	1GJ3-C9MT-CWV	06/21/2023	06/22/2023	1,049.00	SJC Public Health	255335.240 - Crisis Response Workfor	
Amazon Capital Services	125520	1HHX-64JL-1Q9X	06/16/2023	06/22/2023	45.94	SJC Public Health	255007.240 - Indirect Admin Office exp	
Amazon Capital Services	125520	1MDY-133J-H7M	06/20/2023	06/22/2023	39.26	SJC Road Dept	214412251 - Gas, Oil and Grease	
					<b>\$1,134.20</b>			
Amazon Capital Services	125544	17HX-XY7M-V3X	06/27/2023	06/28/2023	840.32	SJC Aging	104686610 - Miscellaneous Supplies	
Amazon Capital Services	125544	1MKR-1JXK-Q3Y	06/26/2023	06/28/2023	1,765.83	SJC Aging	104686610 - Miscellaneous Supplies	
Amazon Capital Services	125544	1NKN-79VW-1G	06/27/2023	06/28/2023	382.21	SJC Road Dept	104256480 - Special Department Suppl	
					<b>\$2,988.36</b>			
Amazon Capital Services	125625	1JH9-J4HJ-KQK	07/03/2023	07/07/2023	105.86	SJC Road Dept	214412250 - Equipment Operation	
Amazon Capital Services	125695	1JGN-YFT3-C41	06/30/2023	07/12/2023	980.29	Public Health	255193.480 - Home Visiting - PAT Spec	
					<b>\$5,208.71</b>			
Ancient Wayves River and Hiking Ad	125624	1189	07/06/2023	07/07/2023	101.04	SJC EC DEV	104193480 - Special Department Suppl	
					<b>\$101.04</b>			
Apex Screen Print	125517	303699	06/21/2023	06/22/2023	422.23	SJC EC DEV	104193490 - Advertising and Promotion	
Apex Screen Print	125517	303700	06/21/2023	06/22/2023	575.71	SJC EC DEV	104193490 - Advertising and Promotion	
					<b>\$997.94</b>			
					<b>\$997.94</b>			
Asphalt Systems Inc.	125542	35984	06/20/2023	06/22/2023	97,669.56	SJC Road Dept	214414410 - Road Supplies	
Asphalt Systems Inc.	125542	35992	06/16/2023	06/22/2023	97,816.34	SJC Road Dept	214414410 - Road Supplies	
Asphalt Systems Inc.	125542	36003	06/16/2023	06/22/2023	32,706.88	SJC Road Dept	214414410 - Road Supplies	
Asphalt Systems Inc.	125542	36010	06/16/2023	06/22/2023	37,219.68	SJC Road Dept	214414410 - Road Supplies	
					<b>\$265,412.46</b>			
Asphalt Systems Inc.	125691	35946	07/07/2023	07/07/2023	64,801.58	SJC Road Dept	214414410 - Road Supplies	
Asphalt Systems Inc.	125691	35967	07/07/2023	07/07/2023	163,326.76	SJC Road Dept	214414410 - Road Supplies	
Asphalt Systems Inc.	125691	36019	07/03/2023	07/07/2023	33,270.40	SJC Road Dept	214414410 - Road Supplies	
					<b>\$261,398.74</b>			
					<b>\$526,811.20</b>			
Begay, Roland	125545	309	06/26/2023	06/28/2023	80.00	Medical Transportation Voucher	104672615 - Contracts	
					<b>\$80.00</b>			

**San Juan County  
Check Register  
All Bank Accounts - 06/15/2023 to 07/13/2023**

<u>Payee Name</u>	<u>Reference Number</u>	<u>Invoice Number</u>	<u>Invoice Ledger Date</u>	<u>Payment Date</u>	<u>Amount</u>	<u>Description</u>	<u>Ledger Account</u>	<u>Activity Code</u>
Benally, Sage	125612	SB06192023	07/07/2023	07/07/2023	20.00	MEAL REIMBURSEMENT	264350230 - Travel Expense	
					<b>\$20.00</b>			
Benn, Lyandra	125490	LB06112023	06/20/2023	06/22/2023	116.00	travel reimbursement	104230230 - Travel Expense	
Benn, Lyandra	125494	LB06162023	06/22/2023	06/22/2023	116.00	travel reimbursement	104230230 - Travel Expense	
Benn, Lyandra	125634	LB06232023	07/07/2023	07/07/2023	116.00	travel reimbursement	104230230 - Travel Expense	
Benn, Lyandra	125634	LB06282023	07/07/2023	07/07/2023	87.00	travel reimbursement	104230230 - Travel Expense	
					<b>\$203.00</b>			
					<b>\$435.00</b>			
Bethea, Derek	125476	DB06122023	06/20/2023	06/22/2023	91.00	Travel Reimbursement	104230230 - Travel Expense	
					<b>\$91.00</b>			
Bishop Lifting	125678	GRA_PSI001085	07/06/2023	07/07/2023	2,267.02	Road	214412250 - Equipment Operation	
					<b>\$2,267.02</b>			
Black, Kristin	125696	20230707165006	07/10/2023	07/12/2023	75.00	SJC Aging	104673610 - Miscellaneous Supplies	
					<b>\$75.00</b>			
Blanding City	125512	20230616103105	06/20/2023	06/22/2023	190.77	501820007	104163270 - Utilities	
Blanding City	125512	20230616103105	06/20/2023	06/22/2023	488.49	501640001 Blanding Library	724168270 - Utilities	
					<b>\$679.26</b>			
Blanding City	125672	20230628142109	07/07/2023	07/07/2023	180.08	500790001 Blanding Ambulance Garage	264350270 - Utilities	
Blanding City	125672	20230629-16414	07/06/2023	07/07/2023	744.98	551750001 - 1091 S MAIN ST	214414270 - Utilities	
Blanding City	125672	20230629-16414	07/06/2023	07/07/2023	65.48	551750001 - 1091 S MAIN ST	214414270 - Utilities	
Blanding City	125672	20230630160220	07/06/2023	07/07/2023	487.54	501683003 Blanding Senior Center	104672270 - Utilities	
					<b>\$1,478.08</b>			
Blanding City	125697	20230707142456	07/11/2023	07/12/2023	135.96	501820007	104163270 - Utilities	
					<b>\$2,293.30</b>			
Blue Mountain Foods	125519	118869	06/21/2023	06/22/2023	21.36	SJC Aging	104677323 - Meals - Monticello	
Blue Mountain Foods	125519	118870	06/21/2023	06/22/2023	81.00	SJC Aging	104677329 - Meals - Bluff	
Blue Mountain Foods	125519	118878	06/21/2023	06/22/2023	17.85	SJC Aging	104678323 - Meals - Monticello	
Blue Mountain Foods	125519	118887	06/21/2023	06/22/2023	23.92	SJC Aging	104677323 - Meals - Monticello	
Blue Mountain Foods	125519	118888	06/21/2023	06/22/2023	11.96	SJC Aging	104677328 - Meals - La Sal	
Blue Mountain Foods	125519	118892	06/21/2023	06/22/2023	5.86	SJC Aging	104678323 - Meals - Monticello	
Blue Mountain Foods	125519	118905	06/21/2023	06/22/2023	12.79	SJC Aging	104677323 - Meals - Monticello	
Blue Mountain Foods	125519	118920	06/21/2023	06/22/2023	36.63	SJC Aging	104678323 - Meals - Monticello	
Blue Mountain Foods	125519	118929	06/21/2023	06/22/2023	8.68	SJC Aging	104677323 - Meals - Monticello	
Blue Mountain Foods	125519	118936	06/21/2023	06/22/2023	21.11	SJC Aging	104678323 - Meals - Monticello	
Blue Mountain Foods	125519	118946	06/21/2023	06/22/2023	107.28	SJC Aging	104677323 - Meals - Monticello	
Blue Mountain Foods	125519	118950	06/21/2023	06/22/2023	60.03	SJC Aging	104677329 - Meals - Bluff	
Blue Mountain Foods	125519	118987	06/21/2023	06/22/2023	19.37	SJC Aging	104678323 - Meals - Monticello	
Blue Mountain Foods	125519	118994	06/21/2023	06/22/2023	42.74	SJC Aging	104678328 - Meals - La Sal	
Blue Mountain Foods	125519	118998	06/21/2023	06/22/2023	20.12	SJC Aging	104677323 - Meals - Monticello	
Blue Mountain Foods	125519	118999	06/21/2023	06/22/2023	14.17	SJC Aging	104678323 - Meals - Monticello	
Blue Mountain Foods	125519	119001	06/21/2023	06/22/2023	75.75	SJC Aging	104678329 - Meals - Bluff	
Blue Mountain Foods	125519	119023	06/21/2023	06/22/2023	34.19	SJC Aging	104677323 - Meals - Monticello	
Blue Mountain Foods	125519	119052	06/21/2023	06/22/2023	115.40	SJC Aging	104677329 - Meals - Bluff	
Blue Mountain Foods	125519	119265	06/20/2023	06/22/2023	31.96	SJC Road Dept	214414140 - Other Employee Benefits	
Blue Mountain Foods	125519	119398	06/22/2023	06/22/2023	19.17	SJC Jail	104230480 - Kitchen Food	
Blue Mountain Foods	125519	119431	06/22/2023	06/22/2023	139.75	SJC Jail	104230480 - Kitchen Food	
Blue Mountain Foods	125519	119432	06/22/2023	06/22/2023	150.96	SJC Jail	104230480 - Kitchen Food	
					<b>\$1,072.05</b>			

**San Juan County  
Check Register  
All Bank Accounts - 06/15/2023 to 07/13/2023**

<u>Payee Name</u>	<u>Reference Number</u>	<u>Invoice Number</u>	<u>Invoice Ledger Date</u>	<u>Payment Date</u>	<u>Amount</u>	<u>Description</u>	<u>Ledger Account</u>	<u>Activity Code</u>
Blue Mountain Foods	125546	117951	06/26/2023	06/28/2023	24.76	Monticello Library	724581620 - Special Programs	
Blue Mountain Foods	125546	118980	06/27/2023	06/28/2023	85.75	SJC Sheriff Dept.	104230480 - Kitchen Food	
Blue Mountain Foods	125546	119092	06/27/2023	06/28/2023	51.53	La Sal Senior Center	104677328 - Meals - La Sal	
Blue Mountain Foods	125546	119097	06/27/2023	06/28/2023	86.48	Bluff Senior Center	104678329 - Meals - Bluff	
Blue Mountain Foods	125546	119138	06/27/2023	06/28/2023	57.06	Monticello Senior Center	104678323 - Meals - Monticello	
Blue Mountain Foods	125546	119169	06/27/2023	06/28/2023	77.38	Bluff Senior Center	104677329 - Meals - Bluff	
Blue Mountain Foods	125546	119184	06/27/2023	06/28/2023	18.57	La Sal Senior Center	104677328 - Meals - La Sal	
Blue Mountain Foods	125546	119191	06/27/2023	06/28/2023	28.86	Monticello Senior Center	104677323 - Meals - Monticello	
Blue Mountain Foods	125546	119199	06/27/2023	06/28/2023	43.31	La Sal Senior Center	104677328 - Meals - La Sal	
Blue Mountain Foods	125546	119202	06/27/2023	06/28/2023	53.18	Monticello Senior Center	104678323 - Meals - Monticello	
Blue Mountain Foods	125546	119218	06/27/2023	06/28/2023	99.98	Bluff Senior Center	104678329 - Meals - Bluff	
Blue Mountain Foods	125546	119226	06/27/2023	06/28/2023	16.78	Monticello Senior Center	104677323 - Meals - Monticello	
Blue Mountain Foods	125546	119229	06/27/2023	06/28/2023	44.14	La Sal Senior Center	104678328 - Meals - La Sal	
Blue Mountain Foods	125546	119231	06/27/2023	06/28/2023	47.68	Monticello Senior Center	104678323 - Meals - Monticello	
Blue Mountain Foods	125546	119241	06/27/2023	06/28/2023	28.72	Monticello Senior Center	104677323 - Meals - Monticello	
Blue Mountain Foods	125546	119246	06/27/2023	06/28/2023	11.33	La Sal Senior Center	104677328 - Meals - La Sal	
Blue Mountain Foods	125546	119248	06/27/2023	06/28/2023	72.94	Bluff Senior Center	104677329 - Meals - Bluff	
Blue Mountain Foods	125546	119262	06/27/2023	06/28/2023	29.30	Monticello Senior Center	104678323 - Meals - Monticello	
Blue Mountain Foods	125546	119269	06/27/2023	06/28/2023	20.00	Monticello Senior Center	104677323 - Meals - Monticello	
					<u>\$897.75</u>			
Blue Mountain Foods	125621	118923	07/07/2023	07/07/2023	88.94	SJC Aging	104678329 - Meals - Bluff	
Blue Mountain Foods	125621	119478	07/06/2023	07/07/2023	3.87	SJC Sheriff Dept.	104230480 - Kitchen Food	
					<u>\$92.81</u>			
Blue Mountain Foods	125698	119495	07/10/2023	07/12/2023	86.50	SJC Sheriff Dept.	104230480 - Kitchen Food	
Blue Mountain Foods	125698	119514	07/10/2023	07/12/2023	40.80	SJC Sheriff Dept.	104230480 - Kitchen Food	
Blue Mountain Foods	125698	119517	07/10/2023	07/12/2023	9.78	SJC Sheriff Dept.	104230480 - Kitchen Food	
Blue Mountain Foods	125698	119555	07/10/2023	07/12/2023	9.98	SJC Sheriff Dept.	104230480 - Kitchen Food	
Blue Mountain Foods	125698	119558	07/10/2023	07/12/2023	467.18	SJC Sheriff Dept.	104230480 - Kitchen Food	
					<u>\$614.24</u>			
					<b>\$2,676.85</b>			
Blue Mountain Meats Inc.	125479	5052023	06/16/2023	06/22/2023	51.00	Bluff Senior Center	104677329 - Meals - Bluff	
Blue Mountain Meats Inc.	125479	5052023	06/16/2023	06/22/2023	51.00	Bluff Senior Center	104678329 - Meals - Bluff	
					<u>\$102.00</u>			
Blue Mountain Meats Inc.	125699	434513	07/10/2023	07/12/2023	71.74	Bluff Senior Center	104677329 - Meals - Bluff	
Blue Mountain Meats Inc.	125699	434513	07/10/2023	07/12/2023	71.75	Bluff Senior Center	104678329 - Meals - Bluff	
					<u>\$143.49</u>			
					<b>\$245.49</b>			
Blue Mountain Nursery	125700	SJC Courthouse	07/11/2023	07/12/2023	290.19	SJC Admin	104161260 - Buildings and Grounds	
					<u>\$290.19</u>			
Bluff Water Works	125547	9800	06/26/2023	06/28/2023	50.00	Bluff Fire Sation	104225270 - Utilities	
					<u>\$50.00</u>			
Booking Entertainment Inc.	125764	20230712151856	07/12/2023	07/12/2023	15,500.00	Fair Concert	104620620 - Miscellaneous Services	
					<u>\$15,500.00</u>			
Books By The Bushel	125548	31916	06/27/2023	06/28/2023	970.65	7432 - San Juan Public Health	255193.480 - Home Visiting - PAT Spec	
Books By The Bushel	125701	31942	06/30/2023	07/12/2023	999.25	7432 - San Juan Public Health	255193.480 - Home Visiting - PAT Spec	
					<u>\$1,969.90</u>			
Bound Tree Medical LCC	125664	84980094	07/07/2023	07/07/2023	790.56	SJC Ambulance Service	264350610 - Miscellaneous Supplies	

**San Juan County  
Check Register  
All Bank Accounts - 06/15/2023 to 07/13/2023**

<u>Payee Name</u>	<u>Reference Number</u>	<u>Invoice Number</u>	<u>Invoice Ledger Date</u>	<u>Payment Date</u>	<u>Amount</u>	<u>Description</u>	<u>Ledger Account</u>	<u>Activity Code</u>
Bound Tree Medical LCC	125664	84981903	07/07/2023	07/07/2023	39.96	SJC Ambulance Service	264350610 - Miscellaneous Supplies	
					\$830.52			
					<b>\$830.52</b>			
Bradford Tire	125474	73071	06/20/2023	06/22/2023	80.49	SJC SHERIFF	104210251 - Gas, Oil and Grease	
Bradford Tire	125617	73287	07/03/2023	07/07/2023	37.80	SJC Road Dept	214412251 - Gas, Oil and Grease	
Bradford Tire	125617	73301	07/03/2023	07/07/2023	14.28	SJC Road Dept	214412251 - Gas, Oil and Grease	
					\$52.08			
					<b>\$132.57</b>			
Bradford, David P.	125611	DB06192023	07/07/2023	07/07/2023	20.00	Meal Reimbursement	264350230 - Travel Expense	
					<b>\$20.00</b>			
Brantley Distributing LLC.	125507	23196960	06/16/2023	06/22/2023	381.00	SJC Road	214412251 - Gas, Oil and Grease	
Brantley Distributing LLC.	125507	23197320	06/20/2023	06/22/2023	9.75	SJC Road	214412251 - Gas, Oil and Grease	
Brantley Distributing LLC.	125507	23197320	06/20/2023	06/22/2023	122.55	SJC Road	214412250 - Equipment Operation	
					\$513.30			
Brantley Distributing LLC.	125549	23198790	06/27/2023	06/28/2023	508.80	SJC Road	214412250 - Equipment Operation	
					<b>\$1,022.10</b>			
Brooks, Ginnie	125461	GB06172023	06/21/2023	06/22/2023	28.82	Travel Reimbursement	724581230 - Travel Expense	
					<b>\$28.82</b>			
Carhart Feed & Seed Inc.	125550	523539	06/27/2023	06/28/2023	349.09	SJC Road	214412250 - Equipment Operation	
					<b>\$349.09</b>			
Carlson, Haygen	125651	HCarlson0627202	07/06/2023	07/07/2023	500.00	Queen Prize	104625240 - Office Expense	
					<b>\$500.00</b>			
Carter, Christy	125647	1026	07/07/2023	07/07/2023	420.00	San Juan Public Health	255335.310 - Crisis Response Professi	
					<b>\$420.00</b>			
Certified Laboratories	125510	8248534	06/20/2023	06/22/2023	196.29	SJC Road Dept.	214412250 - Equipment Operation	
Certified Laboratories	125510	8248534	06/20/2023	06/22/2023	404.36	SJC Road Dept.	214412251 - Gas, Oil and Grease	
					\$600.65			
					<b>\$600.65</b>			
Chamberlain, Ramona	125468	RC06092023	06/20/2023	06/22/2023	50.00	Library Board Meeting	724580620 - Miscellaneous Services	
					<b>\$50.00</b>			
Cintas Corporation #108	125487	4156774496	06/20/2023	06/22/2023	42.87	SJC Road Dept	102229000 - Other Deductions Payable	
Cintas Corporation #108	125487	4156774496	06/20/2023	06/22/2023	54.58	SJC Road Dept	214414260 - Buildings and Grounds	
Cintas Corporation #108	125487	4157287442	06/20/2023	06/22/2023	42.87	SJC Road Dept	102229000 - Other Deductions Payable	
Cintas Corporation #108	125487	4157287442	06/20/2023	06/22/2023	54.58	SJC Road Dept	214414260 - Buildings and Grounds	
					\$194.90			
Cintas Corporation #108	125551	4158143354	06/27/2023	06/28/2023	97.45	SJC Road Dept	214414260 - Buildings and Grounds	
Cintas Corporation #108	125551	4158849385	06/27/2023	06/28/2023	42.87	SJC Road Dept	102229000 - Other Deductions Payable	
Cintas Corporation #108	125551	4158849385	06/27/2023	06/28/2023	54.58	SJC Road Dept	214414260 - Buildings and Grounds	
					\$194.90			
Cintas Corporation #108	125623	4159547544	07/03/2023	07/07/2023	42.87	SJC Road Dept	102229000 - Other Deductions Payable	
Cintas Corporation #108	125623	4159547544	07/03/2023	07/07/2023	54.58	SJC Road Dept	214414260 - Buildings and Grounds	
					\$97.45			
					<b>\$487.25</b>			

**San Juan County  
Check Register  
All Bank Accounts - 06/15/2023 to 07/13/2023**

<u>Payee Name</u>	<u>Reference Number</u>	<u>Invoice Number</u>	<u>Invoice Ledger Date</u>	<u>Payment Date</u>	<u>Amount</u>	<u>Description</u>	<u>Ledger Account</u>	<u>Activity Code</u>
City Center Sound and Stage	125685	20230629160540	07/06/2023	07/07/2023	4,275.00	Stage and Lights Deposit	104620620 - Miscellaneous Services	
					<b>\$4,275.00</b>			
Clark, Sharmayne	125702	20230707165604	07/10/2023	07/12/2023	560.00	Alternatives	104679615 - Contracts	
					<b>\$560.00</b>			
Coast to Coast Solutions	125655	IVC0109202	07/06/2023	07/07/2023	542.73	SJC Sheriff - CSD84535	104210480 - Special Department Suppl	
					<b>\$542.73</b>			
Codale Electric Supply Inc.	125639	S8067760.001	07/07/2023	07/07/2023	259.03	San Juan Public Health	255007.260 - Indirect Admin Buildings	
					<b>\$259.03</b>			
Collins, Catherine	125703	20230707165623	07/10/2023	07/12/2023	560.00	Alternatives	104679615 - Contracts	
					<b>\$560.00</b>			
Country Comfort Holdings LLC	125704	7403	06/27/2023	07/12/2023	295.80	SJC ROAD	214414615 - Contracts	
					<b>\$295.80</b>			
CPI Foods Inc	125553	6082347	06/26/2023	06/28/2023	566.05	SJC Aging	104679610 - Miscellaneous Supplies	
CPI Foods Inc	125553	6082347	06/26/2023	06/28/2023	1,975.62	SJC Aging	104680610 - Miscellaneous Supplies	
					<b>\$2,541.67</b>			
Crater, Adriann	125492	AC06092023	06/20/2023	06/22/2023	116.00	Travel Reimbursement	104230230 - Travel Expense	
Crater, Adriann	125495	AC06122023	06/22/2023	06/22/2023	116.00	Travel Reimbursement	104230230 - Travel Expense	
Crater, Adriann	125620	AC06232023	07/07/2023	07/07/2023	87.00	Travel Reimbursement	104230230 - Travel Expense	
					<b>\$319.00</b>			
D.W.R. Help Stop Poaching	125665	103511_052023	07/07/2023	07/07/2023	444.45	Restitution Case # 221100173	103511000 - Justice Court Fines	
D.W.R. Help Stop Poaching	125665	103511_062023	07/07/2023	07/07/2023	444.45	Restitution Case # 221100173	103511000 - Justice Court Fines	
					<b>\$888.90</b>			
Delta Rigging & Tools Inc.	125554	GRA_PSI001081	06/27/2023	06/28/2023	45.00	SJC Road	214412250 - Equipment Operation	
					<b>\$45.00</b>			
Dept of Health and Human Services	125482	23FN000297	06/16/2023	06/22/2023	114.00	San Juan Public Health	255013.980 - Vital Statistics Intergover	
Dept of Health and Human Services	125555	23L0001262	06/27/2023	06/28/2023	295.50	San Juan Public Health	255740.310 - State LHD Eviron Profess	
					<b>\$409.50</b>			
Dominion Energy	125538	20230621074802	06/22/2023	06/22/2023	1,190.70	6843860000 117 S Main	104161270 - Utilities	
Dominion Energy	125538	20230621074802	06/22/2023	06/22/2023	4,261.42	6843860000 117 S Main	104161270 - Utilities	
Dominion Energy	125538	20230621074802	06/22/2023	06/22/2023	2,438.98	6843860000 117 S Main	104161270 - Utilities	
Dominion Energy	125538	20230621074802	06/22/2023	06/22/2023	1,892.15	6843860000 117 S Main	104161270 - Utilities	
Dominion Energy	125538	20230621074802	06/22/2023	06/22/2023	712.20	6843860000 117 S Main	104161270 - Utilities	
					<b>\$10,495.45</b>			
Dominion Energy	125556	20230622-16051	06/27/2023	06/28/2023	69.37	3617789388 885 E Center	214414270 - Utilities	
Dominion Energy	125679	20230629160540	07/06/2023	07/07/2023	18.47	0922180000 835 E Central Fair	104620270 - Utilities	
Dominion Energy	125679	20230629160540	07/03/2023	07/07/2023	9.70	7624767442 881 E Center	104225270 - Utilities	
Dominion Energy	125679	20230629160540	07/03/2023	07/07/2023	64.45	6843860000 117 S Main	104161270 - Utilities	
Dominion Energy	125679	20230629160540	07/03/2023	07/07/2023	13.17	2922180000 835 E Central Book	104161270 - Utilities	



**San Juan County  
Check Register  
All Bank Accounts - 06/15/2023 to 07/13/2023**

<u>Payee Name</u>	<u>Reference Number</u>	<u>Invoice Number</u>	<u>Invoice Ledger Date</u>	<u>Payment Date</u>	<u>Amount</u>	<u>Description</u>	<u>Ledger Account</u>	<u>Activity Code</u>
Dominion Energy	125679	20230629160540	07/03/2023	07/07/2023	71.39	3153860000 264 S 100 E	104165270 - Utilities	
Dominion Energy	125679	20230629160540	07/03/2023	07/07/2023	6.54	7643860000 80 N Main St	724167270 - Utilities	
Dominion Energy	125679	20230629160540	07/03/2023	07/07/2023	53.90	8743860000 96 W 100 S	264350270 - Utilities	
Dominion Energy	125679	20230629160540	07/03/2023	07/07/2023	2,028.16	6353860000 297 S Main	104166270 - Utilities	
Dominion Energy	125679	20230630160248	07/06/2023	07/07/2023	56.93	6063860000 Central Rd	104255270 - Utilities	
Dominion Energy	125679	20230630160302	07/06/2023	07/07/2023	52.26	6063860000 Central Rd	104255270 - Utilities	
					<u>\$2,374.97</u>			
					<b>\$12,939.79</b>			
DTS - State of Utah	125523	20230616103217	06/20/2023	06/22/2023	694.25	SJC Sheriffs Office	104232310 - Professional and Technica	
DTS - State of Utah	125523	DTS_02282023	06/22/2023	06/22/2023	779.31	SJC Attorney	104145482 - Law Library Supplies	
					<u>\$1,473.56</u>			
					<b>\$1,473.56</b>			
Earthgrains Baking Company	125483	85272290002269	06/20/2023	06/22/2023	66.00	SJC Sheriff	104230480 - Kitchen Food	
Earthgrains Baking Company	125483	85272290002308	06/22/2023	06/22/2023	66.00	SJC Jail	104230480 - Kitchen Food	
					<u>\$132.00</u>			
Earthgrains Baking Company	125705	85272290002358	07/11/2023	07/12/2023	66.00	SJC Jail	104230480 - Kitchen Food	
Earthgrains Baking Company	125705	85272290002408	07/11/2023	07/12/2023	66.00	SJC Sheriff	104230480 - Kitchen Food	
					<u>\$132.00</u>			
					<b>\$264.00</b>			
EFTPS - IRS	EFT	PR052823-575	06/09/2023	06/22/2023	28.42	Federal Income Tax	102222000 - Federal Tax W/H Payable	
EFTPS - IRS	EFT	PR052823-575	06/09/2023	06/22/2023	43.94	Medicare Tax	102221000 - FICA Payable	
EFTPS - IRS	EFT	PR052823-575	06/09/2023	06/22/2023	187.86	Social Security Tax	102221000 - FICA Payable	
EFTPS - IRS	EFT	PR061123-575	06/16/2023	06/22/2023	9,728.16	Medicare Tax	102221000 - FICA Payable	
EFTPS - IRS	EFT	PR061123-575	06/16/2023	06/22/2023	22,125.01	Federal Income Tax	102222000 - Federal Tax W/H Payable	
EFTPS - IRS	EFT	PR061123-575	06/16/2023	06/22/2023	41,596.32	Social Security Tax	102221000 - FICA Payable	
EFTPS - IRS	EFT	PR062523-575	06/30/2023	07/06/2023	11,187.28	Medicare Tax	102221000 - FICA Payable	
EFTPS - IRS	EFT	PR062523-575	06/30/2023	07/06/2023	30,204.72	Federal Income Tax	102222000 - Federal Tax W/H Payable	
EFTPS - IRS	EFT	PR062523-575	06/30/2023	07/06/2023	47,835.54	Social Security Tax	102221000 - FICA Payable	
					<u>\$162,937.25</u>			
					<b>\$162,937.25</b>			
Election Systems & Software LLC	125557	CD2061204	06/27/2023	06/28/2023	170.00	SJC Election Equipment	104173310 - Professional and Technica	
					<u>\$170.00</u>			
Emery Telcom	125502	20230616121700	06/21/2023	06/22/2023	211.81	3514200 SJC Blanding Seniors	104672270 - Utilities	
Emery Telcom	125502	20230616121717	06/21/2023	06/22/2023	200.81	3514200 SJC Blanding Seniors	104255270 - Utilities	
					<u>\$412.62</u>			
Emery Telcom	125663	20230628142145	07/07/2023	07/07/2023	365.32	3431000 SJC EMS	264350280 - Telephone	
Emery Telcom	125663	20230630160229	07/06/2023	07/07/2023	200.81	988500 - SJC Emergency Services	104672270 - Utilities	
Emery Telcom	125663	20230707114530	07/07/2023	07/07/2023	86.24	3609200 - SJC Communications	104574270 - Utilities	
Emery Telcom	125663	20230707114601	07/07/2023	07/07/2023	86.22	3609200 - SJC Communications	104574270 - Utilities	
Emery Telcom	125663	20230707114626	07/07/2023	07/07/2023	87.54	3609200 - SJC Communications	104574270 - Utilities	
					<u>\$826.13</u>			
Emery Telcom	125706	2278SZ10001.04	07/10/2023	07/12/2023	2,041.08	2278.S.100	104574615 - Contracts	
					<u>\$3,279.83</u>			
Empire Electric Assoc. Inc.	125534	20230616103455	06/20/2023	06/22/2023	43.85	9579032 - 81 E Pinion St	104225270 - Utilities	
Empire Electric Assoc. Inc.	125534	20230616103512	06/20/2023	06/22/2023	88.27	9579029 - 264 S 100 E	104165270 - Utilities	
Empire Electric Assoc. Inc.	125534	20230616103527	06/20/2023	06/22/2023	985.15	9579028 Abajo Peak	104574270 - Utilities	
Empire Electric Assoc. Inc.	125534	20230616103544	06/20/2023	06/22/2023	128.90	9579027 - 96 W 100 S	264350270 - Utilities	

**San Juan County  
Check Register  
All Bank Accounts - 06/15/2023 to 07/13/2023**

<u>Payee Name</u>	<u>Reference Number</u>	<u>Invoice Number</u>	<u>Invoice Ledger Date</u>	<u>Payment Date</u>	<u>Amount</u>	<u>Description</u>	<u>Ledger Account</u>	<u>Activity Code</u>
Empire Electric Assoc. Inc.	125534	20230616103559	06/20/2023	06/22/2023	86.02	9579019 - Fairgrounds Conces	104620270 - Utilities	
Empire Electric Assoc. Inc.	125534	20230616103610	06/20/2023	06/22/2023	125.70	9579020 - 917 E Center Fairgrounds	104620270 - Utilities	
Empire Electric Assoc. Inc.	125534	20230616103622	06/20/2023	06/22/2023	34.23	9579010 - Fire DP - Cedar Point	104225270 - Utilities	
Empire Electric Assoc. Inc.	125534	20230616103634	06/20/2023	06/22/2023	42.89	9579007 - Fire C	104225270 - Utilities	
Empire Electric Assoc. Inc.	125534	20230616103646	06/20/2023	06/22/2023	1,018.21	9579004 - 117 S Main	104161270 - Utilities	
Empire Electric Assoc. Inc.	125534	20230616103658	06/20/2023	06/22/2023	562.35	9579003 - 80 N Main St	724167270 - Utilities	
Empire Electric Assoc. Inc.	125534	20230621074802	06/22/2023	06/22/2023	3,215.59	9579024 - 297 S Main	104166270 - Utilities	
					\$6,331.16			
Empire Electric Assoc. Inc.	125558	20230622-16125	06/27/2023	06/28/2023	683.67	25395 - 885 E Center St	214414270 - Utilities	
Empire Electric Assoc. Inc.	125707	20230706172748	07/11/2023	07/12/2023	59.75	9579025 - 881 E Center St	214414270 - Utilities	
Empire Electric Assoc. Inc.	125707	20230707142716	07/10/2023	07/12/2023	457.59	9579003 - 80 N Main St	724167270 - Utilities	
Empire Electric Assoc. Inc.	125707	20230707142732	07/10/2023	07/12/2023	1,091.02	9579004 - 117 S Main	104161270 - Utilities	
Empire Electric Assoc. Inc.	125707	20230707142745	07/10/2023	07/12/2023	40.16	9579007 - Fire C	104225270 - Utilities	
Empire Electric Assoc. Inc.	125707	20230707142759	07/10/2023	07/12/2023	34.29	9579010 - Fire DP - Cedar Point	104225270 - Utilities	
Empire Electric Assoc. Inc.	125707	20230707142812	07/10/2023	07/12/2023	201.06	9579019 - Fairgrounds Conces	104620270 - Utilities	
Empire Electric Assoc. Inc.	125707	20230707142824	07/10/2023	07/12/2023	482.63	9579020 - 917 E Center Fairgrounds	104620270 - Utilities	
Empire Electric Assoc. Inc.	125707	20230707142836	07/10/2023	07/12/2023	110.33	9579027 - 96 W 100 S	264350270 - Utilities	
Empire Electric Assoc. Inc.	125707	20230707142849	07/10/2023	07/12/2023	1,013.15	9579028 Abajo Peak	104574270 - Utilities	
Empire Electric Assoc. Inc.	125707	20230707142925	07/10/2023	07/12/2023	87.27	9579029 - 264 S 100 E	104165270 - Utilities	
Empire Electric Assoc. Inc.	125707	20230707142938	07/10/2023	07/12/2023	213.75	9579032 - 81 E Pinion St	104225270 - Utilities	
					\$3,791.00			
					<b>\$10,805.83</b>			
Fastenal Company	125522	COBAY75407	06/20/2023	06/22/2023	317.92	SJC Road	214412250 - Equipment Operation	
Fastenal Company	125522	COBAY75575	06/20/2023	06/22/2023	56.99	SJC Road	214412251 - Gas, Oil and Grease	
Fastenal Company	125522	COBAY75575	06/20/2023	06/22/2023	884.31	SJC Road	214412250 - Equipment Operation	
					\$1,259.22			
Fastenal Company	125559	COBAY75714	06/27/2023	06/28/2023	938.67	SJC Road	214412250 - Equipment Operation	
Fastenal Company	125559	COBAY75716	06/27/2023	06/28/2023	30.28	SJC Road	214414260 - Buildings and Grounds	
Fastenal Company	125559	COBAY75716	06/27/2023	06/28/2023	603.31	SJC Road	214412250 - Equipment Operation	
					\$1,572.26			
Fastenal Company	125644	COBAY75882	07/07/2023	07/07/2023	328.09	SJC Road	214412250 - Equipment Operation	
					<b>\$3,159.57</b>			
FleetPride Inc	125560	108278437	06/27/2023	06/28/2023	61.63	SJC Road Dept	214412250 - Equipment Operation	
FleetPride Inc	125648	107810341	07/07/2023	07/07/2023	-52.00	SJC Road Dept	214412250 - Equipment Operation	
FleetPride Inc	125648	107934526	07/07/2023	07/07/2023	89.66	SJC Road Dept	214412250 - Equipment Operation	
FleetPride Inc	125648	107962848	07/07/2023	07/07/2023	362.48	SJC Road Dept	214412250 - Equipment Operation	
FleetPride Inc	125648	107963292	07/07/2023	07/07/2023	77.87	SJC Road Dept	214412250 - Equipment Operation	
					\$478.01			
					<b>\$539.64</b>			
Four Corners Welding & Gas	125484	GR00177333	06/20/2023	06/22/2023	37.00	SJC Landfill	574424610 - Miscellaneous Supplies	
Four Corners Welding & Gas	125484	GR00177334	06/20/2023	06/22/2023	127.00	SJC Road Dept	214412250 - Equipment Operation	
					\$164.00			
Four Corners Welding & Gas	125649	CC380880	06/27/2023	07/07/2023	166.64	SJC Road Dept	214412250 - Equipment Operation	
Four Corners Welding & Gas	125649	cc381137	07/07/2023	07/07/2023	66.74	SJC Ambulance Services	264350610 - Miscellaneous Supplies	
Four Corners Welding & Gas	125649	GR00176496	07/07/2023	07/07/2023	252.00	SJC Ambulance Services	264350610 - Miscellaneous Supplies	
					\$485.38			
					<b>\$649.38</b>			
Four States Tire & Service	125532	388413	06/20/2023	06/22/2023	1,027.28	SJC Road	214412250 - Equipment Operation	

**San Juan County  
Check Register  
All Bank Accounts - 06/15/2023 to 07/13/2023**

<u>Payee Name</u>	<u>Reference Number</u>	<u>Invoice Number</u>	<u>Invoice Ledger Date</u>	<u>Payment Date</u>	<u>Amount</u>	<u>Description</u>	<u>Ledger Account</u>	<u>Activity Code</u>
Four States Tire & Service	125532	388511	06/20/2023	06/22/2023	1,801.44	SJC Road	214412250 - Equipment Operation	
					\$2,828.72			
Four States Tire & Service	125562	3744557	06/27/2023	06/28/2023	300.99	SJC Road	214412250 - Equipment Operation	
Four States Tire & Service	125562	374552	06/27/2023	06/28/2023	882.80	SJC Road	214412250 - Equipment Operation	
Four States Tire & Service	125562	374555	06/27/2023	06/28/2023	698.40	SJC Road	214412250 - Equipment Operation	
Four States Tire & Service	125562	374556	06/27/2023	06/28/2023	380.00	SJC Road	214412250 - Equipment Operation	
					\$2,262.19			
Four States Tire & Service	125676	375107	07/03/2023	07/07/2023	315.90	SJC Road	214412250 - Equipment Operation	
Four States Tire & Service	125676	375108	07/03/2023	07/07/2023	199.24	SJC Road	214412250 - Equipment Operation	
Four States Tire & Service	125676	375110	07/03/2023	07/07/2023	1,288.00	SJC Road	214412250 - Equipment Operation	
					\$1,803.14			
Four States Tire & Service	125708	374137	07/11/2023	07/12/2023	235.00	SJC Road	214412250 - Equipment Operation	
					\$7,129.05			
Fredericks, Anna	125613	AF06272023	07/06/2023	07/07/2023	33.93	Rodeo Queen supplies	104625240 - Office Expense	
					\$33.93			
Frontier	125563	20230623153013	06/26/2023	06/28/2023	546.25	435-727-3440-062308-8	104225280 - Telephone	
Frontier	125563	20230623153021	06/26/2023	06/28/2023	428.48	435-651-3351-082400-8	104225240 - Office Expense	
					\$974.73			
Frontier	125633	20230630160343	07/06/2023	07/07/2023	183.46	435-587-2797-030304-8	104225280 - Telephone	
					\$1,158.19			
Fuel Network	125541	F2309E00929	06/21/2023	06/22/2023	75.47	SJC Fuel Bill	104256251 - Gas, Oil and Grease	
Fuel Network	125541	F2309E00929	06/21/2023	06/22/2023	81.64	SJC Fuel Bill	724167251 - Gas, Oil and Grease	
Fuel Network	125541	F2309E00929	06/21/2023	06/22/2023	150.35	SJC Fuel Bill	104151251 - Gas, Oil and Grease	
Fuel Network	125541	F2309E00929	06/21/2023	06/22/2023	180.71	SJC Fuel Bill	104147251 - Gas, Oil and Grease	
Fuel Network	125541	F2309E00929	06/21/2023	06/22/2023	227.70	SJC Fuel Bill	104193251 - Gas, Oil and Grease	
Fuel Network	125541	F2309E00929	06/21/2023	06/22/2023	420.80	SJC Fuel Bill	104242251 - Gas, Oil and Grease	
Fuel Network	125541	F2309E00929	06/21/2023	06/22/2023	479.23	SJC Fuel Bill	104111251 - Gas, Oil and Grease	
Fuel Network	125541	F2309E00929	06/21/2023	06/22/2023	615.41	SJC Fuel Bill	255012.251 - Local General Health Ga	
Fuel Network	125541	F2309E00929	06/21/2023	06/22/2023	639.05	SJC Fuel Bill	104161251 - Gas, Oil and Grease	
Fuel Network	125541	F2309E00929	06/21/2023	06/22/2023	641.43	SJC Fuel Bill	214412251 - Gas, Oil and Grease	
Fuel Network	125541	F2309E00929	06/21/2023	06/22/2023	738.38	SJC Fuel Bill	104225251 - Gas, Oil and Grease	
Fuel Network	125541	F2309E00929	06/21/2023	06/22/2023	972.75	SJC Fuel Bill	264350251 - Gas, Oil and Grease	
Fuel Network	125541	F2309E00929	06/21/2023	06/22/2023	1,328.78	SJC Fuel Bill	574424251 - Gas, Oil and Grease	
Fuel Network	125541	F2309E00929	06/21/2023	06/22/2023	1,378.08	SJC Fuel Bill	104672251 - Gas, Oil and Grease	
Fuel Network	125541	F2309E00929	06/21/2023	06/22/2023	11,962.70	SJC Fuel Bill	104210251 - Gas, Oil and Grease	
Fuel Network	125541	F2309E00929	06/21/2023	06/22/2023	41,798.75	SJC Fuel Bill	214412251 - Gas, Oil and Grease	
Fuel Network	125541	F2310E00972	06/21/2023	06/22/2023	61.08	SJC Fuel Bill	104147251 - Gas, Oil and Grease	
Fuel Network	125541	F2310E00972	06/21/2023	06/22/2023	97.38	SJC Fuel Bill	724167251 - Gas, Oil and Grease	
Fuel Network	125541	F2310E00972	06/21/2023	06/22/2023	109.98	SJC Fuel Bill	104151251 - Gas, Oil and Grease	
Fuel Network	125541	F2310E00972	06/21/2023	06/22/2023	132.20	SJC Fuel Bill	104193251 - Gas, Oil and Grease	
Fuel Network	125541	F2310E00972	06/21/2023	06/22/2023	187.19	SJC Fuel Bill	104256251 - Gas, Oil and Grease	
Fuel Network	125541	F2310E00972	06/21/2023	06/22/2023	431.63	SJC Fuel Bill	104242251 - Gas, Oil and Grease	
Fuel Network	125541	F2310E00972	06/21/2023	06/22/2023	659.92	SJC Fuel Bill	214412251 - Gas, Oil and Grease	
Fuel Network	125541	F2310E00972	06/21/2023	06/22/2023	663.64	SJC Fuel Bill	255012.251 - Local General Health Ga	
Fuel Network	125541	F2310E00972	06/21/2023	06/22/2023	853.08	SJC Fuel Bill	104161251 - Gas, Oil and Grease	
Fuel Network	125541	F2310E00972	06/21/2023	06/22/2023	1,001.78	SJC Fuel Bill	104672251 - Gas, Oil and Grease	
Fuel Network	125541	F2310E00972	06/21/2023	06/22/2023	1,035.01	SJC Fuel Bill	104225251 - Gas, Oil and Grease	
Fuel Network	125541	F2310E00972	06/21/2023	06/22/2023	1,153.19	SJC Fuel Bill	104111251 - Gas, Oil and Grease	
Fuel Network	125541	F2310E00972	06/21/2023	06/22/2023	1,161.18	SJC Fuel Bill	264350251 - Gas, Oil and Grease	
Fuel Network	125541	F2310E00972	06/21/2023	06/22/2023	2,439.49	SJC Fuel Bill	574424251 - Gas, Oil and Grease	
Fuel Network	125541	F2310E00972	06/21/2023	06/22/2023	12,774.99	SJC Fuel Bill	104210251 - Gas, Oil and Grease	

**San Juan County  
Check Register  
All Bank Accounts - 06/15/2023 to 07/13/2023**

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account	Activity Code
Fuel Network	125541	F2310E00972	06/21/2023	06/22/2023	28,149.99	SJC Fuel Bill	214412251 - Gas, Oil and Grease	
Fuel Network	125541	F2311E00984	06/21/2023	06/22/2023	117.77	SJC Fuel Bill	104151251 - Gas, Oil and Grease	
Fuel Network	125541	F2311E00984	06/21/2023	06/22/2023	165.34	SJC Fuel Bill	104161251 - Gas, Oil and Grease	
Fuel Network	125541	F2311E00984	06/21/2023	06/22/2023	173.39	SJC Fuel Bill	104147251 - Gas, Oil and Grease	
Fuel Network	125541	F2311E00984	06/21/2023	06/22/2023	237.61	SJC Fuel Bill	104193251 - Gas, Oil and Grease	
Fuel Network	125541	F2311E00984	06/21/2023	06/22/2023	306.63	SJC Fuel Bill	724167251 - Gas, Oil and Grease	
Fuel Network	125541	F2311E00984	06/21/2023	06/22/2023	536.58	SJC Fuel Bill	104242251 - Gas, Oil and Grease	
Fuel Network	125541	F2311E00984	06/21/2023	06/22/2023	854.23	SJC Fuel Bill	104256251 - Gas, Oil and Grease	
Fuel Network	125541	F2311E00984	06/21/2023	06/22/2023	942.51	SJC Fuel Bill	214412251 - Gas, Oil and Grease	
Fuel Network	125541	F2311E00984	06/21/2023	06/22/2023	1,036.12	SJC Fuel Bill	104225251 - Gas, Oil and Grease	
Fuel Network	125541	F2311E00984	06/21/2023	06/22/2023	1,049.18	SJC Fuel Bill	255012.251 - Local General Health Ga	
Fuel Network	125541	F2311E00984	06/21/2023	06/22/2023	1,091.00	SJC Fuel Bill	104111251 - Gas, Oil and Grease	
Fuel Network	125541	F2311E00984	06/21/2023	06/22/2023	1,175.20	SJC Fuel Bill	264350251 - Gas, Oil and Grease	
Fuel Network	125541	F2311E00984	06/21/2023	06/22/2023	1,796.56	SJC Fuel Bill	104672251 - Gas, Oil and Grease	
Fuel Network	125541	F2311E00984	06/21/2023	06/22/2023	3,768.98	SJC Fuel Bill	574424251 - Gas, Oil and Grease	
Fuel Network	125541	F2311E00984	06/21/2023	06/22/2023	14,899.42	SJC Fuel Bill	104210251 - Gas, Oil and Grease	
Fuel Network	125541	F2311E00984	06/21/2023	06/22/2023	29,038.60	SJC Fuel Bill	214412251 - Gas, Oil and Grease	
					<b>\$169,792.08</b>			
Fuel Network	125709	F2312E00981	07/11/2023	07/12/2023	28.89	Economic Development	104193251 - Gas, Oil and Grease	
Fuel Network	125709	F2312E00981	07/11/2023	07/12/2023	44.61	Library	724167251 - Gas, Oil and Grease	
Fuel Network	125709	F2312E00981	07/11/2023	07/12/2023	72.89	Assessor	104146251 - Gas, Oil and Grease	
Fuel Network	125709	F2312E00981	07/11/2023	07/12/2023	100.66	Surveyor	104147251 - Gas, Oil and Grease	
Fuel Network	125709	F2312E00981	07/11/2023	07/12/2023	184.08	IT	104151251 - Gas, Oil and Grease	
Fuel Network	125709	F2312E00981	07/11/2023	07/12/2023	298.85	Public Health	255012.251 - Local General Health Ga	
Fuel Network	125709	F2312E00981	07/11/2023	07/12/2023	403.52	Buildings and Grounds	104161251 - Gas, Oil and Grease	
Fuel Network	125709	F2312E00981	07/11/2023	07/12/2023	608.57	Building Inspector	104242251 - Gas, Oil and Grease	
Fuel Network	125709	F2312E00981	07/11/2023	07/12/2023	705.79	Fire	104225251 - Gas, Oil and Grease	
Fuel Network	125709	F2312E00981	07/11/2023	07/12/2023	708.32	Commission	104111251 - Gas, Oil and Grease	
Fuel Network	125709	F2312E00981	07/11/2023	07/12/2023	741.63	SJC Road Dept	214412251 - Gas, Oil and Grease	
Fuel Network	125709	F2312E00981	07/11/2023	07/12/2023	1,239.07	Ambulance	264350251 - Gas, Oil and Grease	
Fuel Network	125709	F2312E00981	07/11/2023	07/12/2023	1,376.70	Aging	104672251 - Gas, Oil and Grease	
Fuel Network	125709	F2312E00981	07/11/2023	07/12/2023	1,410.84		104193251 - Gas, Oil and Grease	
Fuel Network	125709	F2312E00981	07/11/2023	07/12/2023	3,526.33	Landfill	574424251 - Gas, Oil and Grease	
Fuel Network	125709	F2312E00981	07/11/2023	07/12/2023	12,422.50	Sheriff's Office	104210251 - Gas, Oil and Grease	
Fuel Network	125709	F2312E00981	07/11/2023	07/12/2023	36,802.63	SJC Road Dept	214412251 - Gas, Oil and Grease	
					<b>\$60,675.88</b>			
					<b>\$230,467.96</b>			
Gallegos, Alicia	125614	AG06242023	07/07/2023	07/07/2023	45.00	Travel Reimbursement	104210230 - Travel Expense	
					<b>\$45.00</b>			
Gibbs, Robert	125491	RG06102023	06/20/2023	06/22/2023	116.00	travel reimbursement	104230230 - Travel Expense	
Gibbs, Robert	125493	RG06122023	06/22/2023	06/22/2023	116.00	travel reimbursement	104230230 - Travel Expense	
					<b>\$232.00</b>			
Goulding's Lodge And Tour	125499	F551140	06/22/2023	06/22/2023	298.75	SJC Economic Development	104193480 - Special Department Suppl	
					<b>\$298.75</b>			
Grainger	125509	9712753426	06/20/2023	06/22/2023	52.90	SJC Admin Building	104166260 - Buildings and Grounds	
Grainger	125509	9726505358	06/20/2023	06/22/2023	207.48	SJC Admin Building	104166260 - Buildings and Grounds	
Grainger	125509	9731999877	06/20/2023	06/22/2023	280.96	SJC Admin Building	104166260 - Buildings and Grounds	
					<b>\$541.34</b>			
					<b>\$541.34</b>			
Grand County Emergency Medical S	125666	EMS22-0298	07/07/2023	07/07/2023	988.00	SJC Ambulance	264350330 - Employee Education	
					<b>\$988.00</b>			

**San Juan County  
Check Register  
All Bank Accounts - 06/15/2023 to 07/13/2023**

<u>Payee Name</u>	<u>Reference Number</u>	<u>Invoice Number</u>	<u>Invoice Ledger Date</u>	<u>Payment Date</u>	<u>Amount</u>	<u>Description</u>	<u>Ledger Account</u>	<u>Activity Code</u>
Grand County Trails	125683	62723	07/06/2023	07/07/2023	3,720.00	SJC EC Dev & Vist Serv	104193920 - Grants	
					<b>\$3,720.00</b>			
Gray Manufacturing Co Inc	125564	958137	06/27/2023	06/28/2023	26,738.00	SJC Road	214414740 - Equipment Purchases	
					<b>\$26,738.00</b>			
Green, Kelly	125467	KG06092023	06/22/2023	06/22/2023	50.00	Library Board Meeting	724580620 - Miscellaneous Services	
					<b>\$50.00</b>			
Grist Mill Inn	125565	81844649	06/27/2023	06/28/2023	2,089.52	Stampede Rodeo	104850620 - Miscellaneous Services	
					<b>\$2,089.52</b>			
GuestGuide Publications	125710	2155-M	07/11/2023	07/12/2023	3,266.00	SJC Economic Dev	104193490 - Advertising and Promotion	
					<b>\$3,266.00</b>			
Halliday, Dakota	125662	DHalliday062720	07/06/2023	07/07/2023	750.00	Queen Prize	104625240 - Office Expense	
					<b>\$750.00</b>			
Halls, Craig C.	125711	9382	07/11/2023	07/12/2023	2,119.40	SJC Attorney	104126615 - Contracts	
					<b>\$2,119.40</b>			
Haun-Storland, Marjorie	125469	MS06092023	06/20/2023	06/22/2023	50.00	Library Board Meeting	724580620 - Miscellaneous Services	
					<b>\$50.00</b>			
Holland Equipment Company	125642	25069	07/07/2023	07/07/2023	323.94	SJC Road Dept	214412250 - Equipment Operation	
					<b>\$323.94</b>			
Holyoak, Cindi	125712	CH07032023	07/10/2023	07/12/2023	300.24	TRAVEL REIMBURSMENT	104144230 - Travel Expense	
					<b>\$300.24</b>			
Honnen Equipment Co.	125567	1485489	06/27/2023	06/28/2023	961.62	SJC Road Dept	214412250 - Equipment Operation	
Honnen Equipment Co.	125669	1488699	07/07/2023	07/07/2023	163.35	SJC Road Dept	214412250 - Equipment Operation	
Honnen Equipment Co.	125669	1490460	07/03/2023	07/07/2023	97.56	SJC Road Dept	214412250 - Equipment Operation	
Honnen Equipment Co.	125669	5P7116	07/07/2023	07/07/2023	767.69	SJC Road Dept	214412250 - Equipment Operation	
					<b>\$1,028.60</b>			
					<b>\$1,990.22</b>			
Huckabay, Marlene	125465	MH06092023	06/20/2023	06/22/2023	50.00	Library Meeting Attendance	724580620 - Miscellaneous Services	
					<b>\$50.00</b>			
Hurst, Val	125504	VH06082023	06/20/2023	06/22/2023	438.00	Travel Reimbursement	214414230 - Travel Expense	
Hurst, Val	125636	VH06292023	07/07/2023	07/07/2023	219.00	Travel Reimbursement	214414230 - Travel Expense	
					<b>\$657.00</b>			
Hyve Ink	125713	1113	07/10/2023	07/12/2023	1,144.84	SJC Fair	104620240 - Office Expense	
					<b>\$1,144.84</b>			
ImageNet Consulting LLC	125475	INV592658	06/22/2023	06/22/2023	89.76	SJC Sheriff	104230310 - Professional and Technica	
ImageNet Consulting LLC	125481	INV566617	06/20/2023	06/22/2023	107.42	SJC Sheriff	104230310 - Professional and Technica	
ImageNet Consulting LLC	125568	INV575096	06/27/2023	06/28/2023	893.16	SJC Clerk	104150310 - Professional and Technica	
ImageNet Consulting LLC	125659	INV595548	07/06/2023	07/07/2023	738.39	SJC Clerk	104142240 - Office Expense	

**San Juan County  
Check Register  
All Bank Accounts - 06/15/2023 to 07/13/2023**

<u>Payee Name</u>	<u>Reference Number</u>	<u>Invoice Number</u>	<u>Invoice Ledger Date</u>	<u>Payment Date</u>	<u>Amount</u>	<u>Description</u>	<u>Ledger Account</u>	<u>Activity Code</u>
ImageNet Consulting LLC	125714	INV302543	07/10/2023	07/12/2023	39.00	SJC Road Dept	214414240 - Office Expense	
ImageNet Consulting LLC	125714	INV334434	07/10/2023	07/12/2023	30.94	SJC Road Dept	214414240 - Office Expense	
ImageNet Consulting LLC	125714	INV363420	07/10/2023	07/12/2023	25.34	SJC Road Dept	214414240 - Office Expense	
ImageNet Consulting LLC	125714	INV393188	07/10/2023	07/12/2023	35.37	SJC Road Dept	214414240 - Office Expense	
ImageNet Consulting LLC	125714	INV419766	07/10/2023	07/12/2023	28.63	SJC Road Dept	214414240 - Office Expense	
ImageNet Consulting LLC	125714	INV451910	07/10/2023	07/12/2023	34.96	SJC Road Dept	214414240 - Office Expense	
ImageNet Consulting LLC	125714	INV482409	07/10/2023	07/12/2023	38.96	SJC Road Dept	214414240 - Office Expense	
ImageNet Consulting LLC	125714	INV512548	07/10/2023	07/12/2023	31.87	SJC Road Dept	214414240 - Office Expense	
ImageNet Consulting LLC	125714	INV543306	07/10/2023	07/12/2023	25.55	SJC Road Dept	214414240 - Office Expense	
ImageNet Consulting LLC	125714	INV570694	07/10/2023	07/12/2023	29.64	SJC Road Dept	214414240 - Office Expense	
ImageNet Consulting LLC	125714	INV577255	07/10/2023	07/12/2023	5.00	SJC Road Dept	214414240 - Office Expense	
ImageNet Consulting LLC	125714	INV600161	07/10/2023	07/12/2023	40.14	SJC Road Dept	214414240 - Office Expense	
ImageNet Consulting LLC	125714	INV604115	07/10/2023	07/12/2023	5.00	SJC Road Dept	214414240 - Office Expense	
					\$370.40			
					<b>\$2,199.13</b>			
Ivins, Aspyn	125661	Alvins06272023	07/06/2023	07/07/2023	750.00	Queen Prize	104625240 - Office Expense	
					<b>\$750.00</b>			
J.M. Custom & Industrial	125715	5322	07/11/2023	07/12/2023	165.78	SJC Maintenance	104161740 - Equipment Purchases	
					<b>\$165.78</b>			
Jackson Group Peterbilt	125513	228908	06/20/2023	06/22/2023	589.37	SJC Road Dept	214412250 - Equipment Operation	
Jackson Group Peterbilt	125513	229326	06/20/2023	06/22/2023	31.70	SJC Road Dept	214412250 - Equipment Operation	
Jackson Group Peterbilt	125513	229666GJ	06/20/2023	06/22/2023	121.36	SJC Road Dept	214412250 - Equipment Operation	
Jackson Group Peterbilt	125513	CM229666GJ	06/20/2023	06/22/2023	93.36	SJC Road Dept	214412250 - Equipment Operation	
Jackson Group Peterbilt	125513	CM229666GJA	06/20/2023	06/22/2023	-93.36	SJC Road Dept	214412250 - Equipment Operation	
Jackson Group Peterbilt	125513	CM229666GJB	06/20/2023	06/22/2023	-28.00	SJC Road Dept	214412250 - Equipment Operation	
					\$714.43			
Jackson Group Peterbilt	125569	229704GJ	06/27/2023	06/28/2023	407.96	SJC Road Dept	214412250 - Equipment Operation	
Jackson Group Peterbilt	125569	229704GJX1	06/27/2023	06/28/2023	308.72	SJC Road Dept	214412250 - Equipment Operation	
Jackson Group Peterbilt	125569	229858GJ	06/27/2023	06/28/2023	164.10	SJC Road Dept	214412250 - Equipment Operation	
					\$880.78			
Jackson Group Peterbilt	125677	229718GJ	07/07/2023	07/07/2023	106.09	SJC Road Dept	214412250 - Equipment Operation	
Jackson Group Peterbilt	125677	229784GJ	07/07/2023	07/07/2023	53.77	SJC Road Dept	214412250 - Equipment Operation	
Jackson Group Peterbilt	125677	229858JX1	07/07/2023	07/07/2023	190.02	SJC Road Dept	214412250 - Equipment Operation	
Jackson Group Peterbilt	125677	230025GJ	07/07/2023	07/07/2023	650.00	SJC Road Dept	214412250 - Equipment Operation	
Jackson Group Peterbilt	125677	230144GJ	07/07/2023	07/07/2023	345.20	SJC Road Dept	214412250 - Equipment Operation	
Jackson Group Peterbilt	125677	230160GJ	07/07/2023	07/07/2023	66.93	SJC Road Dept	214412250 - Equipment Operation	
Jackson Group Peterbilt	125677	230286GJ	07/07/2023	07/07/2023	262.80	SJC Road Dept	214412250 - Equipment Operation	
Jackson Group Peterbilt	125677	230290GJ	07/07/2023	07/07/2023	262.80	SJC Road Dept	214412250 - Equipment Operation	
					\$1,937.61			
					<b>\$3,532.82</b>			
Javelina Trading Company	125497	2305010	06/20/2023	06/22/2023	289.53	SJC Road Department	214414410 - Road Supplies	
					<b>\$289.53</b>			
JB Restoration & Fabrication	125500	4045	06/20/2023	06/22/2023	330.00	SJC Road Dept	214412250 - Equipment Operation	
					<b>\$330.00</b>			
Jeter, Brenn	125632	BJeter06272023	07/06/2023	07/07/2023	175.00	Queen Judge	104625240 - Office Expense	
					<b>\$175.00</b>			
Jones & Demille Engineering	125570	131299	06/26/2023	06/28/2023	3,500.00	SJC - Fairgrounds RV Park Design	104193920 - Grants	

**San Juan County  
Check Register  
All Bank Accounts - 06/15/2023 to 07/13/2023**

<u>Payee Name</u>	<u>Reference Number</u>	<u>Invoice Number</u>	<u>Invoice Ledger Date</u>	<u>Payment Date</u>	<u>Amount</u>	<u>Description</u>	<u>Ledger Account</u>	<u>Activity Code</u>
Jones & Demille Engineering	125570	131310	06/26/2023	06/28/2023	823.86	2111-005.00	454255615 - Contracts	
					\$4,323.86			
					<b>\$4,323.86</b>			
JViation	125716	2020.U96.03	07/11/2023	07/12/2023	1,185.00	Cal Black Airport	105430620 - Miscellaneous Services	
					<b>\$1,185.00</b>			
Kenworth Sales Company	125521	5P6422	06/20/2023	06/22/2023	592.42	SJC Road	214412250 - Equipment Operation	
Kenworth Sales Company	125521	5P6590	06/20/2023	06/22/2023	54.48	SJC Road	214412250 - Equipment Operation	
Kenworth Sales Company	125521	5P6591	06/20/2023	06/22/2023	66.78	SJC Road	214412250 - Equipment Operation	
Kenworth Sales Company	125521	5P6725	06/20/2023	06/22/2023	283.10	SJC Road	214412250 - Equipment Operation	
Kenworth Sales Company	125521	5P6751	06/20/2023	06/22/2023	400.86	SJC Road	214412250 - Equipment Operation	
Kenworth Sales Company	125521	5P6825	06/20/2023	06/22/2023	-242.38	SJC Road	214412250 - Equipment Operation	
					\$1,155.26			
Kenworth Sales Company	125571	5P6678	06/27/2023	06/28/2023	47.52	SJC Road	214412250 - Equipment Operation	
Kenworth Sales Company	125571	5P6850	06/27/2023	06/28/2023	132.43	SJC Road	214412250 - Equipment Operation	
Kenworth Sales Company	125571	5P7040	06/27/2023	06/28/2023	-132.43	SJC Road	214412250 - Equipment Operation	
					\$47.52			
Kenworth Sales Company	125658	5P4348	07/03/2023	07/07/2023	56.10	SJC Road	214412250 - Equipment Operation	
Kenworth Sales Company	125658	5P7208	07/03/2023	07/07/2023	491.04	SJC Road	214412250 - Equipment Operation	
Kenworth Sales Company	125658	5P7249	07/03/2023	07/07/2023	134.74	SJC Road	214412250 - Equipment Operation	
					\$681.88			
					<b>\$1,884.66</b>			
Ketchum, Aldean	125641	20230628	07/06/2023	07/07/2023	300.00	Recorders Summer Workshop	104144480 - Special Department Suppl	
					<b>\$300.00</b>			
Knight, Sheila	125515	20230616121844	06/21/2023	06/22/2023	916.72	RN Waiver	104682615 - Contracts	
					<b>\$916.72</b>			
Kovacs, Misty	125631	MKovacs0627202	07/06/2023	07/07/2023	152.50	Queen Judge/mileage	104625240 - Office Expense	
					<b>\$152.50</b>			
Lacy, Lehi	125717	LL07022023	07/11/2023	07/12/2023	207.00	Travel Reimbursement	104210230 - Travel Expense	
					<b>\$207.00</b>			
Largo Tank & Equipment Inc	125498	62793	06/20/2023	06/22/2023	292.00	SJC Road Dept	214412250 - Equipment Operation	
					<b>\$292.00</b>			
Larry H. Miller	125486	CHG3221313	06/20/2023	06/22/2023	191.00	SJC Road Dept	214412250 - Equipment Operation	
					<b>\$191.00</b>			
Legacy Pro Rodeo	125690	20230602121158	06/02/2023	07/07/2023	38,920.00	San Juan Stampede	104850620 - Miscellaneous Services	
					<b>\$38,920.00</b>			
Lessner, Carolina	125615	CLessner062720	07/06/2023	07/07/2023	50.00	Queen Prize	104625240 - Office Expense	
					<b>\$50.00</b>			
Lessner, Dixie Marie	125616	DLessner062720	07/06/2023	07/07/2023	50.00	Queen Prize	104625240 - Office Expense	
					<b>\$50.00</b>			
Life-Assist Inc.	125675	1333183	07/07/2023	07/07/2023	1,717.54	SJC Emergency Svc.	264350610 - Miscellaneous Supplies	
Life-Assist Inc.	125675	1333476	07/07/2023	07/07/2023	9.81	SJC Emergency Svc.	264350610 - Miscellaneous Supplies	
					\$1,727.35			
					<b>\$1,727.35</b>			

**San Juan County  
Check Register  
All Bank Accounts - 06/15/2023 to 07/13/2023**

<u>Payee Name</u>	<u>Reference Number</u>	<u>Invoice Number</u>	<u>Invoice Ledger Date</u>	<u>Payment Date</u>	<u>Amount</u>	<u>Description</u>	<u>Ledger Account</u>	<u>Activity Code</u>
Little America-Salt Lake	125645	2189900	07/06/2023	07/07/2023	113.82	Mack McDonald	104113230 - Travel Expense	
Little America-Salt Lake	125645	2205550	07/06/2023	07/07/2023	113.82	Bruce Adams	104111230 - Travel Expense	
Little America-Salt Lake	125645	3692706142023	07/06/2023	07/07/2023	126.92	Bruce Adams	104111230 - Travel Expense	
					<u>354.56</u>			
					<b>\$354.56</b>			
Long, Roxy	125671	RL052023	07/06/2023	07/07/2023	1,350.00	Nursing Services	104230312 - Medical Expenses	
					<u>1,350.00</u>			
					<b>\$1,350.00</b>			
Loveridge, Marlee	125630	MLoveridge06272	07/06/2023	07/07/2023	152.50	Queen Judge/Mileage	104625240 - Office Expense	
					<u>152.50</u>			
					<b>\$152.50</b>			
Lynn, Heather	125464	HL06092023	06/20/2023	06/22/2023	50.00	Library Meeting Attendance	724580620 - Miscellaneous Services	
					<u>50.00</u>			
					<b>\$50.00</b>			
Main Street Drug and Boutique	125459	14246	06/22/2023	06/22/2023	14.95	SJC Sheriff Dept	104230312 - Medical Expenses	
Main Street Drug and Boutique	125572	14446	06/27/2023	06/28/2023	26.53	SJC Jail	104230312 - Medical Expenses	
					<u>41.48</u>			
					<b>\$41.48</b>			
Maxwell Products Inc.	125539	9011	06/20/2023	06/22/2023	5,800.00	SJC Road Dept	214414255 - Equipment Rental	
Maxwell Products Inc.	125539	INV2410	06/20/2023	06/22/2023	27,532.89	SJC Road Dept	214414410 - Road Supplies	
					<u>33,332.89</u>			
					<b>\$33,332.89</b>			
Maynard Buckles	125668	11910	07/06/2023	07/07/2023	1,000.00	Crowns	104625240 - Office Expense	
					<u>1,000.00</u>			
					<b>\$1,000.00</b>			
MCI	125460	20230616121603	06/21/2023	06/22/2023	28.39	08693326894 Cal Black Airport	105430280 - Telephone	
					<u>28.39</u>			
					<b>\$28.39</b>			
McNeely, Jerry	125673	JM07012023	07/07/2023	07/07/2023	1,500.00	Jerry McNeely	104112310 - Professional and Technica	
					<u>1,500.00</u>			
					<b>\$1,500.00</b>			
MetLife Group Benefits	125687	PR043023-5230	04/27/2023	07/07/2023	13.96	Dental Employee Only	102230000 - Metlife Dental	
MetLife Group Benefits	125687	PR043023-5230	05/05/2023	07/07/2023	379.42	Dental Employee Only	102230000 - Metlife Dental	
MetLife Group Benefits	125687	PR043023-5230	05/05/2023	07/07/2023	808.23	Dental Employee +1	102230000 - Metlife Dental	
MetLife Group Benefits	125687	PR043023-5230	05/05/2023	07/07/2023	3,344.21	Dental Family	102230000 - Metlife Dental	
MetLife Group Benefits	125687	PR051423-5230	05/19/2023	07/07/2023	421.00	Dental Employee Only	102230000 - Metlife Dental	
MetLife Group Benefits	125687	PR051423-5230	05/19/2023	07/07/2023	841.10	Dental Employee +1	102230000 - Metlife Dental	
MetLife Group Benefits	125687	PR051423-5230	05/19/2023	07/07/2023	3,430.05	Dental Family	102230000 - Metlife Dental	
MetLife Group Benefits	125687	PR052823-5230	06/02/2023	07/07/2023	407.34	Dental Employee Only	102230000 - Metlife Dental	
MetLife Group Benefits	125687	PR052823-5230	06/02/2023	07/07/2023	836.10	Dental Employee +1	102230000 - Metlife Dental	
MetLife Group Benefits	125687	PR052823-5230	06/02/2023	07/07/2023	3,383.73	Dental Family	102230000 - Metlife Dental	
MetLife Group Benefits	125687	PR061123-5230	06/16/2023	07/07/2023	407.05	Dental Employee Only	102230000 - Metlife Dental	
MetLife Group Benefits	125687	PR061123-5230	06/16/2023	07/07/2023	836.10	Dental Employee +1	102230000 - Metlife Dental	
MetLife Group Benefits	125687	PR061123-5230	06/16/2023	07/07/2023	3,336.03	Dental Family	102230000 - Metlife Dental	
					<u>18,444.32</u>			
					<b>\$18,444.32</b>			
MetLife Group Benefits	125718	20230629160714	07/11/2023	07/12/2023	9,283.42	Dental Customers	102230000 - Metlife Dental	
					<u>9,283.42</u>			
					<b>\$9,283.42</b>			
Mexican Hat Special Serv Dist.	125573	623-24	06/26/2023	06/28/2023	133.86	Mexican Hat Special Serv Dist	104225270 - Utilities	
					<u>133.86</u>			
					<b>\$133.86</b>			



**San Juan County  
Check Register  
All Bank Accounts - 06/15/2023 to 07/13/2023**

<u>Payee Name</u>	<u>Reference Number</u>	<u>Invoice Number</u>	<u>Invoice Ledger Date</u>	<u>Payment Date</u>	<u>Amount</u>	<u>Description</u>	<u>Ledger Account</u>	<u>Activity Code</u>
MHL Systems	125574	23-16294	06/27/2023	06/28/2023	870.40	SJC Road Dept	214412250 - Equipment Operation	
MHL Systems	125574	23-16295	06/27/2023	06/28/2023	1,093.10	SJC Road Dept	214412250 - Equipment Operation	
					<u>\$1,963.50</u>			
					<b>\$1,963.50</b>			
Monticello City	125530	20230614120559	06/16/2023	06/22/2023	56.92	SJC All Accounts	104225270 - Utilities	
Monticello City	125530	20230614120559	06/16/2023	06/22/2023	60.00	SJC All Accounts	104225270 - Utilities	
Monticello City	125530	20230614120559	06/16/2023	06/22/2023	70.00	SJC All Accounts	104620270 - Utilities	
Monticello City	125530	20230614120559	06/16/2023	06/22/2023	76.92	SJC All Accounts	104165270 - Utilities	
Monticello City	125530	20230614120559	06/16/2023	06/22/2023	160.00	SJC All Accounts	724167270 - Utilities	
Monticello City	125530	20230614120559	06/16/2023	06/22/2023	239.24	SJC All Accounts	104161270 - Utilities	
Monticello City	125530	20230614120559	06/16/2023	06/22/2023	302.52	SJC All Accounts	214414270 - Utilities	
Monticello City	125530	20230614120559	06/16/2023	06/22/2023	1,543.22	SJC All Accounts	104166270 - Utilities	
					<u>\$2,508.82</u>			
Monticello City	125719	20230707165006	07/10/2023	07/12/2023	100.00	1.9546.1 Hideout Billing	104672270 - Utilities	
					<u>\$2,608.82</u>			
Monticello Mercantile	125511	C280477	06/20/2023	06/22/2023	107.98	SJC Maintenance	104166260 - Buildings and Grounds	
Monticello Mercantile	125511	C280568	06/20/2023	06/22/2023	14.99	SJC Maintenance	104166260 - Buildings and Grounds	
Monticello Mercantile	125511	C280603	06/20/2023	06/22/2023	37.24	SJC Maintenance	104166260 - Buildings and Grounds	
Monticello Mercantile	125511	C282110	06/20/2023	06/22/2023	11.70	SJC Maintenance	104166260 - Buildings and Grounds	
Monticello Mercantile	125511	C282649	06/20/2023	06/22/2023	102.41	SJC Maintenance	104166260 - Buildings and Grounds	
Monticello Mercantile	125511	C282681	06/20/2023	06/22/2023	43.59	SJC Maintenance	104166260 - Buildings and Grounds	
Monticello Mercantile	125511	C282996	06/20/2023	06/22/2023	83.25	SJC Maintenance	104166260 - Buildings and Grounds	
Monticello Mercantile	125511	C283015	06/20/2023	06/22/2023	6.98	SJC Maintenance	104166260 - Buildings and Grounds	
Monticello Mercantile	125511	C283642	06/20/2023	06/22/2023	9.99	SJC Econ Dev	104192240 - Office Expense	
Monticello Mercantile	125511	C283642	06/20/2023	06/22/2023	10.00	SJC Econ Dev	104193240 - Office Expense	
Monticello Mercantile	125511	C283817	06/20/2023	06/22/2023	17.46	SJC Recorder	104144240 - Office Expense	
Monticello Mercantile	125511	C284006	06/20/2023	06/22/2023	14.67	SJC Maintenance	104166260 - Buildings and Grounds	
Monticello Mercantile	125511	C284453	06/20/2023	06/22/2023	23.60	SJC Road	214412260 - Buildings and Grounds	
Monticello Mercantile	125511	C284460	06/20/2023	06/22/2023	3.19	SJC Weed Dept	104256250 - Equipment Operation	
Monticello Mercantile	125511	C284915	06/20/2023	06/22/2023	22.99	SJC Sheriff	104166260 - Buildings and Grounds	
Monticello Mercantile	125511	C285466	06/20/2023	06/22/2023	14.99	SJC Maintenance	104166260 - Buildings and Grounds	
Monticello Mercantile	125511	C285531	06/20/2023	06/22/2023	63.78	SJC Sheriff	104230350 - State Prisoner Expenses	
Monticello Mercantile	125511	C285656	06/20/2023	06/22/2023	21.99	SJC Sheriff	104230610 - Miscellaneous Supplies	
Monticello Mercantile	125511	C285748	06/20/2023	06/22/2023	20.56	SJC Maintenance	104161260 - Buildings and Grounds	
Monticello Mercantile	125511	C285792	06/20/2023	06/22/2023	15.84	SJC Maintenance	104161260 - Buildings and Grounds	
Monticello Mercantile	125511	C285793	06/20/2023	06/22/2023	22.99	SJC Maintenance	104161260 - Buildings and Grounds	
					<u>\$670.19</u>			
Monticello Mercantile	125575	C285940	06/26/2023	06/28/2023	9.49	SJC Maintenance	104161260 - Buildings and Grounds	
Monticello Mercantile	125575	C286396	06/27/2023	06/28/2023	100.08	SJC Sheriff	104230350 - State Prisoner Expenses	
Monticello Mercantile	125575	C286493	06/26/2023	06/28/2023	30.45	SJC Maintenance	104161260 - Buildings and Grounds	
Monticello Mercantile	125575	C286558	06/27/2023	06/28/2023	45.98	SJC Sheriff	104230610 - Miscellaneous Supplies	
Monticello Mercantile	125575	C286714	06/27/2023	06/28/2023	404.54	SJC Sheriff	104230350 - State Prisoner Expenses	
Monticello Mercantile	125575	C286757	06/26/2023	06/28/2023	45.98	SJC Maintenance	104161260 - Buildings and Grounds	
Monticello Mercantile	125575	C286828	06/27/2023	06/28/2023	259.00	SJC Sheriff	104230350 - State Prisoner Expenses	
					<u>\$895.52</u>			
Monticello Mercantile	125656	C281772	07/07/2023	07/07/2023	10.49	SJC Ambulance	264350610 - Miscellaneous Supplies	
Monticello Mercantile	125656	C283179	07/07/2023	07/07/2023	23.97	3431000 SJC EMS	264350330 - Employee Education	
Monticello Mercantile	125656	C283757	07/07/2023	07/07/2023	25.94	SJC Ambulance	264350330 - Employee Education	
Monticello Mercantile	125656	C284221	07/07/2023	07/07/2023	8.67	SJC Ambulance	264350330 - Employee Education	
Monticello Mercantile	125656	C284929	07/07/2023	07/07/2023	5.58	SJC Ambulance	264350260 - Buildings and Grounds	
Monticello Mercantile	125656	C284981	07/07/2023	07/07/2023	14.98	SJC Ambulance	264350610 - Miscellaneous Supplies	
Monticello Mercantile	125656	C285657	07/06/2023	07/07/2023	39.98	SJC Fire	104220620 - Miscellaneous Services	
Monticello Mercantile	125656	C285915	07/07/2023	07/07/2023	11.49	SJC Ambulance	264350610 - Miscellaneous Supplies	

**San Juan County  
Check Register  
All Bank Accounts - 06/15/2023 to 07/13/2023**

<u>Payee Name</u>	<u>Reference Number</u>	<u>Invoice Number</u>	<u>Invoice Ledger Date</u>	<u>Payment Date</u>	<u>Amount</u>	<u>Description</u>	<u>Ledger Account</u>	<u>Activity Code</u>
Monticello Mercantile	125656	C286095	07/07/2023	07/07/2023	16.99	SJC Ambulance	264350330 - Employee Education	
Monticello Mercantile	125656	C286983	07/06/2023	07/07/2023	417.62	SJC Sheriff	104230350 - State Prisoner Expenses	
Monticello Mercantile	125656	E29095	07/07/2023	07/07/2023	11.98	SJC Ambulance	264350330 - Employee Education	
					<u>\$587.69</u>			
Monticello Mercantile	125720	C281197	07/10/2023	07/12/2023	26.98	SJC Maintenance	104161260 - Buildings and Grounds	
Monticello Mercantile	125720	C287276	07/10/2023	07/12/2023	8.49	SJC Sheriff	104230350 - State Prisoner Expenses	
Monticello Mercantile	125720	C288029	07/10/2023	07/12/2023	15.40	SJC Sheriff	104230352 - Inmate Humanitarian Exp	
Monticello Mercantile	125720	C288344	07/10/2023	07/12/2023	245.52	SJC Sheriff	104230350 - State Prisoner Expenses	
					<u>\$296.39</u>			
					<b>\$2,449.79</b>			
Morris, Rose	125721	20230707165640	07/10/2023	07/12/2023	560.00	Alternatives	104679615 - Contracts	
					<u>\$560.00</u>			
Motor Parts	125576	837428	06/27/2023	06/28/2023	287.25	SJC Road Dept	214412250 - Equipment Operation	
Motor Parts	125576	837667	06/27/2023	06/28/2023	34.12	SJC Road Dept	214412250 - Equipment Operation	
Motor Parts	125576	837698	06/27/2023	06/28/2023	19.79	SJC Road Dept	214412250 - Equipment Operation	
Motor Parts	125576	837730	06/27/2023	06/28/2023	17.67	SJC Road Dept	214412250 - Equipment Operation	
Motor Parts	125576	837837	06/27/2023	06/28/2023	170.04	SJC Road Dept	214412250 - Equipment Operation	
Motor Parts	125576	837886	06/27/2023	06/28/2023	31.06	SJC Road Dept	214412250 - Equipment Operation	
Motor Parts	125576	837918	06/27/2023	06/28/2023	171.34	SJC Road Dept	214412250 - Equipment Operation	
Motor Parts	125576	837921	06/27/2023	06/28/2023	5.69	SJC Road Dept	214412250 - Equipment Operation	
Motor Parts	125576	838012	06/27/2023	06/28/2023	187.05	SJC Road Dept	214412250 - Equipment Operation	
Motor Parts	125576	838404	06/27/2023	06/28/2023	3.08	SJC Road Dept	214412250 - Equipment Operation	
Motor Parts	125576	838476	06/27/2023	06/28/2023	2,600.00	SJC Road Dept	214412250 - Equipment Operation	
Motor Parts	125576	838733	06/27/2023	06/28/2023	19.20	SJC Road Dept	214412250 - Equipment Operation	
Motor Parts	125576	838865	06/27/2023	06/28/2023	45.28	SJC Road Dept	214412250 - Equipment Operation	
Motor Parts	125576	838885	06/27/2023	06/28/2023	71.72	SJC Road Dept	214412250 - Equipment Operation	
Motor Parts	125576	838960	06/27/2023	06/28/2023	41.94	SJC Road Dept	214412250 - Equipment Operation	
Motor Parts	125576	838978	06/27/2023	06/28/2023	-32.47	SJC Road Dept	214412250 - Equipment Operation	
Motor Parts	125576	839601	06/26/2023	06/28/2023	6.99	SJC Landfill	574424250 - Equipment Operation	
Motor Parts	125576	840091	06/26/2023	06/28/2023	13.98	SJC Landfill	574424250 - Equipment Operation	
					<u>\$3,693.73</u>			
Motor Parts	125646	838791	07/07/2023	07/07/2023	455.98	SJC AMB	264350250 - Equipment Operation	
Motor Parts	125646	838797	07/07/2023	07/07/2023	-36.00	SJC AMB	264350250 - Equipment Operation	
					<u>\$419.98</u>			
Motor Parts	125722	839404	07/10/2023	07/12/2023	84.53	SJC Road Dept	214412250 - Equipment Operation	
Motor Parts	125722	839422	07/10/2023	07/12/2023	26.40	SJC Road Dept	214412250 - Equipment Operation	
Motor Parts	125722	840020	07/10/2023	07/12/2023	143.32	SJC Road Dept	214412250 - Equipment Operation	
Motor Parts	125722	840169	07/10/2023	07/12/2023	95.90	SJC Road Dept	214412250 - Equipment Operation	
Motor Parts	125722	840456	07/10/2023	07/12/2023	1.15	SJC Road Dept	214412250 - Equipment Operation	
Motor Parts	125722	840495	07/10/2023	07/12/2023	63.01	SJC Road Dept	214412250 - Equipment Operation	
Motor Parts	125722	840518	07/10/2023	07/12/2023	135.78	SJC Road Dept	214412250 - Equipment Operation	
Motor Parts	125722	840564	07/10/2023	07/12/2023	581.82	SJC Road Dept	214412250 - Equipment Operation	
Motor Parts	125722	841152	07/11/2023	07/12/2023	4.59	SJC Sheriff	104210251 - Gas, Oil and Grease	
					<u>\$1,136.50</u>			
					<b>\$5,250.21</b>			
Motor Parts of Monticello	125462	552980	06/20/2023	06/22/2023	7.33	SJC Weed Dept	104256251 - Gas, Oil and Grease	
Motor Parts of Monticello	125462	553396	06/20/2023	06/22/2023	28.67	SJC Sheriff	104210251 - Gas, Oil and Grease	
Motor Parts of Monticello	125462	553416	06/20/2023	06/22/2023	-17.22	SJC Sheriff	104230610 - Miscellaneous Supplies	
Motor Parts of Monticello	125462	839472	06/20/2023	06/22/2023	24.45	SJC Landfill	574424250 - Equipment Operation	
					<u>\$43.23</u>			
Motor Parts of Monticello	125577	551550	06/27/2023	06/28/2023	54.59	SJC Road	214412250 - Equipment Operation	

**San Juan County  
Check Register  
All Bank Accounts - 06/15/2023 to 07/13/2023**

<u>Payee Name</u>	<u>Reference Number</u>	<u>Invoice Number</u>	<u>Invoice Ledger Date</u>	<u>Payment Date</u>	<u>Amount</u>	<u>Description</u>	<u>Ledger Account</u>	<u>Activity Code</u>
Motor Parts of Monticello	125577	551570	06/27/2023	06/28/2023	51.55	SJC Road	214412250 - Equipment Operation	
Motor Parts of Monticello	125577	551585	06/27/2023	06/28/2023	9.66	SJC Road	214412250 - Equipment Operation	
Motor Parts of Monticello	125577	551709	06/27/2023	06/28/2023	8.00	SJC Road	214412250 - Equipment Operation	
Motor Parts of Monticello	125577	551797	06/27/2023	06/28/2023	433.23	SJC Road	214412250 - Equipment Operation	
Motor Parts of Monticello	125577	551817	06/27/2023	06/28/2023	51.49	SJC Road	214412250 - Equipment Operation	
Motor Parts of Monticello	125577	551841	06/27/2023	06/28/2023	232.76	SJC Road	214412250 - Equipment Operation	
Motor Parts of Monticello	125577	551845	06/27/2023	06/28/2023	10.30	SJC Road	214412250 - Equipment Operation	
Motor Parts of Monticello	125577	551855	06/27/2023	06/28/2023	35.26	SJC Road	214412250 - Equipment Operation	
Motor Parts of Monticello	125577	551940	06/27/2023	06/28/2023	36.28	SJC Road	214412250 - Equipment Operation	
Motor Parts of Monticello	125577	551952	06/27/2023	06/28/2023	15.93	SJC Road	214412250 - Equipment Operation	
Motor Parts of Monticello	125577	551959	06/27/2023	06/28/2023	92.30	SJC Road	214412250 - Equipment Operation	
Motor Parts of Monticello	125577	552162	06/27/2023	06/28/2023	17.58	SJC Road	214412250 - Equipment Operation	
Motor Parts of Monticello	125577	552206	06/27/2023	06/28/2023	93.90	SJC Road	214412250 - Equipment Operation	
Motor Parts of Monticello	125577	552210	06/27/2023	06/28/2023	13.94	SJC Road	214412250 - Equipment Operation	
Motor Parts of Monticello	125577	552227	06/27/2023	06/28/2023	176.99	SJC Road	214412250 - Equipment Operation	
Motor Parts of Monticello	125577	552232	06/27/2023	06/28/2023	143.12	SJC Road	214412250 - Equipment Operation	
Motor Parts of Monticello	125577	552233	06/27/2023	06/28/2023	-45.50	SJC Road	214412250 - Equipment Operation	
Motor Parts of Monticello	125577	552371	06/27/2023	06/28/2023	35.58	SJC Road	214412250 - Equipment Operation	
Motor Parts of Monticello	125577	552491	06/27/2023	06/28/2023	28.06	SJC Road	214412250 - Equipment Operation	
Motor Parts of Monticello	125577	552669	06/27/2023	06/28/2023	109.94	SJC Road	214412250 - Equipment Operation	
Motor Parts of Monticello	125577	552880	06/27/2023	06/28/2023	75.02	SJC Road	214412250 - Equipment Operation	
Motor Parts of Monticello	125577	552890	06/27/2023	06/28/2023	10.50	SJC Road	214412250 - Equipment Operation	
Motor Parts of Monticello	125577	552896	06/27/2023	06/28/2023	36.08	SJC Road	214412250 - Equipment Operation	
Motor Parts of Monticello	125577	552910	06/27/2023	06/28/2023	339.27	SJC Road	214412250 - Equipment Operation	
Motor Parts of Monticello	125577	552922	06/27/2023	06/28/2023	746.82	SJC Road	214412250 - Equipment Operation	
Motor Parts of Monticello	125577	552932	06/27/2023	06/28/2023	4.00	SJC Road	214412250 - Equipment Operation	
Motor Parts of Monticello	125577	553000	06/27/2023	06/28/2023	128.32	SJC Road	214412250 - Equipment Operation	
					<u>\$2,944.97</u>			
Motor Parts of Monticello	125610	546475	07/07/2023	07/07/2023	7.50	SJC Ambulance	264350610 - Miscellaneous Supplies	
Motor Parts of Monticello	125723	551857	07/10/2023	07/12/2023	3,449.66	SJC Road	214412250 - Equipment Operation	
Motor Parts of Monticello	125723	553021	07/10/2023	07/12/2023	179.83	SJC Road	214412250 - Equipment Operation	
Motor Parts of Monticello	125723	553068	07/10/2023	07/12/2023	26.08	SJC Road	214412250 - Equipment Operation	
Motor Parts of Monticello	125723	553074	07/10/2023	07/12/2023	16.94	SJC Road	214412250 - Equipment Operation	
Motor Parts of Monticello	125723	553095	07/10/2023	07/12/2023	167.72	SJC Road	214412250 - Equipment Operation	
Motor Parts of Monticello	125723	553097	07/10/2023	07/12/2023	75.33	SJC Road	214412250 - Equipment Operation	
Motor Parts of Monticello	125723	553121	07/10/2023	07/12/2023	59.98	SJC Road	214412250 - Equipment Operation	
Motor Parts of Monticello	125723	553264	07/10/2023	07/12/2023	47.73	SJC Road	214412250 - Equipment Operation	
Motor Parts of Monticello	125723	553331	07/10/2023	07/12/2023	38.06	SJC Road	214412250 - Equipment Operation	
Motor Parts of Monticello	125723	553332	07/10/2023	07/12/2023	13.36	SJC Road	214412250 - Equipment Operation	
Motor Parts of Monticello	125723	553333	07/10/2023	07/12/2023	37.04	SJC Road	214412250 - Equipment Operation	
Motor Parts of Monticello	125723	553412	07/10/2023	07/12/2023	113.56	SJC Road	214412250 - Equipment Operation	
Motor Parts of Monticello	125723	553501	07/10/2023	07/12/2023	-1,453.07	SJC Road	214412250 - Equipment Operation	
Motor Parts of Monticello	125723	553860	07/10/2023	07/12/2023	19.67	SJC Road	214412250 - Equipment Operation	
Motor Parts of Monticello	125723	554038	07/10/2023	07/12/2023	5.38	SJC Road	214412250 - Equipment Operation	
Motor Parts of Monticello	125723	554066	07/10/2023	07/12/2023	7.97	SJC Road	104256250 - Equipment Operation	
Motor Parts of Monticello	125723	554083	07/10/2023	07/12/2023	5.85	SJC Road	214412250 - Equipment Operation	
					<u>\$2,811.09</u>			
					<b>\$5,806.79</b>			
Mountainland Supply Co	125506	S105446857.001	06/20/2023	06/22/2023	441.82	SJC Maintenance	104166260 - Buildings and Grounds	
Mountainland Supply Co	125506	S105458954.001	06/20/2023	06/22/2023	49.96	SJC Maintenance	104166260 - Buildings and Grounds	
					<u>\$491.78</u>			
Mountainland Supply Co	125578	S105461671.001	06/26/2023	06/28/2023	148.13	SJC Maintenance	104161260 - Buildings and Grounds	
Mountainland Supply Co	125578	S105463130.001	06/26/2023	06/28/2023	4,131.94	365552000-00001	45425615 - Contracts	
Mountainland Supply Co	125578	S105466106.001	06/26/2023	06/28/2023	22.17	SJC Maintenance	104161260 - Buildings and Grounds	
					<u>\$4,302.24</u>			

**San Juan County  
Check Register  
All Bank Accounts - 06/15/2023 to 07/13/2023**

<u>Payee Name</u>	<u>Reference Number</u>	<u>Invoice Number</u>	<u>Invoice Ledger Date</u>	<u>Payment Date</u>	<u>Amount</u>	<u>Description</u>	<u>Ledger Account</u>	<u>Activity Code</u>
Mountainland Supply Co	125724	S105461704.001	07/11/2023	07/12/2023	86.10	SJC Maintenance	104166260 - Buildings and Grounds	
Mountainland Supply Co	125724	S105485251.001	07/10/2023	07/12/2023	405.72	SJC Maintenance	104620260 - Buildings and Grounds	
					\$491.82			
					<b>\$5,285.84</b>			
MSFS of Utah	125579	20230623152622	06/26/2023	06/28/2023	495.00	SJC Aging	104682615 - Contracts	
					<b>\$495.00</b>			
Navajo Tribal UtilityAuthority	125488	34001471815	06/21/2023	06/22/2023	195.50	60378370- MC N Hwy 162 NE LDS CHR Tower	104574270 - Utilities	
Navajo Tribal UtilityAuthority	125488	34001471817	06/21/2023	06/22/2023	4.94	60378372 Abt HWY 162	104850270 - Utilities	
Navajo Tribal UtilityAuthority	125488	34001471818	06/21/2023	06/22/2023	9.15	60378373 - Abt State Road 162	104850270 - Utilities	
Navajo Tribal UtilityAuthority	125488	34001471820	06/21/2023	06/22/2023	0.36	60378375 Hwy 162 and Hwy 262	104850730 - Improvements Other Than	
					\$209.95			
Navajo Tribal UtilityAuthority	125580	32001534830	06/26/2023	06/28/2023	127.99	60040657 MZC Fire Station East	104225270 - Utilities	
Navajo Tribal UtilityAuthority	125580	34001471819	06/26/2023	06/28/2023	-31.97	60378374 101 S 100 E	104225270 - Utilities	
					\$96.02			
Navajo Tribal UtilityAuthority	125629	34001471814	07/07/2023	07/07/2023	105.26	60378368 4000 W HWY 163	214414270 - Utilities	
Navajo Tribal UtilityAuthority	125629	34001471816	07/07/2023	07/07/2023	26.60	60378371 Along Hwy 162	214414270 - Utilities	
					\$131.86			
Navajo Tribal UtilityAuthority	125725	36001304754	07/10/2023	07/12/2023	177.29	60378369	104574270 - Utilities	
					<b>\$615.12</b>			
Nay, Karah	125581	KN06212023	06/27/2023	06/28/2023	6,809.00	Purchase Reimbursement	104850620 - Miscellaneous Services	
					<b>\$6,809.00</b>			
New Technology Solutions	125503	20230615-14013	06/20/2023	06/22/2023	10.00	SJC Road Dept	214414260 - Buildings and Grounds	
New Technology Solutions	125503	4870	06/22/2023	06/22/2023	100.00	SJC Aging	104676310 - Professional and Technica	
New Technology Solutions	125503	4872	06/22/2023	06/22/2023	23.75	SJC Libraries	724169310 - Professional and Technica	
New Technology Solutions	125503	4872	06/22/2023	06/22/2023	35.62	SJC Libraries	724167310 - Professional and Technica	
New Technology Solutions	125503	4872	06/22/2023	06/22/2023	35.63	SJC Libraries	724168310 - Professional and Technica	
New Technology Solutions	125503	4873	06/22/2023	06/22/2023	80.00	SJC Buildings	104225310 - Professional and Technica	
New Technology Solutions	125503	4874	06/22/2023	06/22/2023	16.25	SJC Buildings	104163310 - Professional and Technica	
New Technology Solutions	125503	4874	06/22/2023	06/22/2023	16.25	SJC Buildings	104165310 - Professional and Technica	
New Technology Solutions	125503	4874	06/22/2023	06/22/2023	48.75	SJC Buildings	104161310 - Professional and Technica	
New Technology Solutions	125503	4874	06/22/2023	06/22/2023	48.75	SJC Buildings	104166310 - Professional and Technica	
					\$415.00			
New Technology Solutions	125726	4871	07/12/2023	07/12/2023	40.00	SJC Ambulance	264350310 - Professional and Technica	
New Technology Solutions	125726	4905	07/11/2023	07/12/2023	40.00	SJC Public Health	255007.260 - Indirect Admin Buildings	
					\$80.00			
					<b>\$495.00</b>			
Nicholas & Company	125535	8377700	06/20/2023	06/22/2023	247.53	SJC Sheriff	104230480 - Kitchen Food	
Nicholas & Company	125535	8381010	06/20/2023	06/22/2023	1,597.22	SJC Sheriff	104230480 - Kitchen Food	
Nicholas & Company	125535	8381015	06/21/2023	06/22/2023	907.31	SJC Aging	104678323 - Meals - Monticello	
Nicholas & Company	125535	8381015	06/21/2023	06/22/2023	907.32	SJC Aging	104677323 - Meals - Monticello	
Nicholas & Company	125535	8381017	06/21/2023	06/22/2023	979.30	SJC Aging	104677325 - Meals - Blanding	
Nicholas & Company	125535	8381017	06/21/2023	06/22/2023	979.30	SJC Aging	104678325 - Meals - Blanding	
Nicholas & Company	125535	8385425	06/22/2023	06/22/2023	385.04	SJC Sheriff	104230480 - Kitchen Food	
Nicholas & Company	125535	8388946	06/22/2023	06/22/2023	1,714.43	SJC Sheriff	104230480 - Kitchen Food	
					\$7,717.45			
Nicholas & Company	125670	8393049	07/06/2023	07/07/2023	261.99	SJC Sheriff	104230480 - Kitchen Food	
Nicholas & Company	125670	8396750	07/06/2023	07/07/2023	957.05	SJC Sheriff	104230480 - Kitchen Food	
					\$1,219.04			

**San Juan County  
Check Register  
All Bank Accounts - 06/15/2023 to 07/13/2023**

<u>Payee Name</u>	<u>Reference Number</u>	<u>Invoice Number</u>	<u>Invoice Ledger Date</u>	<u>Payment Date</u>	<u>Amount</u>	<u>Description</u>	<u>Ledger Account</u>	<u>Activity Code</u>
Nicholas & Company	125727	8396756	07/10/2023	07/12/2023	848.50	SJC Aging	104677325 - Meals - Blanding	
Nicholas & Company	125727	8396756	07/10/2023	07/12/2023	849.40	SJC Aging	104678325 - Meals - Blanding	
Nicholas & Company	125727	8400971	07/11/2023	07/12/2023	545.78	SJC Sheriff	104230480 - Kitchen Food	
Nicholas & Company	125727	8404428	07/10/2023	07/12/2023	1,295.73	SJC Sheriff	104230480 - Kitchen Food	
Nicholas & Company	125727	8404431	07/10/2023	07/12/2023	973.54	SJC Aging	104677323 - Meals - Monticello	
Nicholas & Company	125727	8404434	07/10/2023	07/12/2023	192.80	Blanding Senior Center	104677325 - Meals - Blanding	
Nicholas & Company	125727	8404434	07/10/2023	07/12/2023	192.80	Blanding Senior Center	104678325 - Meals - Blanding	
Nicholas & Company	125727	8408253	07/10/2023	07/12/2023	120.88	SJC Sheriff	104230480 - Kitchen Food	
					\$5,019.43			
					<b>\$13,955.92</b>			
Nielson, Jasmine	125582	JN06262023	06/26/2023	06/28/2023	100.00	Utah Recorders Association	104144480 - Special Department Suppl	
					<b>\$100.00</b>			
ODP Business Solutions LLC	125514	316061366001	06/22/2023	06/22/2023	28.36	SJC Recorder	104144110 - Salaries and Wages	
ODP Business Solutions LLC	125514	316061367001	06/22/2023	06/22/2023	63.99	SJC Recorder	104144110 - Salaries and Wages	
ODP Business Solutions LLC	125514	316061368001	06/22/2023	06/22/2023	105.59	SJC Recorder	104144110 - Salaries and Wages	
ODP Business Solutions LLC	125514	317577624001	06/22/2023	06/22/2023	94.86	SJC Assessor	104146240 - Office Expense	
ODP Business Solutions LLC	125514	318458413001	06/22/2023	06/22/2023	439.98	SJC Assessor	104146240 - Office Expense	
					\$732.78			
ODP Business Solutions LLC	125583	314351851001	06/26/2023	06/28/2023	42.11	SJC Road Dept	214414240 - Office Expense	
ODP Business Solutions LLC	125583	314361852001	06/26/2023	06/28/2023	19.26	SJC Road Dept	214414240 - Office Expense	
ODP Business Solutions LLC	125583	316041041001	06/27/2023	06/28/2023	121.95	SJC Public Health	255007.240 - Indirect Admin Office exp	
					\$183.32			
ODP Business Solutions LLC	125728	315746391001	07/11/2023	07/12/2023	140.28	SJC Justice Court	104122240 - Office Expense	
ODP Business Solutions LLC	125728	315775225001	07/11/2023	07/12/2023	5.59	SJC Justice Court	104122240 - Office Expense	
ODP Business Solutions LLC	125728	316053698001	07/11/2023	07/12/2023	42.01	290885 SJC Recorder	104144240 - Office Expense	
					\$187.88			
					<b>\$1,103.98</b>			
Olguin, Christopher	125478	CO06152023	06/20/2023	06/22/2023	100.00	BOOT ALLOWANCE	214414480 - Special Department Suppl	
					<b>\$100.00</b>			
Olsen, Avery	125471	AO06122023	06/21/2023	06/22/2023	75.11	Purchase Reimbursement	104215620 - Miscellaneous Services	
					<b>\$75.11</b>			
OpenGov Inc.	125681	20230628-15014	07/07/2023	07/07/2023	2,913.26	SJC Road	214412210 - Subscriptions and Membe	
					<b>\$2,913.26</b>			
OTIS	125584	435494	06/26/2023	06/28/2023	1,202.91	SJC Public Saftey	104166310 - Professional and Technica	
					<b>\$1,202.91</b>			
Package Runner Logistics LLC	125729	23475	07/11/2023	07/12/2023	36.40	San Juan Public Health	255740.241 - State LHD Eviron Postag	
					<b>\$36.40</b>			
Packard Wholesale Co.	125524	INV209680	06/20/2023	06/22/2023	68.82	SJC Sheriff's Office	104230350 - State Prisoner Expenses	
Packard Wholesale Co.	125524	INV209688	06/20/2023	06/22/2023	62.47	SJC Court House	104620260 - Buildings and Grounds	
Packard Wholesale Co.	125524	INV209691	06/20/2023	06/22/2023	51.69	SJC Sheriff's Office	104230480 - Kitchen Food	
Packard Wholesale Co.	125524	INV209693	06/21/2023	06/22/2023	67.63	SJC Aging	104678325 - Meals - Blanding	
Packard Wholesale Co.	125524	INV209693	06/21/2023	06/22/2023	67.64	SJC Aging	104677325 - Meals - Blanding	
Packard Wholesale Co.	125524	INV209695	06/20/2023	06/22/2023	414.23	SJC Sheriff's Office	104230350 - State Prisoner Expenses	
Packard Wholesale Co.	125524	INV209734	06/21/2023	06/22/2023	79.44	SJC Aging	104677323 - Meals - Monticello	
Packard Wholesale Co.	125524	INV209734	06/21/2023	06/22/2023	79.44	SJC Aging	104678323 - Meals - Monticello	
Packard Wholesale Co.	125524	INV210162	06/21/2023	06/22/2023	371.71	SJC Fuel Bill	104230350 - State Prisoner Expenses	

**San Juan County  
Check Register  
All Bank Accounts - 06/15/2023 to 07/13/2023**

<u>Payee Name</u>	<u>Reference Number</u>	<u>Invoice Number</u>	<u>Invoice Ledger Date</u>	<u>Payment Date</u>	<u>Amount</u>	<u>Description</u>	<u>Ledger Account</u>	<u>Activity Code</u>
Packard Wholesale Co.	125524	INV210217	06/21/2023	06/22/2023	210.93	SJC Sheriff's Office	104230350 - State Prisoner Expenses	
					\$1,474.00			
Packard Wholesale Co.	125585	INV210719	06/26/2023	06/28/2023	96.64	SJC Aging	104678325 - Meals - Blanding	
Packard Wholesale Co.	125585	INV210719	06/26/2023	06/28/2023	96.65	SJC Aging	104677325 - Meals - Blanding	
Packard Wholesale Co.	125585	INV210728	06/26/2023	06/28/2023	66.87	SJC Aging	104678323 - Meals - Monticello	
Packard Wholesale Co.	125585	INV210728	06/26/2023	06/28/2023	66.88	SJC Aging	104677323 - Meals - Monticello	
Packard Wholesale Co.	125585	INV210733	06/27/2023	06/28/2023	137.64	SJC Public Safety	104230350 - State Prisoner Expenses	
Packard Wholesale Co.	125585	INV210735	06/27/2023	06/28/2023	453.10	SJC Public Safety	104230350 - State Prisoner Expenses	
					\$917.78			
Packard Wholesale Co.	125637	INV210725	07/06/2023	07/07/2023	53.58	Custodial Supplies	724168260 - Buildings and Grounds	
Packard Wholesale Co.	125637	INV210737	07/06/2023	07/07/2023	175.32	SJC Sheriff's Office	104230480 - Kitchen Food	
					\$228.90			
Packard Wholesale Co.	125730	INV211159	07/10/2023	07/12/2023	371.71	SJC Sheriff's Office	104230350 - State Prisoner Expenses	
Packard Wholesale Co.	125730	INV211220	07/10/2023	07/12/2023	669.43	SJC Sheriff's Office	104230350 - State Prisoner Expenses	
Packard Wholesale Co.	125730	INV211251	07/11/2023	07/12/2023	95.40	SJC Sheriff's Office	104230480 - Kitchen Food	
Packard Wholesale Co.	125730	INV211267	07/11/2023	07/12/2023	48.88	SJC Public Health	255007.260 - Indirect Admin Buildings	
Packard Wholesale Co.	125730	INV211767	07/10/2023	07/12/2023	55.90	SJC Senior Center	104677323 - Meals - Monticello	
Packard Wholesale Co.	125730	INV211767	07/10/2023	07/12/2023	55.90	SJC Senior Center	104678323 - Meals - Monticello	
Packard Wholesale Co.	125730	INV211785	07/11/2023	07/12/2023	67.27	SJC Public Health	255007.260 - Indirect Admin Buildings	
Packard Wholesale Co.	125730	INV211788	07/10/2023	07/12/2023	293.42	SJC Sheriff's Office	104230350 - State Prisoner Expenses	
Packard Wholesale Co.	125730	INV211789	07/10/2023	07/12/2023	11.76	SJC Sheriff's Office	104230350 - State Prisoner Expenses	
					\$1,669.67			
					<b>\$4,290.35</b>			
Palmer, Hailie	125667	HPalmer0627202	07/06/2023	07/07/2023	1,000.00	Queen Prize	104625240 - Office Expense	
					<b>\$1,000.00</b>			
PEHP	125692	141677	07/07/2023	07/07/2023	226,168.14	Health Insurance	102226000 - Health Insurance	
PEHP	125692	155690	07/07/2023	07/07/2023	224,521.83	Health Insurance	102226000 - Health Insurance	
					\$450,689.97			
					<b>\$450,689.97</b>			
Penworthy Company	125586	591401-IN	06/27/2023	06/28/2023	1,127.58	SJC Libraries	724581920 - Grant Expenses	
					<b>\$1,127.58</b>			
Peters Scofield	125587	20230627125757	06/27/2023	06/28/2023	10,639.81	San Juan County Clerk	104142310 - Professional and Technica	
					<b>\$10,639.81</b>			
Peterson, Jared	125485	JP06122023	06/21/2023	06/22/2023	176.41	Search and Rescue	104215620 - Miscellaneous Services	
					<b>\$176.41</b>			
Petty Cash	125457	20230616104052	06/21/2023	06/22/2023	6.11	La Sal Library	724581920 - Grant Expenses	
Petty Cash	125458	20230616104114	06/21/2023	06/22/2023	14.91	Blanding Library	724581920 - Grant Expenses	
Petty Cash	125609	20230629160741	07/06/2023	07/07/2023	4.13	La Sal Library	724581920 - Grant Expenses	
					<b>\$25.15</b>			
Pick-A-Stitch	125588	2893	06/27/2023	06/28/2023	1,793.44	Stampede Rodeo	104850620 - Miscellaneous Services	
Pick-A-Stitch	125640	2926	07/06/2023	07/07/2023	280.00	SJC Fair	104625240 - Office Expense	
					<b>\$2,073.44</b>			
Pitney Bowes	125477	1023266116	06/22/2023	06/22/2023	91.29	0010203954 SJC Sheriff	104230241 - Postage	
					<b>\$91.29</b>			

**San Juan County  
Check Register  
All Bank Accounts - 06/15/2023 to 07/13/2023**

<u>Payee Name</u>	<u>Reference Number</u>	<u>Invoice Number</u>	<u>Invoice Ledger Date</u>	<u>Payment Date</u>	<u>Amount</u>	<u>Description</u>	<u>Ledger Account</u>	<u>Activity Code</u>
Podmore, Zak	125466	ZP06092023	06/20/2023	06/22/2023	50.00	Library Board Meeting	724580620 - Miscellaneous Services	
					<b>\$50.00</b>			
Public Employees Health Program	125635	123952160	07/07/2023	07/07/2023	34.58	Active Employee Premium	104230310 - Professional and Technica	
Public Employees Health Program	125635	123959620	07/07/2023	07/07/2023	34.58	Active Employee Premium	104230310 - Professional and Technica	
Public Employees Health Program	125635	123967609	07/07/2023	07/07/2023	34.58	Active Employee Premium	104230310 - Professional and Technica	
Public Employees Health Program	125635	123975315	07/07/2023	07/07/2023	34.58	Active Employee Premium	104230310 - Professional and Technica	
Public Employees Health Program	125635	123983282	07/07/2023	07/07/2023	34.58	Active Employee Premium	104230310 - Professional and Technica	
Public Employees Health Program	125635	123991330	07/07/2023	07/07/2023	34.58	Active Employee Premium	104230310 - Professional and Technica	
					\$207.48			
					<b>\$207.48</b>			
Pugh, Delton	125732	DP07062023	07/10/2023	07/12/2023	370.00	Travel Reimbursement	104682230 - Travel Expense	
					<b>\$370.00</b>			
Quadient Finance USA, Inc.	125589	20230627125654	06/27/2023	06/28/2023	97.67	7900 0440 8053 4286	104150241 - Postage	
					<b>\$97.67</b>			
Quality Garage Doors Inc.	125743	18482	07/11/2023	07/12/2023	600.00	Public Safety Building	104166310 - Professional and Technica	
					<b>\$600.00</b>			
Quill Corporation	125528	32556439	06/21/2023	06/22/2023	1,696.16	SJC Aging	104150240 - Office Expense	
					<b>\$1,696.16</b>			
Rahm Transport & Logistics LLC	125688	2010	07/07/2023	07/07/2023	7,200.00	SJC Road Dept	214414410 - Road Supplies	
Rahm Transport & Logistics LLC	125688	2011	07/07/2023	07/07/2023	12,000.00	SJC Road Dept	214414410 - Road Supplies	
					\$19,200.00			
Rahm Transport & Logistics LLC	125744	2013	07/11/2023	07/12/2023	14,400.00	SJC Road Dept	214414410 - Road Supplies	
Rahm Transport & Logistics LLC	125744	2017	07/11/2023	07/12/2023	4,950.00	SJC Road Dept	214414410 - Road Supplies	
					\$19,350.00			
					<b>\$38,550.00</b>			
Redd's Ace Hardware	125489	877145	06/20/2023	06/22/2023	8.37	SJC Road	214412250 - Equipment Operation	
Redd's Ace Hardware	125489	877245	06/20/2023	06/22/2023	49.31	SJC Maintenance	104166260 - Buildings and Grounds	
Redd's Ace Hardware	125489	877772	06/20/2023	06/22/2023	35.56	SJC Landfill	574424240 - Office Expense	
Redd's Ace Hardware	125489	877854	06/20/2023	06/22/2023	54.98	SJC Landfill	574424260 - Buildings and Grounds	
Redd's Ace Hardware	125489	878261	06/20/2023	06/22/2023	59.98	SJC Maintenance	104166260 - Buildings and Grounds	
Redd's Ace Hardware	125489	878264	06/20/2023	06/22/2023	20.83	SJC Maintenance	104166260 - Buildings and Grounds	
					\$229.03			
Redd's Ace Hardware	125590	876884	06/27/2023	06/28/2023	19.96	Blanding Library	724581920 - Grant Expenses	
Redd's Ace Hardware	125590	877774	06/27/2023	06/28/2023	47.97	Blanding Library	724581920 - Grant Expenses	
Redd's Ace Hardware	125590	878549	06/27/2023	06/28/2023	79.99	SJC Road	214412250 - Equipment Operation	
Redd's Ace Hardware	125590	878561	06/27/2023	06/28/2023	15.55	SJC Public Health	255740.241 - State LHD Eviron Postag	
Redd's Ace Hardware	125590	878581	06/26/2023	06/28/2023	15.99	SJC Landfill	574424240 - Office Expense	
Redd's Ace Hardware	125590	878663	06/26/2023	06/28/2023	17.99	SJC Landfill	574424240 - Office Expense	
Redd's Ace Hardware	125590	878673	06/27/2023	06/28/2023	25.98	SJC Public Health	255740.480 - State LHD Eviron Special	
					\$223.43			
Redd's Ace Hardware	125626	876304	07/07/2023	07/07/2023	12.99	SJC Ambulance	264350330 - Employee Education	
Redd's Ace Hardware	125626	876717	07/07/2023	07/07/2023	8.59	SJC Ambulance	264350610 - Miscellaneous Supplies	
Redd's Ace Hardware	125626	877005	07/07/2023	07/07/2023	27.98	SJC Ambulance	264350610 - Miscellaneous Supplies	
Redd's Ace Hardware	125626	878260	07/07/2023	07/07/2023	51.17	SJC Ambulance	264350260 - Buildings and Grounds	
Redd's Ace Hardware	125626	879090	07/07/2023	07/07/2023	14.36	SJC Road	214412240 - Office Expense	
					\$115.09			

**San Juan County  
Check Register  
All Bank Accounts - 06/15/2023 to 07/13/2023**

<u>Payee Name</u>	<u>Reference Number</u>	<u>Invoice Number</u>	<u>Invoice Ledger Date</u>	<u>Payment Date</u>	<u>Amount</u>	<u>Description</u>	<u>Ledger Account</u>	<u>Activity Code</u>
Redd's Ace Hardware	125745	879282	07/11/2023	07/12/2023	14.97	SJC Public Health	255220.480 - CSHCN Special departm	
Redd's Ace Hardware	125745	879475	07/11/2023	07/12/2023	9.99	SJC Road	214412260 - Buildings and Grounds	
					<u>\$24.96</u>			
					<b>\$592.51</b>			
Right on Que LLP	125537	20230310131016	03/20/2023	06/22/2023	9,000.00	Rural Grant	104192920 - Grants	
					<u>\$9,000.00</u>			
Roberts, Nichole	125591	306	06/26/2023	06/28/2023	23.60	TRANSPORT	104672610 - Miscellaneous Supplies	
Roberts, Nichole	125591	313	06/26/2023	06/28/2023	23.60	TRANSPORT	104672610 - Miscellaneous Supplies	
Roberts, Nichole	125591	314	06/26/2023	06/28/2023	6.24	TRANSPORT	104672610 - Miscellaneous Supplies	
Roberts, Nichole	125591	317	06/26/2023	06/28/2023	7.20	TRANSPORT	104672610 - Miscellaneous Supplies	
					<u>\$60.64</u>			
					<b>\$60.64</b>			
Rock, Christine	125746	20230707165713	07/10/2023	07/12/2023	300.00	Alternatives	104679615 - Contracts	
					<u>\$300.00</u>			
Rocky Mountain Power	125470	20230616121832	06/21/2023	06/22/2023	57.04	59271696-0022 Lasal Fire	104225270 - Utilities	
Rocky Mountain Power	125592	20230623153130	06/26/2023	06/28/2023	31.00	59288636-0045 Fire House/AMB	104225270 - Utilities	
Rocky Mountain Power	125592	20230623153136	06/26/2023	06/28/2023	26.30	73241784-0038 SJC Fire Control	104225270 - Utilities	
					<u>\$57.30</u>			
Rocky Mountain Power	125747	20230706172833	07/11/2023	07/12/2023	104.69	59271696-0048 SJC Road	104225270 - Utilities	
Rocky Mountain Power	125747	20230706172834	07/11/2023	07/12/2023	17.99	59405396-0029 SJC Road	214414270 - Utilities	
Rocky Mountain Power	125747	20230707114506	07/11/2023	07/12/2023	148.93	59288636-0037	104574270 - Utilities	
Rocky Mountain Power	125747	20230707165006	07/10/2023	07/12/2023	244.11	59271696-0055	104672270 - Utilities	
					<u>\$515.72</u>			
					<b>\$630.06</b>			
Rose, Evan	125473	ER06152023	06/20/2023	06/22/2023	80.00	Boot Allowance	214414480 - Special Department Suppl	
					<u>\$80.00</u>			
Rush Truck Centers of Utah Inc	125618	3032943670	07/07/2023	07/07/2023	55.90	SJC Road Dept	214412250 - Equipment Operation	
					<u>\$55.90</u>			
Safety Supply & Sign Co. Inc.	125654	185440	07/07/2023	07/07/2023	32.08	SJC Road Dept	104150610 - Miscellaneous Supplies	
Safety Supply & Sign Co. Inc.	125654	185440	07/07/2023	07/07/2023	498.92	SJC Road Dept	214414410 - Road Supplies	
					<u>\$531.00</u>			
					<b>\$531.00</b>			
San Juan Building Supply Inc.	125501	2304-222542	06/20/2023	06/22/2023	216.88	SJC Maintenance	104161260 - Buildings and Grounds	
San Juan Building Supply Inc.	125501	2306-225432	06/16/2023	06/22/2023	125.88	SJC Landfill	574424260 - Buildings and Grounds	
					<u>\$342.76</u>			
San Juan Building Supply Inc.	125593	2306-226797	06/26/2023	06/28/2023	68.80	SJC Maintenance	724167260 - Buildings and Grounds	
San Juan Building Supply Inc.	125593	2306-226838	06/26/2023	06/28/2023	54.00	SJC Maintenance	724167260 - Buildings and Grounds	
					<u>\$122.80</u>			
San Juan Building Supply Inc.	125627	2305-223050	07/07/2023	07/07/2023	120.00	SJC Road Dept	214414255 - Equipment Rental	
					<u>\$585.56</u>			
San Juan Clinic	125594	9130352	06/27/2023	06/28/2023	160.29	125762 Kenrick Slim	104230312 - Medical Expenses	
San Juan Clinic	125748	9135544	07/11/2023	07/12/2023	341.13	Eric Harjo	104230312 - Medical Expenses	



**San Juan County  
Check Register  
All Bank Accounts - 06/15/2023 to 07/13/2023**

<u>Payee Name</u>	<u>Reference Number</u>	<u>Invoice Number</u>	<u>Invoice Ledger Date</u>	<u>Payment Date</u>	<u>Amount</u>	<u>Description</u>	<u>Ledger Account</u>	<u>Activity Code</u>
San Juan Clinic	125748	9137506	07/11/2023	07/12/2023	265.00	Philip Dykeman	104230312 - Medical Expenses	
San Juan Clinic	125748	9138331	07/11/2023	07/12/2023	112.00	9138331 Dave Wells	104230312 - Medical Expenses	
San Juan Clinic	125748	9138341	07/11/2023	07/12/2023	116.11	126037 Eric Harjo	104230312 - Medical Expenses	
					<u>\$834.24</u>			
					<b>\$994.53</b>			
San Juan Health Services	125480	6132023	06/16/2023	06/22/2023	105.00	1/3 landscaping	255007.260 - Indirect Admin Buildings	
					<u>\$105.00</u>			
San Juan Hospital	125496	20230616104135	06/21/2023	06/22/2023	244.03	124669 J Perez	104230312 - Medical Expenses	
San Juan Hospital	125595	9133268	06/27/2023	06/28/2023	20.55	105780 Rianna Shumway	104230310 - Professional and Technica	
San Juan Hospital	125749	20230707090517	07/11/2023	07/12/2023	265.00	126043 Philip Dykeman	104230312 - Medical Expenses	
					<u>\$529.58</u>			
San Juan Record	125516	162874_162905	06/16/2023	06/22/2023	128.00	SJC Planning	104114240 - Office Expense	
San Juan Record	125516	162924	06/20/2023	06/22/2023	84.00	SJC Weed Dept	104256220 - Public Notices	
San Juan Record	125516	SJCHR0523	06/20/2023	06/22/2023	313.00	SJC Human Resources	104134220 - Public Notices	
San Juan Record	125516	SJCWEED0523	06/20/2023	06/22/2023	408.00	SJC Weed Dept	104256220 - Public Notices	
					<u>\$933.00</u>			
San Juan Record	125596	162907	06/26/2023	06/28/2023	46.50	SJC Landfill	574424240 - Office Expense	
San Juan Record	125622	163050	07/03/2023	07/07/2023	64.40	Bids for Cal Black Airport	105430620 - Miscellaneous Services	
San Juan Record	125622	163104	07/06/2023	07/07/2023	32.20	Bids for Cal Black Airport	105430220 - Public Notices	
					<u>\$96.60</u>			
San Juan Record	125750	163103	07/11/2023	07/12/2023	21.00	SJC Recorder	104144240 - Office Expense	
					<u>\$1,097.10</u>			
Scales and Tails Utah, Inc	125597	2020	06/27/2023	06/28/2023	1,430.00	SJC Library	724581920 - Grant Expenses	
					<u>\$1,430.00</u>			
Shumway Backhoe Service	125598	77230	06/27/2023	06/28/2023	1,750.00	Stampede Rodeo	104850620 - Miscellaneous Services	
					<u>\$1,750.00</u>			
Silas, Marilyn	125751	20230707165658	07/10/2023	07/12/2023	560.00	Alternatives	104679615 - Contracts	
					<u>\$560.00</u>			
Simpleview LLC	125752	INV359559	07/11/2023	07/12/2023	333.33	SJC Econ Dev and Visitor Services	104193210 - Subscriptions and Membe	
					<u>\$333.33</u>			
Skinner, Ron	125599	RS003	06/27/2023	06/28/2023	28.82	Board Meeting Travel	255007.230 - Indirect Admin Travel exp	
					<u>\$28.82</u>			
Snap - On Tools	125753	6272349018	07/11/2023	07/12/2023	759.05	SJC Road	214412210 - Subscriptions and Membe	
					<u>\$759.05</u>			
Snyder, Madi	125650	MSnyder0627202	07/06/2023	07/07/2023	500.00	Queen Prize	104625240 - Office Expense	
					<u>\$500.00</u>			
Sorenson Advertising, dba Relic Age	125754	209150	07/12/2023	07/12/2023	20,000.00	SJC Economic Dev	104193490 - Advertising and Promotion	
					<u>\$20,000.00</u>			
Southwest Colorado TV	125680	06-27	07/06/2023	07/07/2023	2,392.38	SJC COMMUNICATIONS	104574615 - Contracts	
					<u>\$2,392.38</u>			

**San Juan County  
Check Register  
All Bank Accounts - 06/15/2023 to 07/13/2023**

<u>Payee Name</u>	<u>Reference Number</u>	<u>Invoice Number</u>	<u>Invoice Ledger Date</u>	<u>Payment Date</u>	<u>Amount</u>	<u>Description</u>	<u>Ledger Account</u>	<u>Activity Code</u>
Steele, Stacey	125628	SS06272023	07/07/2023	07/07/2023	121.11	Travel Reimbursement	104144230 - Travel Expense	
					<b>\$121.11</b>			
Stubbs, Silvia	125529	SS06212023	06/22/2023	06/22/2023	1,806.00	Travel Reimbursement	104111230 - Travel Expense	
					<b>\$1,806.00</b>			
Sunada, Grant	125755	GS06232023	07/10/2023	07/12/2023	474.37	Travel Reimbursement	255007.230 - Indirect Admin Travel exp	
					<b>\$474.37</b>			
Sysco Intermountain Food Svc.	125526	585036346	06/20/2023	06/22/2023	355.82	SJC Jail	104230480 - Kitchen Food	
Sysco Intermountain Food Svc.	125526	585049969	06/22/2023	06/22/2023	710.89	SJC SHERIFF	104230480 - Kitchen Food	
Sysco Intermountain Food Svc.	125526	585061778	06/22/2023	06/22/2023	436.90	SJC SHERIFF	104230480 - Kitchen Food	
					<b>\$1,503.61</b>			
Sysco Intermountain Food Svc.	125643	585075617	07/06/2023	07/07/2023	327.45	SJC SHERIFF	104230480 - Kitchen Food	
Sysco Intermountain Food Svc.	125756	585094043	07/11/2023	07/12/2023	410.08	SJC SHERIFF	104230480 - Kitchen Food	
					<b>\$2,241.14</b>			
Tapaha, Edward	125600	ET0102032023	06/26/2023	06/28/2023	1,018.54	Medicaid Waiver Translating	104682615 - Contracts	
Tapaha, Edward	125600	ET0405062023	06/26/2023	06/28/2023	1,026.02	Medicaid Waiver Translating	104682615 - Contracts	
					<b>\$2,044.56</b>			
					<b>\$2,044.56</b>			
Taylor, Jory	125652	JTaylor06272023	07/06/2023	07/07/2023	502.50	Queen Judge/Mileage	104625240 - Office Expense	
					<b>\$502.50</b>			
The Appraisers Inc	125527	3502	06/20/2023	06/22/2023	1,583.04	SJC ASSESSOR	104146620 - Miscellaneous Services	
					<b>\$1,583.04</b>			
The Atomic Blue Motor-Inn	125601	20230627140930	06/27/2023	06/28/2023	1,505.09	Stampede Rodeo	104850620 - Miscellaneous Services	
					<b>\$1,505.09</b>			
TM Premier Services	125508	10042	06/20/2023	06/22/2023	60.00	Mowing Service	104161310 - Professional and Technica	
TM Premier Services	125508	10043	06/20/2023	06/22/2023	60.00	Mowing Service	104161310 - Professional and Technica	
TM Premier Services	125508	10044	06/20/2023	06/22/2023	70.00	Mowing Service	104166310 - Professional and Technica	
TM Premier Services	125508	10045	06/20/2023	06/22/2023	70.00	Mowing Service	104166310 - Professional and Technica	
TM Premier Services	125508	10046	06/20/2023	06/22/2023	30.00	Mowing Service	104165310 - Professional and Technica	
TM Premier Services	125508	10047	06/20/2023	06/22/2023	30.00	Mowing Service	104165310 - Professional and Technica	
TM Premier Services	125508	10048	06/20/2023	06/22/2023	40.00	Mowing Service	724167310 - Professional and Technica	
TM Premier Services	125508	10049	06/20/2023	06/22/2023	40.00	SJC Monticello Library	724167310 - Professional and Technica	
TM Premier Services	125508	10050	06/20/2023	06/22/2023	40.00	SJC Blanding Library	724168310 - Professional and Technica	
TM Premier Services	125508	10051	06/20/2023	06/22/2023	40.00	SJC Blanding Library	724168310 - Professional and Technica	
TM Premier Services	125508	10052	06/20/2023	06/22/2023	30.00	SJC Blanding Annex	104163310 - Professional and Technica	
TM Premier Services	125508	10053	06/20/2023	06/22/2023	30.00	SJC Blanding Annex	104163310 - Professional and Technica	
					<b>\$540.00</b>			
TM Premier Services	125602	10000	06/26/2023	06/28/2023	30.00	Mowing Service	104165310 - Professional and Technica	
TM Premier Services	125602	10004	06/26/2023	06/28/2023	40.00	Mowing Service	724167310 - Professional and Technica	
TM Premier Services	125602	10008	06/26/2023	06/28/2023	40.00	Mowing Service	724168310 - Professional and Technica	
TM Premier Services	125602	10012	06/26/2023	06/28/2023	30.00	Mowing Service	104163310 - Professional and Technica	
TM Premier Services	125602	10016	06/26/2023	06/28/2023	60.00	Mowing Service	104161310 - Professional and Technica	
TM Premier Services	125602	9996	06/26/2023	06/28/2023	70.00	Mowing Service	104166310 - Professional and Technica	
					<b>\$270.00</b>			
					<b>\$810.00</b>			

**San Juan County  
Check Register  
All Bank Accounts - 06/15/2023 to 07/13/2023**

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account	Activity Code
Todachinnie, Herbert	125638	HT06232023	07/07/2023	07/07/2023	240.00	SJC Sheriff	104230110 - Salaries and Wages	
					<b>\$240.00</b>			
U.S. Bank Corporate Payment	125757	CC06122023	07/11/2023	07/12/2023	146.00	4246-0446-5302-1950 Todd Adair	214414140 - Other Employee Benefits	
U.S. Bank Corporate Payment	125757	CC06122023AF	07/11/2023	07/12/2023	43.37	4246-0470-0071-7485 Alan Freestone	104210610 - Miscellaneous Supplies	
U.S. Bank Corporate Payment	125757	CC06122023AY	07/11/2023	07/12/2023	24.02	4246-0470-0107-1528 Allison Yamamoto-Sparks	104193490 - Advertising and Promotion	
U.S. Bank Corporate Payment	125757	CC06122023AY	07/11/2023	07/12/2023	518.77	4246-0470-0107-1528 Allison Yamamoto-Sparks	104193480 - Special Department Suppl	
U.S. Bank Corporate Payment	125757	CC06122023AY	07/11/2023	07/12/2023	1,791.10	4246-0470-0107-1528 Allison Yamamoto-Sparks	104193230 - Travel Expense	
U.S. Bank Corporate Payment	125757	CC06122023DG	07/11/2023	07/12/2023	508.45	4246-0441-0129-6816 David Gallegos	104220615 - Contracts	
U.S. Bank Corporate Payment	125757	CC06122023EG	07/11/2023	07/12/2023	13.86	4246-0470-0139-5331 Elaine Gizler	104193210 - Subscriptions and Membe	
U.S. Bank Corporate Payment	125757	CC06122023EG	07/11/2023	07/12/2023	513.88	4246-0470-0139-5331 Elaine Gizler	104192210 - Subscriptions and Membe	
U.S. Bank Corporate Payment	125757	CC06122023EG	07/11/2023	07/12/2023	1,210.26	4246-0470-0139-5331 Elaine Gizler	104193490 - Advertising and Promotion	
U.S. Bank Corporate Payment	125757	CC06122023EG	07/11/2023	07/12/2023	1,881.64	4246-0470-0139-5331 Elaine Gizler	104193230 - Travel Expense	
U.S. Bank Corporate Payment	125757	CC06122023JB	07/11/2023	07/12/2023	402.41	4246-0470-0118-9890 - Jay Begay	104210480 - Special Department Suppl	
U.S. Bank Corporate Payment	125757	CC06122023JB	07/11/2023	07/12/2023	1,323.83	4246-0470-0118-9890 - Jay Begay	104211610 - Miscellaneous Supplies	
U.S. Bank Corporate Payment	125757	CC06122023KC	07/11/2023	07/12/2023	94.00	4246-0470-0056-1370 Kent Cantrell	104147241 - Postage	
U.S. Bank Corporate Payment	125757	CC06122023LD	07/11/2023	07/12/2023	100.00	4246-0446-5595-5692 LYMAN DUNCAN	104173230 - Travel Expense	
U.S. Bank Corporate Payment	125757	CC06122023LH	07/11/2023	07/12/2023	678.07	1080852 Lyon Hazleton	104150240 - Office Expense	
U.S. Bank Corporate Payment	125757	CC06122023LL	07/11/2023	07/12/2023	113.95	4246-0446-6408-1829 Lehi Lacy	104210230 - Travel Expense	
U.S. Bank Corporate Payment	125757	CC06122023MA	07/11/2023	07/12/2023	19.00	4246-0470-0080-1867 Monica Alvarado	214414330 - Employee Education	
U.S. Bank Corporate Payment	125757	CC06122023MA	07/11/2023	07/12/2023	58.37	4246-0470-0080-1867 Monica Alvarado	214412250 - Equipment Operation	
U.S. Bank Corporate Payment	125757	CC06122023MA	07/11/2023	07/12/2023	135.01	4246-0470-0080-1867 Monica Alvarado	214412240 - Office Expense	
U.S. Bank Corporate Payment	125757	CC06122023MA	07/11/2023	07/12/2023	330.27	4246-0470-0080-1867 Monica Alvarado	214414140 - Other Employee Benefits	
U.S. Bank Corporate Payment	125757	CC06122023MA	07/11/2023	07/12/2023	478.76	4246-0470-0080-1867 Monica Alvarado	104256250 - Equipment Operation	
U.S. Bank Corporate Payment	125757	CC06122023MM	07/11/2023	07/12/2023	25.99	4246-0470-0152-5705 Mack McDonald	104112251 - Gas, Oil and Grease	
U.S. Bank Corporate Payment	125757	CC06122023MM	07/11/2023	07/12/2023	42.76	4246-0470-0152-5705 Mack McDonald	104111610 - Miscellaneous Supplies	
U.S. Bank Corporate Payment	125757	CC06122023MM	07/11/2023	07/12/2023	103.63	4246-0470-0152-5705 Mack McDonald	104111330 - Employee Education	
U.S. Bank Corporate Payment	125757	CC06122023MM	07/11/2023	07/12/2023	2,060.42	4246-0470-0152-5705 Mack McDonald	104111230 - Travel Expense	
U.S. Bank Corporate Payment	125757	CC06122023MR	07/11/2023	07/12/2023	6.99	4246-0470-0113-7634 Mikaela Ramsay	724581240 - Office Expense	
U.S. Bank Corporate Payment	125757	CC06122023MR	07/11/2023	07/12/2023	42.50	4246-0470-0113-7634 Mikaela Ramsay	724581610 - Miscellaneous Supplies/S	
U.S. Bank Corporate Payment	125757	CC06122023MR	07/11/2023	07/12/2023	90.84	4246-0470-0113-7634 Mikaela Ramsay	724581250 - Computer Maintenance/S	
U.S. Bank Corporate Payment	125757	CC06122023MR	07/11/2023	07/12/2023	90.96	4246-0470-0113-7634 Mikaela Ramsay	724581620 - Special Programs	
U.S. Bank Corporate Payment	125757	CC06122023MR	07/11/2023	07/12/2023	197.78	4246-0470-0113-7634 Mikaela Ramsay	724581920 - Grant Expenses	
U.S. Bank Corporate Payment	125757	CC06122023MR	07/11/2023	07/12/2023	483.03	4246-0470-0113-7634 Mikaela Ramsay	724581480 - Collection Development	
U.S. Bank Corporate Payment	125757	CC06122023MS	07/11/2023	07/12/2023	28.40	4246-0400-1740-8495 Marsha Shumway	104230310 - Professional and Technica	
U.S. Bank Corporate Payment	125757	CC06122023MS	07/11/2023	07/12/2023	42.64	4246-0400-1740-8495 Marsha Shumway	104230480 - Kitchen Food	
U.S. Bank Corporate Payment	125757	CC06122023MS	07/11/2023	07/12/2023	110.00	4246-0400-1740-8495 Marsha Shumway	104210210 - Subscriptions and Membe	
U.S. Bank Corporate Payment	125757	CC06122023MS	07/11/2023	07/12/2023	1,310.67	4246-0400-1740-8495 Marsha Shumway	104210610 - Miscellaneous Supplies	
U.S. Bank Corporate Payment	125757	CC06122023NiP	07/11/2023	07/12/2023	40.69	4246-0470-0157-4398 Nicole Perkins	724581240 - Office Expense	
U.S. Bank Corporate Payment	125757	CC06122023NiP	07/11/2023	07/12/2023	51.46	4246-0470-0157-4398 Nicole Perkins	724581620 - Special Programs	
U.S. Bank Corporate Payment	125757	CC06122023NiP	07/11/2023	07/12/2023	105.97	4246-0470-0157-4398 Nicole Perkins	724581230 - Travel Expense	
U.S. Bank Corporate Payment	125757	CC06122023NiP	07/11/2023	07/12/2023	315.00	4246-0470-0157-4398 Nicole Perkins	724581241 - Postage	
U.S. Bank Corporate Payment	125757	CC06122023NiP	07/11/2023	07/12/2023	583.42	4246-0470-0157-4398 Nicole Perkins	724581920 - Grant Expenses	
U.S. Bank Corporate Payment	125757	CC06122023NiP	07/11/2023	07/12/2023	1,838.91	4246-0470-0157-4398 Nicole Perkins	724581480 - Collection Development	
U.S. Bank Corporate Payment	125757	CC06122023NP	07/11/2023	07/12/2023	87.34	4246-0446-5807-5241 Nathan Pitts	104193480 - Special Department Suppl	
U.S. Bank Corporate Payment	125757	CC06122023SB	07/11/2023	07/12/2023	107.23	4246-0446-5312-8805 Scott Burgess	264350141 - Uniform Allowance	
U.S. Bank Corporate Payment	125757	CC06122023SB	07/11/2023	07/12/2023	764.36	4246-0446-5312-8805 Scott Burgess	264350230 - Travel Expense	
U.S. Bank Corporate Payment	125757	CC06122023SB	07/11/2023	07/12/2023	1,766.93	4246-0446-5312-8805 Scott Burgess	264350330 - Employee Education	
U.S. Bank Corporate Payment	125757	CC06122023SL	07/11/2023	07/12/2023	27.33	4246-0446-6210-7345 Samuel Long	104161230 - Travel Expense	
U.S. Bank Corporate Payment	125757	CC06122023SL	07/11/2023	07/12/2023	310.42	4246-0446-6210-7345 Samuel Long	104161480 - Special Department Suppl	
U.S. Bank Corporate Payment	125757	CC06122023SL	07/11/2023	07/12/2023	642.50	4246-0446-6210-7345 Samuel Long	104166260 - Buildings and Grounds	
U.S. Bank Corporate Payment	125757	CC06122023SL	07/11/2023	07/12/2023	683.20	4246-0446-6210-7345 Samuel Long	104230480 - Kitchen Food	
U.S. Bank Corporate Payment	125757	CC06122023TG	07/11/2023	07/12/2023	77.47	4246-0470-0106-9233 Tammy Gallegos	104684610 - Miscellaneous Supplies	
U.S. Bank Corporate Payment	125757	CC06122023TG	07/11/2023	07/12/2023	113.95	4246-0470-0106-9233 Tammy Gallegos	104671230 - Travel Expense	
U.S. Bank Corporate Payment	125757	CC06122023TG	07/11/2023	07/12/2023	244.86	4246-0470-0106-9233 Tammy Gallegos	104255230 - Travel Expense	
U.S. Bank Corporate Payment	125757	CC06122023TG	07/11/2023	07/12/2023	471.49	4246-0470-0106-9233 Tammy Gallegos	104671610 - Miscellaneous Supplies	
U.S. Bank Corporate Payment	125757	CC06122023TG	07/11/2023	07/12/2023	737.56	4246-0470-0106-9233 Tammy Gallegos	104220615 - Contracts	

**San Juan County  
Check Register  
All Bank Accounts - 06/15/2023 to 07/13/2023**

<u>Payee Name</u>	<u>Reference Number</u>	<u>Invoice Number</u>	<u>Invoice Ledger Date</u>	<u>Payment Date</u>	<u>Amount</u>	<u>Description</u>	<u>Ledger Account</u>	<u>Activity Code</u>
U.S. Bank Corporate Payment	125757	CC06122023TG	07/11/2023	07/12/2023	861.21	4246-0470-0106-9233 Tammy Gallegos	104679240 - Office Expense	
U.S. Bank Corporate Payment	125757	CC06122023TG	07/11/2023	07/12/2023	1,871.86	4246-0470-0106-9233 Tammy Gallegos	104686610 - Miscellaneous Supplies	
U.S. Bank Corporate Payment	125757	CC202306291136	07/11/2023	07/12/2023	14.31	4246-0446-5808-5489 TYLER KETRON	255281.280 - EED - Epidemiology Tele	
U.S. Bank Corporate Payment	125757	CC202306291136	07/11/2023	07/12/2023	15.00	4246-0446-5808-5489 TYLER KETRON	255193.310 - Home Visiting - PAT Prof	
U.S. Bank Corporate Payment	125757	CC202306291136	07/11/2023	07/12/2023	19.00	4246-0446-5808-5489 TYLER KETRON	255281.242 - EED - Epidemiology Soft	
U.S. Bank Corporate Payment	125757	CC202306291136	07/11/2023	07/12/2023	50.00	4246-0446-5808-5489 TYLER KETRON	255012.241 - Local General Health Pos	
U.S. Bank Corporate Payment	125757	CC202306291136	07/11/2023	07/12/2023	50.00	4246-0446-5808-5489 TYLER KETRON	255740.241 - State LHD Eviron Postag	
U.S. Bank Corporate Payment	125757	CC202306291136	07/11/2023	07/12/2023	58.70	4246-0446-5808-5489 TYLER KETRON	255007.242 - Indirect Admin Software	
U.S. Bank Corporate Payment	125757	CC202306291136	07/11/2023	07/12/2023	76.33	4246-0446-5808-5489 TYLER KETRON	255315.620 - PHEP Match Miscellaneo	
U.S. Bank Corporate Payment	125757	CC202306291136	07/11/2023	07/12/2023	140.40	4246-0446-5808-5489 TYLER KETRON	255007.230 - Indirect Admin Travel exp	
U.S. Bank Corporate Payment	125757	CC202306291136	07/11/2023	07/12/2023	153.92	4246-0446-5808-5489 TYLER KETRON	255115.480 - WIC Peer Counseling Sp	
U.S. Bank Corporate Payment	125757	CC202306291136	07/11/2023	07/12/2023	904.10	4246-0446-5808-5489 TYLER KETRON	255139.230 - DIS Expanded Authority T	
U.S. Bank Corporate Payment	125757	CC202306291136	07/11/2023	07/12/2023	2,597.23	4246-0446-5808-5489 TYLER KETRON	251481000 - Prepaid Expense	
U.S. Bank Corporate Payment	125757	CC202306291137	07/11/2023	07/12/2023	191.12	4246-0470-0151-3156 Grant Sunada	255296.230 - Health Disparities Travel	
U.S. Bank Corporate Payment	125757	CC26122023JT	07/11/2023	07/12/2023	326.58	4246-0446-6210-7352 Jed Tate	574424250 - Equipment Operation	
U.S. Bank Corporate Payment	125757	ITCC062023	07/11/2023	07/12/2023	8.99	4246-0470-0087-8873 Bruce Bushore	104151280 - Telephone	
U.S. Bank Corporate Payment	125757	ITCC062023	07/11/2023	07/12/2023	21.34	4246-0470-0087-8873 Bruce Bushore	104151210 - Subscriptions and Membe	
U.S. Bank Corporate Payment	125757	ITCC062023	07/11/2023	07/12/2023	21.99	4246-0470-0087-8873 Bruce Bushore	104151740 - Equipment Purchases	
U.S. Bank Corporate Payment	125757	ITCC062023	07/11/2023	07/12/2023	114.90	4246-0470-0087-8873 Bruce Bushore	104122240 - Office Expense	
U.S. Bank Corporate Payment	125757	ITCC062023	07/11/2023	07/12/2023	120.00	4246-0470-0087-8873 Bruce Bushore	105430280 - Telephone	
U.S. Bank Corporate Payment	125757	ITCC062023	07/11/2023	07/12/2023	331.00	4246-0470-0087-8873 Bruce Bushore	104151242 - Software Maintenance	
					<u>\$31,939.70</u>			
					<b>\$31,939.70</b>			
U4A / Attn: Shawna Horrocks	125653	20230519161028	07/06/2023	07/07/2023	527.50	SJC Aging	104671210 - Subscriptions and Membe	
					<u>\$527.50</u>			
Unified Fleet Services	125686	SANJUAN112822	07/07/2023	07/07/2023	6,000.00	LEASE	104161740 - Equipment Purchases	
Unified Fleet Services	125686	SANJUAN112822	07/07/2023	07/07/2023	6,000.00	LEASE	214414255 - Equipment Rental	
					<u>\$12,000.00</u>			
					<b>\$12,000.00</b>			
USU	125682	A35629-23-04	07/07/2023	07/07/2023	113.02	SJC Extension Support A35629-584500	104610230 - Travel Expense	
USU	125682	A35629-23-04	07/07/2023	07/07/2023	148.03	SJC Extension Support A35629-584500	104610240 - Office Expense	
USU	125682	A35629-23-04	07/07/2023	07/07/2023	2,705.91	SJC Extension Support A35629-584500	104610620 - Miscellaneous Services	
					<u>\$2,966.96</u>			
USU	125684	A35629-23-05	07/07/2023	07/07/2023	55.00	SJC Extension Support A35629-584500	104610220 - Public Notices	
USU	125684	A35629-23-05	07/07/2023	07/07/2023	222.40	SJC Extension Support A35629-584500	104610240 - Office Expense	
USU	125684	A35629-23-05	07/07/2023	07/07/2023	855.95	SJC Extension Support A35629-584500	104610610 - Miscellaneous Supplies	
USU	125684	A35629-23-05	07/07/2023	07/07/2023	2,836.84	SJC Extension Support A35629-584500	104610620 - Miscellaneous Services	
					<u>\$3,970.19</u>			
					<b>\$6,937.15</b>			
Utah Association of Local Boards of	125657	276	07/07/2023	07/07/2023	640.00	NALBOH Annual Dues	255007.210 - Indirect Admin Subscripti	
					<u>\$640.00</u>			
Utah Communications Authority	125603	INV-3347	06/26/2023	06/28/2023	21,408.52	SJC Sheriff	104255740 - Equipment Purchases	
					<u>\$21,408.52</u>			
Utah Legal Service	125525	330623	06/21/2023	06/22/2023	1,500.00	SJC Area Agency on Aging	104674615 - Contracts	
					<u>\$1,500.00</u>			
Utah Navajo Health System	125604	344R23	06/27/2023	06/28/2023	70.00	CDL Physicals	214414620 - Miscellaneous Services	
					<u>\$70.00</u>			

**San Juan County  
Check Register  
All Bank Accounts - 06/15/2023 to 07/13/2023**

<u>Payee Name</u>	<u>Reference Number</u>	<u>Invoice Number</u>	<u>Invoice Ledger Date</u>	<u>Payment Date</u>	<u>Amount</u>	<u>Description</u>	<u>Ledger Account</u>	<u>Activity Code</u>
Utah Office of Tourism	125533	2023-06-DE02	06/22/2023	06/22/2023	3,200.00	West Mitten Production	104193490 - Advertising and Promotion	
					<b>\$3,200.00</b>			
Utah Retirement Systems	EFT	PR051423-3952	05/19/2023	07/06/2023	50.00	Traditional IRA	102224000 - Retirement Payable	
Utah Retirement Systems	EFT	PR051423-3952	05/19/2023	07/06/2023	149.77	State Retirement - Post Retired	102224000 - Retirement Payable	
Utah Retirement Systems	EFT	PR051423-3952	05/19/2023	07/06/2023	390.54	457 Retirement	102224000 - Retirement Payable	
Utah Retirement Systems	EFT	PR051423-3952	05/19/2023	07/06/2023	445.87	401k Retirement - Post Retired	102224000 - Retirement Payable	
Utah Retirement Systems	EFT	PR051423-3952	05/19/2023	07/06/2023	662.70	Roth IRA	102224000 - Retirement Payable	
Utah Retirement Systems	EFT	PR051423-3952	05/19/2023	07/06/2023	1,166.32	Retirement Loan Repayment	102224000 - Retirement Payable	
Utah Retirement Systems	EFT	PR051423-3952	05/19/2023	07/06/2023	5,455.08	401k Retirement	102224000 - Retirement Payable	
Utah Retirement Systems	EFT	PR051423-3952	05/19/2023	07/06/2023	64,849.37	State Retirement	102224000 - Retirement Payable	
Utah Retirement Systems	EFT	PR052823-3952	06/02/2023	07/06/2023	50.00	Traditional IRA	102224000 - Retirement Payable	
Utah Retirement Systems	EFT	PR052823-3952	06/02/2023	07/06/2023	141.13	State Retirement - Post Retired	102224000 - Retirement Payable	
Utah Retirement Systems	EFT	PR052823-3952	06/02/2023	07/06/2023	390.54	457 Retirement	102224000 - Retirement Payable	
Utah Retirement Systems	EFT	PR052823-3952	06/02/2023	07/06/2023	445.87	401k Retirement - Post Retired	102224000 - Retirement Payable	
Utah Retirement Systems	EFT	PR052823-3952	06/02/2023	07/06/2023	662.70	Roth IRA	102224000 - Retirement Payable	
Utah Retirement Systems	EFT	PR052823-3952	06/02/2023	07/06/2023	1,166.32	Retirement Loan Repayment	102224000 - Retirement Payable	
Utah Retirement Systems	EFT	PR052823-3952	06/02/2023	07/06/2023	5,577.20	401k Retirement	102224000 - Retirement Payable	
Utah Retirement Systems	EFT	PR052823-3952	06/02/2023	07/06/2023	66,652.01	State Retirement	102224000 - Retirement Payable	
Utah Retirement Systems	EFT	PR052823-3952	06/09/2023	07/06/2023	430.56	State Retirement	102224000 - Retirement Payable	
Utah Retirement Systems	EFT	PR061123-3952	06/16/2023	07/06/2023	50.00	Traditional IRA	102224000 - Retirement Payable	
Utah Retirement Systems	EFT	PR061123-3952	06/16/2023	07/06/2023	146.27	State Retirement - Post Retired	102224000 - Retirement Payable	
Utah Retirement Systems	EFT	PR061123-3952	06/16/2023	07/06/2023	390.54	457 Retirement	102224000 - Retirement Payable	
Utah Retirement Systems	EFT	PR061123-3952	06/16/2023	07/06/2023	445.87	401k Retirement - Post Retired	102224000 - Retirement Payable	
Utah Retirement Systems	EFT	PR061123-3952	06/16/2023	07/06/2023	662.70	Roth IRA	102224000 - Retirement Payable	
Utah Retirement Systems	EFT	PR061123-3952	06/16/2023	07/06/2023	1,003.30	Retirement Loan Repayment	102224000 - Retirement Payable	
Utah Retirement Systems	EFT	PR061123-3952	06/16/2023	07/06/2023	6,350.42	401k Retirement	102224000 - Retirement Payable	
Utah Retirement Systems	EFT	PR061123-3952	06/16/2023	07/06/2023	64,429.72	State Retirement	102224000 - Retirement Payable	
Utah Retirement Systems	EFT	PR062523-3952	06/30/2023	07/06/2023	148.37	State Retirement - Post Retired	102224000 - Retirement Payable	
Utah Retirement Systems	EFT	PR062523-3952	06/30/2023	07/06/2023	230.87	401k Retirement - Post Retired	102224000 - Retirement Payable	
Utah Retirement Systems	EFT	PR062523-3952	06/30/2023	07/06/2023	723.46	Retirement Loan Repayment	102224000 - Retirement Payable	
Utah Retirement Systems	EFT	PR062523-3952	06/30/2023	07/06/2023	3,104.93	401k Retirement	102224000 - Retirement Payable	
Utah Retirement Systems	EFT	PR062523-3952	06/30/2023	07/06/2023	67,873.92	State Retirement	102224000 - Retirement Payable	
					<b>\$294,246.35</b>			
					<b>\$294,246.35</b>			
Utah Valley Radiology	125758	20230707142456	07/10/2023	07/12/2023	31.50	UVRA 124790	104230312 - Medical Expenses	
					<b>\$31.50</b>			
Verizon Wireless	125505	9936222245	06/16/2023	06/22/2023	42.11	642530092-00001	104145280 - Telephone	
Verizon Wireless	125505	9937227929	06/22/2023	06/22/2023	180.64	665507629-00004	104230280 - Telephone	
Verizon Wireless	125505	9937237827	06/22/2023	06/22/2023	54.59	765507047-00001	104112280 - Telephone	
Verizon Wireless	125505	9937237827	06/22/2023	06/22/2023	180.90	765507047-00001	104112280 - Telephone	
					<b>\$458.24</b>			
Verizon Wireless	125605	9936537290	06/27/2023	06/28/2023	263.87	542368738-00001	724581280 - Telephone	
Verizon Wireless	125605	9936537290	06/27/2023	06/28/2023	512.21	542368738-00001	724581920 - Grant Expenses	
Verizon Wireless	125605	9936662202	06/26/2023	06/28/2023	76.55	365552000-00001	104679280 - Telephone	
Verizon Wireless	125605	9936662202	06/26/2023	06/28/2023	217.84	365552000-00001	104672280 - Telephone	
Verizon Wireless	125605	9937227927	06/27/2023	06/28/2023	1,046.13	665507629-00001	104230280 - Telephone	
Verizon Wireless	125605	9937237844	06/26/2023	06/28/2023	52.87	765508819-00001	104675280 - Telephone	
Verizon Wireless	125605	9937237844	06/26/2023	06/28/2023	105.74	765508819-00001	104679280 - Telephone	
					<b>\$2,275.21</b>			
Verizon Wireless	125674	9934823621	07/07/2023	07/07/2023	426.40	265507612-00001	264350280 - Telephone	
Verizon Wireless	125674	9936233460	07/07/2023	07/07/2023	52.87	742063425-00001 - Public Health	255008.280 - Indirect Nursing Telephon	
Verizon Wireless	125674	9936233460	07/07/2023	07/07/2023	52.87	742063425-00001 - Public Health	255010.280 - Indirect Health Insp Telep	

**San Juan County  
Check Register  
All Bank Accounts - 06/15/2023 to 07/13/2023**

<u>Payee Name</u>	<u>Reference Number</u>	<u>Invoice Number</u>	<u>Invoice Ledger Date</u>	<u>Payment Date</u>	<u>Amount</u>	<u>Description</u>	<u>Ledger Account</u>	<u>Activity Code</u>
Verizon Wireless	125674	9936233460	07/07/2023	07/07/2023	52.87	742063425-00001 - Public Health	255193.280 - Home Visiting - PAT Tele	
Verizon Wireless	125674	9936233460	07/07/2023	07/07/2023	52.87	742063425-00001 - Public Health	255281.280 - EED - Epidemiology Tele	
Verizon Wireless	125674	9936233460	07/07/2023	07/07/2023	52.87	742063425-00001 - Public Health	255310.280 - PHEP Preparedness Tele	
Verizon Wireless	125674	9937187615	07/07/2023	07/07/2023	426.36	265507612-00001	264350270 - Utilities	
Verizon Wireless	125674	9937187629	07/07/2023	07/07/2023	145.75	265508664-00001	214414280 - Telephone	
Verizon Wireless	125674	9937197744	07/06/2023	07/07/2023	100.16	365506834-00001	104225280 - Telephone	
Verizon Wireless	125674	9937217889	07/03/2023	07/07/2023	23.68	565508016-00001	105430280 - Telephone	
Verizon Wireless	125674	9937217889	07/03/2023	07/07/2023	52.87	565508016-00001	104256280 - Telephone	
Verizon Wireless	125674	9937227928	07/03/2023	07/07/2023	132.91	665507629-00003	104211610 - Miscellaneous Supplies	
Verizon Wireless	125674	9937227930	07/03/2023	07/07/2023	-1.95	665507629-00005	104112280 - Telephone	
Verizon Wireless	125674	9937227930	07/03/2023	07/07/2023	25.04	665507629-00005	104146280 - Telephone	
Verizon Wireless	125674	9937227951	07/03/2023	07/07/2023	-0.04	665507629-00003	104610280 - Telephone	
Verizon Wireless	125674	9937237828	07/03/2023	07/07/2023	40.10	765507047-00003	104147280 - Telephone	
					\$1,635.63			
Verizon Wireless	125759	9938581082	07/12/2023	07/12/2023	42.12	642530092-00001	104145280 - Telephone	
					<b>\$4,411.20</b>			
VISA USA INC	125760	230600-06028-A	07/11/2023	07/12/2023	4,000.00	SJC EC DEV	104193210 - Subscriptions and Membe	
					<b>\$4,000.00</b>			
Washington National Insurance	125536	P2324663	06/22/2023	06/22/2023	4,192.10	Payroll Benefits	102229000 - Other Deductions Payable	
Washington National Insurance	125536	P2333115	06/22/2023	06/22/2023	4,192.10	Payroll Benefits	102229000 - Other Deductions Payable	
					\$8,384.20			
					<b>\$8,384.20</b>			
Waste Management of Colorado	125463	414810-4889-4	06/20/2023	06/22/2023	49.49	16-83942-53002 Blanding Library	724168270 - Utilities	
Waste Management of Colorado	125761	416590-4889-0	07/10/2023	07/12/2023	151.36	16-83977-33005 SJC Senior Center	104672270 - Utilities	
Waste Management of Colorado	125761	416592-4889-6	07/11/2023	07/12/2023	89.65	SJC Road Dept 602-0015701-4889-8	214414270 - Utilities	
					\$241.01			
					<b>\$290.50</b>			
Waxie Sanitary Supply	125606	20230623141341	06/26/2023	06/28/2023	36.61	SJC Landfill	574424240 - Office Expense	
					<b>\$36.61</b>			
Wheeler Machinery Company	125689	MS0000042212	07/07/2023	07/07/2023	23,900.00	SJC Road Dept	214414740 - Equipment Purchases	
Wheeler Machinery Company	125689	PS001530465	07/03/2023	07/07/2023	133.18	SJC Road Dept	214412250 - Equipment Operation	
Wheeler Machinery Company	125689	PS001531731	07/03/2023	07/07/2023	114.60	SJC Road Dept	214412250 - Equipment Operation	
Wheeler Machinery Company	125689	PS001532677	07/03/2023	07/07/2023	152.83	SJC Road Dept	214412250 - Equipment Operation	
					\$24,300.61			
					<b>\$24,300.61</b>			
Wheeler, Dillan	125619	DW07032023	07/07/2023	07/07/2023	60.78	Travel Reimbursement	104144230 - Travel Expense	
					<b>\$60.78</b>			
Workman, Presley	125660	PWorkman06272	07/06/2023	07/07/2023	750.00	Queen Prize	104625240 - Office Expense	
					<b>\$750.00</b>			
Yazzie, Tisheena	125762	TY070323	07/11/2023	07/12/2023	824.78	Travel Reimbursement	255281.230 - EED - Epidemiology Trav	
					<b>\$824.78</b>			
Young, Lois	125607	LY007	06/27/2023	06/28/2023	34.06	Board Travel Reimbursement	255007.230 - Indirect Admin Travel exp	
					<b>\$34.06</b>			

**San Juan County  
Check Register  
All Bank Accounts - 06/15/2023 to 07/13/2023**

<u>Payee Name</u>	<u>Reference Number</u>	<u>Invoice Number</u>	<u>Invoice Ledger Date</u>	<u>Payment Date</u>	<u>Amount</u>	<u>Description</u>	<u>Ledger Account</u>	<u>Activity Code</u>
Zhonnie, Sylvia	125608	SZ002	06/27/2023	06/28/2023	55.02	Expense reimbursement	255007.230 - Indirect Admin Travel exp	
					<b>\$55.02</b>			
Zion's Way Home Health & Hospice	125763	20230707165006	07/10/2023	07/12/2023	299.32	SJC Aging Services	104679615 - Contracts	
Zion's Way Home Health & Hospice	125763	20230707165006	07/10/2023	07/12/2023	40.00	SJC Aging Services	104679615 - Contracts	
Zion's Way Home Health & Hospice	125763	20230707165006	07/10/2023	07/12/2023	160.00	SJC Aging Services	104679615 - Contracts	
Zion's Way Home Health & Hospice	125763	20230707165006	07/10/2023	07/12/2023	480.00	SJC Aging Services	104679615 - Contracts	
Zion's Way Home Health & Hospice	125763	20230707165006	07/10/2023	07/12/2023	160.00	SJC Aging Services	104679615 - Contracts	
Zion's Way Home Health & Hospice	125763	20230707165006	07/10/2023	07/12/2023	520.00	SJC Aging Services	104679615 - Contracts	
					\$1,659.32			
					<b>\$1,659.32</b>			
					<b>\$2,220,225.95</b>			



**BOARD OF COMMISSIONERS MEETING**  
117 South Main Street, Monticello, Utah 84535. Commission Chambers  
May 16, 2023 at 11:00 AM

---

## MINUTES

*The public will be able to view the meeting on San Juan County's Facebook live and Youtube channel*

**Audio Link:** <https://www.utah.gov/pmn/files/979455.MP3>

**Video Link:** <https://www.youtube.com/watch?v=taRWI4KE9Ww>

### CALL TO ORDER

**Time Stamp 0:03:20 (audio & video)**

Commission Chair Adams called the meeting to order at 11:17 am.

### ROLL CALL

**Time Stamp 0:04:07 (audio & video)**

Present – Commission

Commission Chair Bruce Adams

Commission Vice Chair Sylvia Stubbs

Commissioner Jaime Harvey

Present – Others

Mack McDonald, Chief Administrative Officer (CAO)

Brittany Ivins, County Attorney

Lyman W. Duncan, Clerk/Auditor

### INVOCATION

**Time Stamp 0:04:0 (audio & video)**

Invocation offered by Lynn Stevens, former San Juan County Commissioner.



## PLEDGE OF ALLEGIANCE

**Time Stamp 0:05:42 (audio & video)**

Commission Chair Adams led the audience in the Pledge of Allegiance

## PUBLIC COMMENT

*Public comments will be accepted through the following Join Zoom Meeting <https://us02web.zoom.us/j/3125521102> One tap mobile +16699006833,,3125521102# US (San Jose)*

*There will be a three minute time limit for each person wishing to comment. If you exceed that three minute time limit the meeting controller will mute your line.*

**Time Stamp 0:06:08 (audio & video)**

Kylie Miller, resident of Spanish Valley, asked the commissioners to oppose the Balanced Rock Resort. She expressed that the county needs more single family residences, not more overnight rentals.

Brenda Brown, from Aneth (Chapter), asked the commissioners to oppose the Off-Premise Beer license application by the Family Dollar store in Montezuma Creek.

Colby Smith, resident of Spanish Valley, opposes the Balanced Rock Resort. He is concerned that the change in residential to residential "flex" is inconsistent with the local area.

Monette Clark, from Spanish Valley, asked the commissioners to oppose the Balance Rock project. She feels the public needs more time to assess the proposed development issues.

Marlene Huckaby, resident of Spanish Valley, is concerned with the growth in northern San Juan County. She asked the commissioners to oppose the Balanced Rock Resort.

**CONSENT AGENDA** (Routine Matters) Mack McDonald, San Juan County Administrator

*The Consent Agenda is a means of expediting the consideration of routine matters. If a Commissioner requests that items be removed from the consent agenda, those items are placed at the beginning of the regular agenda as a new business action item. Other than requests to remove items, a motion to approve the items on the consent agenda is not debatable.*

**Time Stamp 0:21:12 (audio & video)**

Mack presented the consent agenda for the commission to review and approve.

Motion made by Commissioner Stubbs, Seconded by Commissioner Harvey.

Voting Yea: Commission Vice-Chair Adams, Commissioner Harvey, Commissioner Stubbs

1. Approval of the April 18, 2023 Board of Commission Work Meeting Minutes
2. Approval of the April 18, 2023 Board of Commissioners Meeting Minutes
3. Approval of the Following Small Purchase Orders of \$1,498.47 for Computer and Items for Emergency Operations, \$2,975.70 for Patch Machine Hose Repair for the Road Department, \$5,509.34 for Radios for the Fire Department, \$5,483.00 for Garage Door Repair, \$3,370.00 for Removal and Replacement of Air Conditioning Condenser
4. Approval of the April 13 to May 11, 2023 AP Check Registers

## RECOGNITIONS, PRESENTATIONS, AND INFORMATIONAL ITEMS

5. Presentation and Update from Utah State University on the Monument Valley Campus. Kristian Olsen, Associate Vice President

### **Time Stamp 0:23:24 (audio & video)**

Kristian Olsen, Utah State University (USU) Vice President presented the plans to build a new campus in Monument Valley. The current building is outdated and in poor condition. USU proposes to build a new \$14 MM campus in Monument Valley and leave the old dilapidated building near Goulding's store. The San Juan School District has leased several acres to USU for the new campus building. The building will house a welding room, nursing/CNA lab, and academic space for other general credit courses. The new building will also provide space for academic support staff. The State of Utah – Legislature has approved \$5 MM, the USU Logan campus has pledged \$5 MM, the remaining \$4 MM will come from other public & private donations. The Navajo Nation leadership has committed to be involved in the project.

6. Presentation from Utah Department Agriculture and Food. Craig Buttars, Commissioner

### **Time Stamp 0:44:35 (audio & video)**

Craig Buttars, Commissioner from the Utah Department of Agriculture and Food (UDAF). He is meeting with counties from all over the state and is pleased to be in San Juan County today. He highlighted the responsibilities that UDAF performs for the residents of the state. He highlighted the availability of mental health counseling for farmers and ranchers that is available statewide.

Kelly Pearson, former San Juan County Administrator, related when Governor Cox asked UDAF leadership to create a strategic plan, hence, they have toured the state and gathered information regarding the strength and weaknesses of the producers. The state is losing significant parcels of land along the Wasatch front to residential/multi-use development and the desire is to preserve existing farmland keep it open and in production. San Juan County is split 51% to 49% between crops and livestock production. The Food Security Grant program is open for applications until the end of May 2023.

7. 2022-2023 San Juan Assessment Values Comparison. Lyman Duncan, County Clerk/Auditor

### **Time Stamp 1:11:44 (audio & video)**

Lyman Duncan, County Clerk/Auditor, provided a handout of 2022-2023 Assessment Values Comparison. The report indicated that centrally assessed values declined almost \$32 MM when compared to the past year. He stated that the decline will directly affect the counties operating budget and will reduce property tax distributions to the school district and other special service districts.

## **PUBLIC HEARING**

### **Time Stamp 1:14:52 (audio & video)**

Commission Chair Adams asked for a Motion to enter into a Public Hearing:

Motion made by Commissioner Stubbs, Seconded by Commissioner Harvey.

Voting Yea: Commission Vice-Chair Adams, Commissioner Stubbs, Commissioner Harvey

Lyn Creswell, San Juan County Administrative Law Judge, presented the ordinance for the commission to review and approve. The ordinance provides a path or administrative appeal process for residents, employees, and county leadership to request Lynn to “De Novo” or “to start afresh” on a difficult legal issue. The appeal process or review hopefully is to mediate or mitigate court cases before they become filed with the Judge. The Ordinance also provides for financial penalties if individuals continually ignore and violate the mediation process of the proposed Ordinance.

Commission Chair Adams asked for a Motion to exit the Public Hearing

Motion made by Commissioner Harvey, Seconded by Commissioner Stubbs.

Voting Yea: Commission Vice-Chair Adams, Commissioner Harvey, Commissioner Stubbs

8. CONSIDERATION AND APPROVAL OF AN ORDINANCE AMENDING AND UPDATING SAN JUAN COUNTY CODE PROVISIONS RELATING TO ADMINISTRATIVE APPEALS. Judge Lyn Creswell

### **Time Stamp 1:35:25 (audio & video)**

Lyn Creswell, Administrative Law Judge for San Juan County, asked for the Commission to review and accept the revised ordinance. He answered several questions from the Commission.

Motion made by Commissioner Stubbs, Seconded by Commissioner Harvey.

Voting Yea: Commission Vice-Chair Adams, Commissioner Harvey, Commissioner Stubbs

## **BUSINESS/ACTION**

9. Consideration and Approval of the San Juan Counseling’s Area Plan, Tammy Squires, Director, San Juan Counseling

### **Time Stamp 1:35:38 (audio & video)**

Tammie Squires, CEO for San Juan Counseling, presented the 2024-2026 State of Utah Area Plan for the Commission to review and approve.

Motion made by Commissioner Harvey, Seconded by Commissioner Stubbs.

Voting Yea: Commission Vice-Chair Adams, Commissioner Harvey, Commissioner Stubbs

10. Consideration and Approval of Reappointment of Lois Young to Represent the Town of Bluff on the San Juan County Board of Health. Grant Sunada, Public Health Director

**Time Stamp 1:42:03 (audio & video)**

Grant Sunada, Public Health Director, presented the reappointment of Lois Young to the County Public Health Board.

Motion made by Commissioner Stubbs, Seconded by Commissioner Harvey.

Voting Yea: Commission Vice-Chair Adams, Commissioner Harvey, Commissioner Stubbs

11. Consideration and Approval of Budget for Monticello Cancer Screening Program. Grant Sunada, Public Health Director

**Time stamp 1:42:49 (audio & video)**

Grant Sunada, Public Health Director, presented the proposal to utilize excess Covid-19 Crisis Workforce grant funding into the Monticello Radiation Cancer program for the commission to review and approve.

Motion made by Commissioner Harvey, Seconded by Commissioner Stubbs.

Voting Yea: Commission Vice-Chair Adams, Commissioner Harvey, Commissioner Stubbs

12. Consideration and Approval of San Juan County Health Department Environmental Service Delivery Plan FY2024. Grant Sunada, Public Health Director

**Time Stamp 1:54:53 (audio & video)**

Grant Sunada, Public Health Director, presented the Environmental Service contract for the Commission to review and approve.

Motion made by Commissioner Harvey, Seconded by Commissioner Stubbs.

Voting Yea: Commission Vice-Chair Adams, Commissioner Harvey, Commissioner Stubbs

13. Consideration and Approval of San Juan County Health Department Public Health Infrastructure - 2023. Grant Sunada, Public Health Director

**Time Stamp 1:56:32 (audio & video)**

Grant Sunada, Public Health Director, presented the Public Health Infrastructure contract for the commission to review and approve.

Motion made by Commissioner Harvey, Seconded by Commissioner Stubbs.  
 Voting Yea: Commission Vice-Chair Adams, Commissioner Harvey, Commissioner Stubbs

14. Consideration and Approval of the Dozer Repair Purchase Order. Jed Tate, Landfill Manager

**Time Stamp 2:00:09 (audio & video)**

Mack presented the proposal for the repair of the landfill dozer. The purchase order is for \$126,212.

Motion made by Commissioner Harvey, Seconded by Commissioner Stubbs.  
 Voting Yea: Commission Vice-Chair Adams, Commissioner Harvey, Commissioner Stubbs

15. Consideration and Approval of Local Consent Form for Off-Premise Alcohol sales at Family Dollar Store in Montezuma Creek. Lyman Duncan, County Clerk/Auditor

**Time stamp 2:02:22 (audio & video)**

Lyman W. Duncan, County Clerk/Auditor, presented the initial Local Consent Form for the commission to review and approve or deny. The commissioners asked several questions and indicated their desire to deny the Local Consent Form.

Motion to deny:

Motion made by Commissioner Harvey, Seconded by Commissioner Stubbs.  
 Voting Nay: Commission Vice-Chair Adams, Commissioner Harvey, Commissioner Stubbs

16. Consideration and Approval of Two Portable Vehicle Lifts. TJ Adair, Road Superintendent

**Time Stamp 2:08:08 (audio & video)**

TJ Adair presented the proposal for the purchase of two (2) vehicle lifts for the South Road shed.

Motion made by Commissioner Stubbs, Seconded by Commissioner Harvey.  
 Voting Yea: Commission Vice-Chair Adams, Commissioner Harvey, Commissioner Stubbs

17. Consideration and Approval of Purchase of a Motor Grader Front Push Blade. TJ Adair, Road Superintendent

**Time Stamp 2:09:21 (audio & video)**

TJ Adair presented the proposal to purchase push blade for snow and rock removal.

Motion made by Commissioner Stubbs, Seconded by Commissioner Harvey.  
 Voting Yea: Commission Vice-Chair Adams, Commissioner Harvey, Commissioner Stubbs

18. Consideration and Approval of the 2024 State Task Force Grant (STFG) between the Utah Commission on Criminal & Juvenile Justice (CCJJ) and San Juan County Sheriff's Office Major Crimes & Drug Task Force. Jay Begay, Task Force Commander

**Time Stamp 2:10:31 (audio & video)**

Jay Begay, County Task Force Commander, virtually presented the 2024 Major Crimes & Drug Task Force grant for review and approval

Motion made by Commissioner Harvey, Seconded by Commissioner Stubbs.

Voting Yea: Commission Vice-Chair Adams, Commissioner Harvey, Commissioner Stubbs

19. Consideration and Approval of the La Sal Library memorandum of understanding (MOU) with Utah Education and Telehealth Network (UETN) for Fiber Optic, Nicole Perkins, Library Director

**Time Stamp 2:11:55 (audio & video)**

Nicole Perkins, Library Director, presented the MOU for Fiber Optic installation for the La Sal Library, for the commission to review and approve.

Motion made by Commissioner Stubbs, Seconded by Commissioner Harvey.

Voting Yea: Commission Vice-Chair Adams, Commissioner Harvey, Commissioner Stubbs

20. Consideration and Approval of the Economic Mobility and Opportunity Cohort Grant Subgrant Agreement of \$35,000 from the Bill & Melinda Gates Foundation's Economic Mobility and Opportunity (EMO) Program through the International City/County Management Association. Mack McDonald, Chief Administrative Officer

**Time Stamp 2:15:20 (audio & video)**

Mack presented the Economic Mobility and Opportunity grant from the Bill & Melinda Gates Foundation for the commission to review and approve.

Motion made by Commissioner Harvey, Seconded by Commissioner Stubbs.

Voting Yea: Commission Vice-Chair Adams, Commissioner Harvey, Commissioner Stubbs

21. Consideration and Approval of Balanced Rock Resort Rezone Application. Scott Burton, Planning and Zoning Administrator

**Time Stamp 2:16:40 (audio & video)**

Scott Burton, Planning & Zoning Director, presented the Balanced Rock Resort rezoning application for the commission to review and approve or deny.

Motion made by Commissioner Stubbs, Seconded by Commissioner Harvey.

Voting Yea: Commission Vice-Chair Adams, Commissioner Harvey, Commissioner Stubbs

22. Consideration and Approval, Lonesome Left Estates Subdivision Amendment 6. Scott Burton, Planning and Zoning Administrator

**Time Stamp 2:25:18 (audio & video)**

Scott Burton, Planning & Zoning Director, presented the rezoning for the Lonesome Left Subdivision amendment for the commission to review and approve.

Motion made by Commissioner Harvey, Seconded by Commissioner Stubbs.  
Voting Yea: Commission Vice-Chair Adams, Commissioner Stubbs

23. Consideration and Approval of Hassen Estates Subdivision Amendment 3. Scott Burton,

**Time Stamp 2:26:48 (audio & video)**

Scott Burton, Planning & Zoning Director, presented the Hassen San Juan Town Homes Overlay for the Commission to review and approve.

Motion made by Commissioner Harvey, Seconded by Commissioner Stubbs.  
Voting Yea: Commission Vice-Chair Adams, Commissioner Harvey, Commissioner Stubbs

24. Consideration and Approval of the Participation Agreement with San Juan County and Territory Holdings, LLC Participating in Obtaining a Right of Way for the Potential Relocation of "Ranch Road". Scott Burton, Planning and Zoning Administrator

**Time Stamp 2:30:50 (audio & video)**

Scott Burton, Planning & Zoning Director, presented the Participation Agreement for the Commission to review and approve.

Motion made by Commissioner Stubbs, Seconded by Commissioner Harvey.  
Voting Yea: Commission Vice-Chair Adams, Commissioner Harvey, Commissioner Stubbs

25. Consideration and Approval of the Notice of Award to Kilgore Companies, dba LeGrand Johnson for Asphalt Repair and Replacement Projects at Multiple Locations in San Juan County. Sam Long, Facilities Maintenance Supervisor.

**Time Stamp 2:33:17 (audio & video)**

Sam Long, Facilities Maintenance Supervisor, presented the proposal for asphalt repair of several county building parking lots with LeGrand Johnson for the Commission to review and approve.

Motion made by Commissioner Harvey, Seconded by Commissioner Stubbs.  
Voting Yea: Commission Vice-Chair Adams, Commissioner Harvey, Commissioner Stubbs

26. Consideration and Approval of the Notice of Award to TM Premier Services, Inc. for Landscape Services at Multiple Locations in San Juan County. Sam Long, Facilities Maintenance Supervisor.

**Time Stamp 2:35:27 (audio & video)**

Sam Long, Facilities Maintenance Supervisor, presented the proposal for landscape Services at multiple locations for the Commission to review and approve.

Motion made by Commissioner Stubbs, Seconded by Commissioner Harvey.

Voting Yea: Commission Vice-Chair Adams, Commissioner Harvey, Commissioner Stubbs

## COMMISSION REPORTS

**Time Stamp 2:37:18 (audio & video)**

Commission Chair Adams recommended for the commission reports be moved to the next meeting in June 2023.

## EXECUTIVE SESSION

**Time Stamp 2:37:30 (audio & video)**

Commission Chair Adams requested a Motion to enter into Executive Session at 2:13 pm.

Motion made by Commissioner Harvey, Seconded by Commissioner Stubbs.

Voting Yea: Commission Vice-Chair Adams, Commissioner Harvey, Commissioner Stubbs

27. A Closed Executive Session to Discuss For a Strategy Session to Discuss Pending or Reasonably Imminent Litigation As Permitted Under UCA 52-4-205.

A Closed Executive Session to Discuss The Character, Professional Competence, or Physical or Mental Health of an Individual As Permitted Under UCA 52-4-205.

## ADJOURNMENT

**Time 3:04 pm.**

Motion to adjourn:

Motion made by Commissioner Harvey, Seconded by Commissioner Stubbs.

Voting Yea: Commission Vice-Chair Adams, Commissioner Harvey, Commissioner Stubbs

\*The Board of San Juan County Commissioners can call a closed meeting at any time during the Regular Session if necessary, for reasons permitted under UCA 52-4-205\*



All agenda items shall be considered as having potential Commission action components and may be completed by an electronic method \*\*In compliance with the Americans with Disabilities Act, persons needing auxiliary communicative aids and services for this meeting should contact the San Juan County Clerk's Office: 117 South Main, Monticello or telephone 435-587-3223, giving reasonable notice\*\*

APPROVED: \_\_\_\_\_  
San Juan County Board of County Commissioners

DATE: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
San Juan County Clerk/Auditor

DATE: \_\_\_\_\_



**BOARD OF COMMISSIONERS WORK SESSION MEETING**  
 117 South Main Street, Monticello, Utah 84535. Commission Chambers  
 May 16, 2023 at 9:00 AM

---

## MINUTES

*The public will be able to view the meeting on San Juan County's Facebook live and Youtube channel*

**Audio Link:** <https://www.utah.gov/pmn/files/979057.MP3>

**Video Link:** <https://www.youtube.com/watch?v=nCQTqwBii-0>

### CALL TO ORDER

**Time Stamp 0:00:06 (audio & video)**

Commission Chair Adams called the meeting to order at 9:13 am.

### ROLL CALL

**Time Stamp 0:00:07 (audio & video)**

#### Present-Commission

Commission Chair Adams  
 Commission Vice Chair Stubbs  
 Commissioner Harvey

#### Present-Others

Mack McDonald, County Administrator Officer (CAO)  
 Brittany Ivins, County Attorney-Virtual  
 Lyman W. Duncan, County Clerk/Auditor

### AGENDA ITEMS

**Time Stamp 0:00:08 (audio & video)**

Tammy Gallegos, County Emergency Management Director, presented the NIMS 402 Training to the Commission, Elected officials, and audience.

- 1. In Person Training for 0402 NIMS Overview for Senior Officials (Executives, Elected, & Appointed)

Jeremy Hales, Sheriff for Wasatch County presented virtually the NIMS 402 program.

**ADJOURNMENT**

**Time Stamp 1:53:18 (audio & video)**

Meeting concluded at 11:07 a.m.

\*The Board of San Juan County Commissioners can call a closed meeting at any time during the Regular Session if necessary, for reasons permitted under UCA 52-4-205\*

All agenda items shall be considered as having potential Commission action components and may be completed by an electronic method \*\*In compliance with the Americans with Disabilities Act, persons needing auxiliary communicative aids and services for this meeting should contact the San Juan County Clerk’s Office: 117 South Main, Monticello or telephone 435-587-3223, giving reasonable notice\*\*

APPROVED: \_\_\_\_\_  
San Juan County Board of County Commissioners

DATE: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
San Juan County Clerk/Auditor

DATE: \_\_\_\_\_



**BOARD OF COMMISSIONERS MEETING**  
 117 South Main Street, Monticello, Utah 84535. Commission Chambers  
 June 20, 2023 at 11:00 AM

## MINUTES

*The public will be able to view the meeting on San Juan County's Facebook live and YouTube channel*

**Audio Link:** <https://www.utah.gov/pmn/files/997055.MP3>

**Video Link:** <https://www.youtube.com/watch?v=nq9DpKrW3LI>

### CALL TO ORDER

**Time Stamp 0:00:01 (audio & video)**

Commission Chair Adams called the meeting to order at 11:02 a.m.

### ROLL CALL

**Time Stamp 0:00:01 (audio & video)**

**Present:**

Commission Chair Bruce Adams  
 Commission Vice Chair Sylvia Stubbs  
 Commissioner Jaime Harvey

**Staff/Others:**

Mack McDonald, County Administrative Officer (CAO)  
 Laura Kemner, Deputy Clerk/Auditor  
 Brittany Ivins, County Attorney

### INVOCATION

**Time Stamp 0:00:33 (audio & video)**

Prayer offered by Randy Day, resident of Moab

### PLEDGE OF ALLEGIANCE

**Time Stamp 0:00:41 (audio & video)**

Commission Chair Adams led the attendees in the Pledge of Allegiance

## PUBLIC COMMENT

*Public comments will be accepted through the following Zoom Meeting <https://us02web.zoom.us/j/3125521102> Meeting ID: 312 552 1102 One tap mobile +16699006833, 3125521102# US (San Jose)*

*There will be a three-minute time limit for each person wishing to comment. If you exceed that three-minute time limit the meeting controller will mute your line.*

### **Time Stamp 0:01:30 (audio & video)**

Kylie Miller, resident of Pole Canyon (near Spanish Valley), spoke against the Balanced Rock Resort project and stated that the community needs residential homes, not more overnight rentals.

Kim Jacobs, resident of Spanish Valley, spoke against the Balanced Rock Resort project and asked that the overnight overlay portion of the real estate project be denied.

Pete Patterson, resident of Spanish Valley, reiterated his opposition to the Balanced Rock Resort project and its high-density housing and drain on local water resources.

Monette Clark, resident of Spanish Valley, added her voice against the Balanced Rock Resort project, she wants more residential homes in the valley.

Marlene Huckaby, resident of Spanish Valley, feels that Spanish Valley is getting trashed by San Juan County.

### **CONSENT AGENDA (Routine Matters) Mack McDonald, San Juan County Administrator**

*The Consent Agenda is a means of expediting the consideration of routine matters. If a Commissioner requests that items be removed from the consent agenda, those items are placed at the beginning of the regular agenda as a new business action item. Other than requests to remove items, a motion to approve the items on the consent agenda is not debatable.*

### **Time Stamp 0:12:34 (audio & video)**

Motion made by Commissioner Stubbs, Seconded by Commissioner Adams  
Voting Yea: Commissioner Stubbs, Commissioner Adams

1. Approval of the June 2nd through the 14th, 2023 Check Registers
2. Ratify the Annual Road Master Agreements including the Bear's Ears National Monument Road Stabilization, the Bears Ears Access Maintenance Agreement and the Devil's Canyon Campground Slurry Seal Maintenance Agreement with the U.S. Forest Service
3. Approval of the County Surveyor Vacancy Notice
4. Approval of a Letter of Recommendation for Commissioner Jamie Harvey's Consideration for the Bears Ears National Monument Advisory Committee.

5. Approval of a Memorandum of Understanding – UOT Forever Mighty 2021
6. Approval of the State of Utah, Administrative Office of the Courts, Annual Security Contract

## RECOGNITIONS, PRESENTATIONS, AND INFORMATIONAL ITEMS

7. Historic Commission Update and Presentation, Nancy Kimmerle

**Time Stamp 0:14:35 (audio & video)**

Nancy Kimmerle, Historical Commission representative, was unable to attend the commission meeting, hence, Colette Cox, representative from the Governor’s Office filled in for her. She stressed the need for economic development and prosperity to extend throughout the rural areas of the state. She spoke of the Inland Port and how the rural areas can connect with and benefit from the established ports.

8. State of Utah Division of Water Resources Watershed Presentation, Hollee Wood

**Time Stamp 0:42:38 (audio & video)**

Andrew Reiss, Division of Watershed employee, was filling in for Hollee Wood. He spoke of the history of the 2020 Watershed Council Act. Once enacted, the Division interviewed over 800 individuals throughout the state of Utah in an effort to gain as many views as possible. The state and local councils are directed to safeguard the watershed throughout the state. San Juan County is in the Colorado River Council. The Act requires that eleven different interests be considered before any action can be considered. The councils are to be the think tanks for policy decisions in the local area.

9. Presentation by the State of Utah, Administrative Office of the Courts. Chris Talbot, Court Facilities Director

**Time Stamp 0:55:18 (audio & video)**

Chris spoke about the facility space leased from San Juan County. He expressed concerns about the roof leaking water and its impact on the building air quality. The issues affect the in-person court proceedings. The state offered to prepay rent if it would help in facilitating repairs.

10. 2023 Election Proclamation by Governor Spencer J. Cox. Lyman Duncan, County Clerk/Auditor

**Time Stamp 1:06:52 (audio & video)**

Mack presented the Governor’s Election Proclamation since Lyman was out due to a medical emergency. Congressman Stewart has formally resigned his position as a Congressman for the 2<sup>nd</sup> District. Therefore, Governor Cox has called for a Primary & General Election this fall to select the new official.

11. 2023 Property Tax Abatement Program. Lyman Duncan, County Clerk/Auditor

**Time Stamp 1:09:10 (audio & video)**

Mack presented the 2023 Property Tax abatement program, detailing the various programs that offer property tax assistance to veterans, elderly, blind, and low income county residents.

**BUSINESS/ACTION**

12. Consideration and Approval of the 2023 Interlocal Agreement with the Town of Bluff for Primary & General Elections Services. Lyman Duncan, County Clerk/Auditor

**Time Stamp 1:14:11 (audio & video)**

Mack presented the Interlocal Election Agreement with the Town of Bluff for the commission to review and approve.

Motion made by Commissioner Stubbs, Seconded by Commissioner Harvey  
Voting Yea: Commissioner Stubbs, Commissioner Harvey, Commissioner Adams

13. Consideration and Approval of the 2023 Glamping Campground Alcohol Application. Lyman Duncan, County Clerk/Auditor

**Time Stamp 1:15:40 (audio & video)**

Mack presented the application for the commissioners to review and approve. Questions were asked regarding the type of license.

Motion made by Commissioner Stubbs, Seconded by Commissioner Harvey  
Voting Yea: Commissioner Stubbs, Commissioner Harvey, Commissioner Adams

14. Consideration and Approval of a Contract with Zions Way to Purchase Caregiver In Home Care Services. Tammy Gallegos, Aging Director

**Time Stamp 1:17:51 (audio & video)**

Tammy Gallegos presented the contract for the commission to review and approve.

Motion made by Commissioner Stubbs, Seconded by Commissioner Harvey  
Voting Yea: Commissioner Stubbs, Commissioner Harvey, Commissioner Adams

15. Consideration and Approval of a Contract with Zions Way to Purchase Alternatives In Home Care Services. Tammy Gallegos, Aging Director

**Time Stamp 1:18:56 (audio & video)**

Tammy Gallegos presented the contract for the commission to review and approve.

Motion made by Commissioner Stubbs, Seconded by Commissioner Harvey  
Voting Yea: Commissioner Stubbs, Commissioner Harvey, Commissioner Adams

16. Consideration and Approval of a Contract with Comfort At Home Care to Purchase Alternatives In Home Care Services. Tammy Gallegos, Aging Director

**Time Stamp 1:20:01 (audio & video)**

Tammy Gallegos presented the contract for the commission to review and approve.

Motion made by Commissioner Stubbs, Seconded by Commissioner Harvey  
Voting Yea: Commissioner Stubbs, Commissioner Harvey, Commissioner Adams

17. Consideration and Approval of a Contract with Comfort At Home Care to Purchase Caregiver In Home Care Services. Tammy Gallegos, Aging Director

**Time Stamp 1:20:31 (audio & video)**

Tammy Gallegos presented the contract for the commission to review and approve.

Motion made by Commissioner Stubbs, Seconded by Commissioner Harvey  
Voting Yea: Commissioner Stubbs, Commissioner Harvey, Commissioner Adams

18. Consideration and Approval of a Contract with Edward Tapaha to Purchase Translation Services for the In Home Programs. Tammy Gallegos, Aging Director

**Time Stamp 1:21:06 (audio & video)**

Tammy Gallegos presented the contract for the commission to review and approve.

Motion made by Commissioner Stubbs, Seconded by Commissioner Harvey  
Voting Yea: Commissioner Stubbs, Commissioner Harvey, Commissioner Adams

19. Consideration and Approval of a Contract with Rocky Mountain Personal Care to Purchase Alternatives In Home Care Services. Tammy Gallegos, Aging Director

**Time Stamp 1:21:38 (audio & video)**

Tammy Gallegos presented the contract for the commission to review and approve.

Motion made by Commissioner Stubbs, Seconded by Commissioner Harvey  
Voting Yea: Commissioner Stubbs, Commissioner Harvey, Commissioner Adams

20. Consideration and Approval of a Contract with Rocky Mountain Home Health to Purchase Alternatives In Home Care Services. Tammy Gallegos, Aging Director

**Time Stamp 1:22:10 (audio & video)**

Tammy Gallegos presented the contract for the commission to review and approve.

Motion made by Commissioner Stubbs, Seconded by Commissioner Harvey  
Voting Yea: Commissioner Stubbs, Commissioner Harvey, Commissioner Adams



21. Consideration and Approval of the Utah Legal Services Contract for Services. Tammy Gallegos, Aging Director

**Time Stamp 1:22:41 (audio & video)**

Tammy Gallegos presented the contract for the commission to review and approve.  
Motion made by Commissioner Stubbs, Seconded by Commissioner Harvey  
Voting Yea: Commissioner Stubbs, Commissioner Harvey, Commissioner Adams

22. Consideration and Approval of a Contract with Rocky Mountain Home Care to Purchase Caregiver In Home Care Services. Tammy Gallegos, Aging Director

**Time Stamp 1:23:15 (audio & video)**

Tammy Gallegos presented the contract for the commission to review and approve.

Motion made by Commissioner Stubbs, Seconded by Commissioner Harvey  
Voting Yea: Commissioner Stubbs, Commissioner Harvey, Commissioner Adams

23. Consideration and Approval of a Contract with Shelia Knight, RN for Medicaid Aging Waiver Services. Tammy Gallegos, Aging Director

**Time Stamp 1:23:36 (audio & video)**

Tammy Gallegos presented the contract for the commission to review and approve.

Motion made by Commissioner Stubbs, Seconded by Commissioner Harvey  
Voting Yea: Commissioner Stubbs, Commissioner Harvey, Commissioner Adams

24. Consideration and Approval of the Extension of the Cooperative Wildfire System Agreement. David Gallegos, County Fire Chief

**Time Stamp 1:24:22 (audio & video)**

David Gallegos presented the contract for the commission to review and approve.

Motion made by Commissioner Harvey, Seconded by Commissioner Stubbs  
Voting Yea: Commissioner Stubbs, Commissioner Harvey, Commissioner Adams

25. Consideration and Approval of Spanish Valley Overnight Accommodations Overlay Application, Balanced Rock Resort. Mack McDonald, Chief Administrative Officer

**Time Stamp 1:26:21 (audio & video)**

Mack presented the Balanced Rock Resort Overlay Application for the commission to review and approve. Jim Schnepal of Gardner Plumb LLC (developer) spoke at length about the project and its impact upon the Spanish Valley area. He addressed dark sky, parking, open space, water, and rental unit concerns.

Motion made by Commissioner Harvey, Seconded by Commissioner Stubbs  
 Voting Yea: Commissioner Stubbs, Commissioner Harvey, Commissioner Adams

26. Consideration and Approval of Snow Minor Subdivision Amendment 1. Mack McDonald, Chief Administrative Officer

**Time Stamp 1:59:02 (audio & video)**

Mack presented the amendment to split one lot into three lots for the commission to review and approve.

Motion made by Commissioner Stubbs, Seconded by Commissioner Harvey  
 Voting Yea: Commissioner Stubbs, Commissioner Harvey, Commissioner Adams

27. Consideration and Approval of Spanish Valley Storm Water Master Plan. Mack McDonald, Chief Administrative Officer

**Time Stamp 2:00:46 (audio & video)**

Mack presented the Spanish Valley Storm Water Master Plan for the commission to review and approve. Greg Poole, Project Manager, Hansen Allen & Luce, Inc., also presented three key parts or objectives of the plan: Protect real estate developments from flooding, mitigate impact on Pack Creek, plan facilities with maintenance in mind.

Motion made by Commissioner Stubbs, Seconded by Commissioner Harvey  
 Voting Yea: Commissioner Stubbs, Commissioner Harvey, Commissioner Adams

28. CONSIDERATION AND APPROVAL OF A RESOLUTION UPDATING THE SAN JUAN COUNTY LIBRARY SYSTEM BOARD OF DIRECTOR BYLAWS. Nicole Perkins, Library Director

**Time Stamp 2:18:03 (audio & video)**

Nicole Perkins, Library Director, presented the County Library by-laws for the commission to review and approve. There were several minor changes to the by-laws including changes to the Board of Directors.

Motion made by Commissioner Harvey, Seconded by Commissioner Stubbs  
 Voting Yea: Commissioner Stubbs, Commissioner Harvey, Commissioner Adams

29. Consideration and Approval of the Blue Mountain Community Market to lease the County lot located at 52 East 100 South across from the County Building by Elaine Gizler, Economic Development and Visitor Services Director.

**Time Stamp 2:21:25 (audio & video)**

Elaine Gizler, Economic Development and Visitor Services Director, presented the lease for the commission to review and approve. The proposal is to lease the property directly north of the county building to Alex Gomez and Carlos Martinez. They intend to sponsor an open market on Saturday and Sunday, two times per month, during the months from April through August.

Motion made by Commissioner Stubbs, Seconded by Commissioner Harvey  
 Voting Yea: Commissioner Stubbs, Commissioner Harvey, Commissioner Adams

30. Consideration and Approval of Off-Highway Vehicle Recreation Grant, TJ Adair, Road Superintendent

**Time Stamp 2:35:41 (audio & video)**

TJ Adair, Road Superintendent, presented the grant for the commission to review and approve. The grant requires the commission to accept the contract.

Motion made by Commissioner Harvey, Seconded by Commissioner Stubbs  
 Voting Yea: Commissioner Stubbs, Commissioner Harvey, Commissioner Adams

31. Consideration and Approval to Purchase \$199,677.00 in Equipment for Trail Maintenance, TJ Adair, Road Superintendent

**Time Stamp 2:37:35 (audio & video)**

TJ Adair, Road Superintendent, presented the proposal to purchase equipment that will help in cleanup in remote areas. Due to Covid-19, equipment needs to buy ordered with the hope that it arrives before the calendar year ends.

Motion made by Commissioner Harvey, Seconded by Commissioner Stubbs  
 Voting Yea: Commissioner Stubbs, Commissioner Harvey, Commissioner Adams

32. CONSIDERATION AND APPROVAL OF A RESOLUTION SUPPORTING CONGRESSMAN CURTIS'S CONGRESSIONAL HOUSE BILL H.R. 3397 - TO REQUIRE THE DIRECTOR OF THE BUREAU OF LAND MANAGEMENT TO WITHDRAW A RULE OF THE BUREAU OF LAND MANGEMENT RELATING TO CONSERVATION AND LANDSCAPE HEALTH

**Time Stamp 2:41:58 (audio & video)**

Mack presented the resolution for the commission to review and approve. Several comments were made regarding the impact that the proposed BLM "rule 30-30" will have on the residents of San Juan County. The rule proposes conservation leases as an alternative to grazing leases.

Motion made by Commissioner Harvey, Seconded by Commissioner Stubbs  
 Voting Yea: Commissioner Stubbs, Commissioner Harvey, Commissioner Adams

## COMMISSION REPORTS

**Time Stamp 2:50:38 (audio & video)**

Dates of additional meetings were discussed that required the commissioners to attend. Merlin Grover from Blanding was selected to be an honoree for a rodeo to be held in Ogden.

Commissioner Harvey recently spoke with the Utah Navajo Commission regarding barriers that can be overcome while in partnership with the county. The Navajo Commission desires to have electrical charging stations throughout the Utah portion of the Dine Nation. He also spoke

about the issue of alcohol licenses near or on the Nation property; he expressed their appreciation for denying the license proposed for Montezuma Creek. He also spoke about the child prevention grant from the Utah Department of Health. The grant will fund two positions which will be based on the Dine Nation property. He asked Brittany Ivins, county attorney, to create an agreement between the Nation and the county to help address domestic violence. Red Mesa Chapterhouse passed a resolution regarding the proposal to allow the state to take over the road from Montezuma Creek to Red Mesa, AZ.

**EXECUTIVE SESSION**

33. A Closed Executive Session to for a Strategy Session to Discuss Pending or Reasonably Imminent Litigation as Permitted Under UCA 52-4-205.

**Time: 2:03 p.m.**

To enter into the Executive Session:

Motion made by Commissioner Stubbs, Seconded by Commissioner Harvey  
Voting Yea: Commissioner Stubbs, Commissioner Harvey, Commissioner Adams

**ADJOURNMENT**

\*The Board of San Juan County Commissioners can call a closed meeting at any time during the Regular Session if necessary, for reasons permitted under UCA 52-4-205\*

All agenda items shall be considered as having potential Commission action components and may be completed by an electronic method \*\*In compliance with the Americans with Disabilities Act, persons needing auxiliary communicative aids and services for this meeting should contact the San Juan County Clerk’s Office: 117 South Main, Monticello or telephone 435-587-3223, giving reasonable notice\*\*

APPROVED: \_\_\_\_\_  
San Juan County Board of County Commissioners

DATE: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
San Juan County Clerk/Auditor

DATE: \_\_\_\_\_



**BOARD OF COMMISSIONERS WORK SESSION MEETING**  
 117 South Main Street, Monticello, Utah 84535. Commission Chambers  
 June 06, 2023 at 9:00 AM

## MINUTES

*The public will be able to view the meeting on San Juan County's Facebook live and Youtube channel or by attending through Zoom Meeting <https://us02web.zoom.us/j/3125521102> Meeting ID: 312 552 1102 One tap mobile +16699006833,,3125521102# US (San Jose)*

**Audio Link:** <https://www.utah.gov/pmn/files/985983.MP3>

**Video Link:** <https://www.youtube.com/watch?v=TT8ymsdcDCg>

### CALL TO ORDER

**Time Stamp (0:00:35) audio & (0:00:55) video**

Commission Chair Adams called the meeting to order at 9:02 a.m.

### ROLL CALL

**Time Stamp (0:00:35) audio & (0:00:55) video**

### PRESENT COMMISSION

Commission Chair Bruce Adams  
 Commission Vice Chair Sylvia Stubbs  
 Commissioner Jaime Harvey

### PRESENT-OTHERS

Mack McDonald, County Administrative Officer (CAO)  
 Brittany Ivans, County Attorney  
 Lyman W. Duncan, Clerk/Auditor

### AGENDA ITEMS

1. Pack Creek NRCS Projects Discussion

**Time Stamp (0:00:40) audio & (0:00:60) video**

Tammy Gallegos, County Emergency Manager, presented the discussion for the Pack Creek Water Association and the improvements related to the 2021 fire and its related damage to the community water system. The Pack Creek fire was significant enough for additional fire equipment and fire fighters to be assigned to the fire. In addition, it was declared a Fire Management Assistance Grant (FMAG) fire, which allowed the grant to be applied for and awarded. The Hazard Mitigation Management Grant was awarded from FEMA.

The damage to the water system occurred on private land, hence the county is the go-between the community and the private land owners. Scott, the Pack Creek Water Association President, thanked the County Commission for their support during the past few years. He spoke of the project and their desire to collaborate with the county in preserving their water sources. The small community has observed water issues occurring ever since the fire. He asked for the commission to fund the entire project.

Mack spoke about the options in front of the commission and the Pack Creek land owners. The first could be an individual assessment collected through property taxes. The second option is for the county to loan the water company the money for the project. The water association can enter into an agreement to pay the county back over an agreed time period and interest rate. The USDA agency, the Natural Resources Conservation Service (NRCS) has been slow in providing the engineering paperwork for the project to go out to bid. The County and the water association agreed to meet again in the future.

## 2. 2023 Public Health Goal and Department Discussion

### **Time Stamp 0:47:02 (audio & video)**

Grant Sunada, Executive Director for the Public Health 'department, presented the Agenda. Utilizing a slide show, he spoke of their approach to Public Health, the annual report, goals & objectives, and mission statement. He spoke about their level of prevention strategies: primary, secondary, and tertiary.

## **ADJOURNMENT**

### **Time Stamp 2:03:15 (audio & video)**

Work session ended at 11:04 a.m.

\*The Board of San Juan County Commissioners can call a closed meeting at any time during the Regular Session if necessary, for reasons permitted under UCA 52-4-205\*

All agenda items shall be considered as having potential Commission action components and may be completed by an electronic method \*\*In compliance with the Americans with Disabilities Act, persons needing auxiliary communicative aids and services for this meeting should contact the San Juan County Clerk's Office: 117 South Main, Monticello or telephone 435-587-3223, giving reasonable notice\*\*

APPROVED: \_\_\_\_\_  
San Juan County Board of County Commissioners

DATE: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
San Juan County Clerk/Auditor

DATE: \_\_\_\_\_



## COMMISSION STAFF REPORT

---

**MEETING DATE:** July 18, 2023

**ITEM TITLE, PRESENTER:** Consideration and Approval to modify Federal Highway Administration Federal Lands Highway Agreement, TJ Adair, Road Superintendent

**RECOMMENDATION:** Approval

---

### SUMMARY

San Juan County has been working with the Federal Highway Administration to improve the La Sal Loop Road (CR127). The road needs rehabilitation and paving along with improved drainage and safety features. The project was planned in phases because of the length and cost. As the new phase approaches, it is necessary to update contacts and cost/funding. Since the San Juan County contacts on the original agreement are no longer with San Juan County and the cost has increased, a modification was made to reflect those changes.

### HISTORY/PAST ACTION

Approval

### FISCAL IMPACT

\$2,300,000.00 – To be paid from savings



**Federal Highway Administration  
Federal Lands Highway  
AGREEMENT**

**DTFH68-16-E-00072**  
**Modification #003**

**PARTIES TO THE AGREEMENT**

Reimbursing Organization	Organization to be Reimbursed
San Juan County 117 South Main Monticello, UT 84535	Federal Highway Administration Central Federal Lands Highway Division 12300 West Dakota Ave Lakewood, CO 80228
<b>UEI (Unique Entity Identifier):</b>	<b>UEI (Unique Entity Identifier):</b> <b>TNG9SCVNCUW5</b>

**POINTS OF CONTACT FOR THE AGREEMENT**

Reimbursing Organization Finance Point of Contact	Organization to be Reimbursed Finance Point of Contact
Name: <b>Mack McDonald</b> , County Administrator Address: 117 S. Main Street Monticello, UT 84535 Phone: 435-587-3225 E-mail: <a href="mailto:mmcdonald@sanjuancounty.org">mmcdonald@sanjuancounty.org</a>	Name: Suzanne Schmidt Address: 12300 West Dakota Ave Lakewood, CO 80228 Phone: 720-963-3356 E-mail: <a href="mailto:suzanne.schmidt@dot.gov">suzanne.schmidt@dot.gov</a>

Reimbursing Organization Program Point of Contact	Organization to be Reimbursed Program Point of Contact
Name: <b>Todd Adair, Road Department Superintendent</b> Address: <b>P.O. Box 188</b> <b>881 East Center Street</b> <b>Monticello, UT 84535</b> Phone: <b>435-587-3230</b> E-mail: <a href="mailto:tadair@sanjuancounty.org">tadair@sanjuancounty.org</a>	Name: Braden Peters Address: 12300 West Dakota Ave Lakewood, CO80228 Phone: 720-963-3397 E-mail: <a href="mailto:braden.peters@dot.gov">braden.peters@dot.gov</a>

PERIOD OF PERFORMANCE	LEGAL AUTHORITY
From: August 4, 2016 To: <b>December 31, 2027</b>	23 U.S.C. 201 and 204

TOTAL AGREEMENT AMOUNT	PAYMENT TERMS AND SCHEDULE
Original Agreement Amount: \$3,000.00 Modification #001: \$0.00 Modification #002: \$1,177,000.00 <u>Modification #003: \$1,120,000.00</u> <b>TOTAL AGREEMENT AMOUNT: \$2,300,000.00</b>	EFT

**DESCRIPTION OF SUPPLIES, SERVICES, AND DELIVERABLES**

See attached Reimbursable Agreement

**AUTHORIZED APPROVALS**

For Reimbursing Organization	For Organization to be Reimbursed
Signature _____ Date _____	Signature _____ Date _____
Title _____	Title _____

## Statement of Work

**Project: UT FLAP 73(2) La Sal Mountain Loop Road**

**Reimbursable Agreement No.: DTFH6816E00072**

**8/2/2016**

**Modification #002 10/3/2018**

**Modification #003 6/28/2023**

- I. Introduction: San Juan County will provide funding to the Federal Highway Administration, Central Federal Lands Highway Division (CFLHD) to perform scoping activities for the UT FLAP 73(2) La Sal Mountain Loop Road project. San Juan County will be referred to as the Requesting Agency. CFLHD will be referred to as the Servicing Agency.

Modification 002: Work will also include preliminary engineering, construction, and construction engineering.

- II. Location: San Juan County, Utah

- III. Work Required: The work required will include the development of a scoping summary, scoping report, and preliminary estimate for design, construction, and construction engineering to verify the scope and cost for the proposed project.

Modification 002: Work will also include the development of contract (plans, specifications, and estimate) for the advertisement and award of a construction project to complete this work and provide contract administration and construction engineering services.

**Modification 003: The full scope of the proposed project will include the rehabilitation and paving of approximately 12.2 total miles of La Sal Mountain Loop Road. From the beginning of the previous forest highway project UT PFH 46-1(2) and adjacent USFS cattleguard south 7.3 miles to Pack Creek Road (FR0073) will be a 26-foot width. The project will continue another 4.8 miles from Pack Creek Road north to Old Airport Road at a 26-foot width, but will taper to a 30-foot width the final 0.6 miles. Work will also include drainage and safety improvements as required.**

~~The scope of this project will include the rehabilitation and paving of 6.5 miles of the La Sal Mountain Loop Road, to a consistent 26 foot width, from the beginning of the previous forest highway project work at the USFS cattleguard approximately 6.5 miles to the south and east. The current project will also include design of an additional 0.8 miles of roadway to Pack Creek Road to be included if funding is available.~~

San Juan County will fully fund design of ~~another~~ 4.8 miles of roadway from Pack Creek Road (FR0073) to Old Airport Road. Total roadway design miles anticipated is 12.2 miles. Work will also include drainage and safety improvements as required.

This Agreement does not obligate (commit to the expenditure of) Federal funds for construction nor does it commit the parties to complete the project. This agreement documents the intent of the parties and commits the Requesting Agency to provide its share of eligible project costs. The Requesting Agency understands that any final decision as to design and construction will be made by the Programming Decisions

**Statement of Work**  
**Project: UT FLAP 73(2) La Sal Mountain Loop Road**  
**Reimbursable Agreement No.: DTFH6816E00072**  
**8/2/2016**

**Modification #002 10/3/2018**

**Modification #003 6/28/2023**

Committee (PDC) after completion of the scoping effort and any environmental analysis required under the National Environmental Policy Act (NEPA). Any decision to proceed with the design and construction of the project will depend on the availability of appropriations and matching funds at the time of obligation and other factors, such as issues raised during the NEPA processes, a natural disaster that changes the need for the project, or a change in Congressional authorization.

Modification 002: Refer to Project Memorandum of Agreement for more information regarding roles and responsibilities.

IV. Non-Federal Share of Costs: The estimated project costs for scoping are as follows:

Modification ~~002~~ **003**: Updated costs for the full scope of work are as follows:

<b>PROJECT BUDGET</b>		
<b>Item</b>	<b>Estimated Cost</b>	<b>Comments</b>
Preliminary Engineering (PE) and Environmental Compliance	\$1,300,000	includes scoping
ROW Acquisition, Public Outreach, & Utility Relocation	0	In-kind Contribution (placeholder for potential impacts)
Schedule A Construction Contract (CN)	\$19,400,000	Current Program amount (Mill Creek to Pack Creek Cutoff)
Option X Construction Contract (CN)	\$5,550,000	Current Program amount (Pack Creek Cutoff -Old Airport Road)
Construction Engineering (CE)	\$2,350,000	Current Program amount (Mill Creek to Old Airport Road)
Contingency	\$1,680,000	6% Contingency
<b>Sub Total (FLAP eligible costs)</b>	<b>30,280,000</b>	
Ken's Lake Segment Design	\$250,000	Fully funded by San Juan County
<b>Sub Total (Non-FLAP eligible costs)</b>	<b>\$250,000</b>	
<b>Total</b>	<b>\$30,530,000</b>	



**Statement of Work**  
**Project: UT FLAP 73(2) La Sal Mountain Loop Road**  
**Reimbursable Agreement No.: DTFH6816E00072**  
**8/2/2016**  
**Modification #002 10/3/2018**  
**Modification #003 6/28/2023**

<b>PROJECT FUNDING</b>			
<b>Funding Source</b>	<b>Estimated Funding</b>	<b>% of Subtotal Project</b>	<b>Comments</b>
Federal Lands Access Program	\$28,230,000	93.23%	Percent of Subtotal Project Cost
San Juan County	\$2,050,000	6.77%	Cash Match
	0		Estimated In-kind ROW and Utility Cost
<b>Subtotal</b>	<b>\$30,280,000</b>		
San Juan County	\$250,000		Ken's Lake Design, Covered 100% By San Juan County
<b>Total Project</b>	<b>\$30,530,000</b>		
<b>Total San Juan County</b>	<b>\$2,300,000</b>		\$112k Paid as of 6/2023

<b>PROJECT BUDGET</b>		
<b>Item</b>	<b>Estimated Cost</b>	<b>Comments</b>
<del>Preliminary Engineering (PE) and Environmental Compliance</del>	<del>\$1,000,000</del>	includes scoping
<del>ROW Acquisition, Public Outreach, &amp; Utility Relocation</del>	<del>\$30,000</del>	Unknown- (placeholder for potential impacts)
<del>Construction Contract (CN)</del>	<del>\$10,700,000</del>	Current Program amount- (Mill Creek toward Pack Creek)-
<del>Construction Engineering (CE)</del>	<del>\$1,400,000</del>	Current Program amount- (Mill Creek toward Pack Creek)
Contingency	\$1,070,000	8% Contingency
<b>Sub Total (FLAP eligible costs)</b>	<b>\$14,200,000</b>	
<del>Ken's Lake Segment Design</del>	<del>\$250,000</del>	Fully funded by San Juan County
<b>Sub Total (Non-FLAP eligible costs)</b>	<b>\$250,000</b>	
<b>Total</b>	<b>\$14,450,000</b>	

**Statement of Work**  
**Project: UT FLAP 73(2) La Sal Mountain Loop Road**  
**Reimbursable Agreement No.: DTFH6816E00072**  
**8/2/2016**  
**Modification #002 10/3/2018**  
**Modification #003 6/28/2023**

<b>PROJECT FUNDING</b>			
<b>Funding Source</b>	<b>Estimated-Funding</b>	<b>% of Subtotal-Project</b>	<b>Comments</b>
Federal Lands Access Program	\$13,240,000	93.23%	Percent of Subtotal Project-Cost
San Juan County	\$930,000	6.77%	Cash Match
	\$30,000		Estimated In-kind ROW and Utility Cost
<b>Subtotal</b>	<b>\$14,200,000</b>		
San Juan County	\$250,000		Ken's Lake Design, Covered 100% By San Juan County
<b>Total</b>	<b>\$14,450,000</b>		

The Requesting Agency will provide non-federal local matching funds in the amount of 6.77% of the total Federal Lands Access Program eligible costs required to complete the work as shown above.

Modification 002: The in-kind eligible contribution for ROW and Utility Relocations is estimated to be \$0 ~~\$30,000~~. Cash match will be adjusted based on the final actual costs for ROW and Utility work.

The Requesting Agency will also provide full funding to complete design of the Ken's Lake segment, estimated to be \$250,000.

The Requesting Agency is not required to reimburse CFLHD for any costs incurred prior to the date of this Agreement.

- V. Period of Performance: ~~All work associated with this agreement will be completed no later than December 31, 2017.~~

~~Modification 002: All work associated with this agreement will be completed no later than December 31, 2023.~~

**Modification 003: All work associated with this agreement will be completed no later than December 31, 2027**

- VI. Technical Representative: Agreement Points of Contact for this Agreement are:

Modification 002: Mr. Braden Peters, Construction Operations Engineer. Mr. Peters can be contacted at 720-963-3397 or [braden.peters@dot.gov](mailto:braden.peters@dot.gov)

**Statement of Work**  
**Project: UT FLAP 73(2) La Sal Mountain Loop Road**  
**Reimbursable Agreement No.: DTFH6816E00072**  
**8/2/2016**  
**Modification #002 10/3/2018**  
**Modification #003 6/28/2023**

**Mack McDonald**  
~~Kelly Pehrson~~  
San Juan County  
County Administrator  
117 South main  
Monticello, UT 84525

VII. Roles and Responsibilities

For scoping:

CFLHD will:

- Conduct scoping field review;
- Prepare a scoping documents necessary to verify scope and costs of project;
- Provide the PDC scoping documents for consideration of placement in the final program of projects.; and
- Manage the overall effort on this agreement regarding scope, schedule and budget in coordination with the Requesting Agency.

Requesting Agency will:

- Provide relevant documents regarding this project to CFLHD for use in project development;
- Participate in the field scoping activities;
- Review all scoping documents prepared by CFLHD; and
- Provide funding as referenced in this document.

Modification 002: Refer to the Project Memorandum of Agreement for additional Roles and Responsibilities.

VIII. Financial Administration:

**A. Total Agreement Amount:**

**Modification 003: Not to exceed \$2,300,000.00**

~~Modification 002: Not to exceed \$1,180,000.00~~

~~Not to exceed \$3,000.~~

**B. Funding Citations: 23 U.S.C. 201 and 204.**

**C. Reimbursable Payment:**

Modification 002: The Servicing Agency will bill the Requesting Agency in the amount of 6.77% of the total Federal Lands Access Program funding expended for the project plus 100% of the design costs for the Ken’s Lake segment.

**Statement of Work**

**Project: UT FLAP 73(2) La Sal Mountain Loop Road**

**Reimbursable Agreement No.: DTFH6816E00072**

**8/2/2016**

**Modification #002 10/3/2018**

**Modification #003 6/28/2023**

**Modification 003: CFLHD will invoice the Requesting Agency on a monthly basis as these funds are expended for the project up to the fixed amount provided in this agreement.**


Regardless of the estimate, the Requesting Agency will provide the required match, as documented above in the Project Funding Table, of the total Federal Lands Access Program eligible costs expended on the project through construction contract completion, closeout, and resolution of any disputes, in an amount not to exceed that provide in this Agreement.

CFLHD is limited to recovery of the matching share of actual costs incurred, as reflected in the invoice provided by the CFLHD. CFLHD shall not incur costs which result in matching funds exceeding the maximum cost stated in this Agreement without authorization by the Requesting Agency in the form of written modification to this agreement.

CFLHD will provide an Invoice Summary Report if requested by the Requesting Agency on a monthly basis. An Invoice Summary Report sample is shown below.



**Statement of Work**  
**Project: UT FLAP 73(2) La Sal Mountain Loop Road**  
**Reimbursable Agreement No.: DTFH6816E00072**  
**8/2/2016**  
**Modification #002 10/3/2018**  
**Modification #003 6/28/2023**

	<b>CENTRAL FEDERAL LANDS HIGHWAY DIVISION</b> 12300 West Dakota Avenue Lakewood, CO 80228			
<b>INVOICE SUMMARY REPORT</b>				
Invoice #:	99999			
Project Name:	CO FLAP 100(1) SAMPLE ROAD			
Applicant:	COUNTY, CO 20.00%			
Reporting Date <sup>(1)</sup> :	2/1/2017			
Previous Reporting Date:	1/1/2017			
Active Project Phase:	Construction			
<i>Notes: Sample Invoice Summary Report that can be provided with each invoice as requested.</i>				
<b>Local Match - Reimbursable Agrmnts:</b>	<b>CFLHD Account #</b>	<b>Amount</b>	<b>Comments</b>	
DTFH6816E000xx	15A6080000000	\$2,500,000.00	Full scope of work	
<b>Total</b>		<b>\$2,500,000.00</b>		
<b>Project Cost Summary</b>	<b>Budget</b>	<b>Costs to Date<sup>(2)</sup></b>	<b>Remaining Costs<sup>(3)</sup></b>	<b>Total Projected Costs</b>
Scoping/Preliminary Engineering	\$1,000,000.00	\$995,000.00	\$0.00	\$995,000.00
Construction Contract	\$10,000,000.00	\$1,500,000.00	\$8,500,000.00	\$10,000,000.00
Construction Engineering	\$1,000,000.00	\$25,000.00	\$975,000.00	\$1,000,000.00
Contingency	\$500,000.00	\$0.00	\$0.00	\$0.00
<b>Total</b>	<b>\$12,500,000.00</b>	<b>\$2,520,000.00</b>	<b>\$9,475,000.00</b>	<b>\$11,995,000.00</b>
<b>Funding Split - Costs to Date</b>	<b>%</b>	<b>Total</b>	<b>Previously Paid</b>	<b>Current Due</b>
Federal Lands Access Program	80.00%	\$2,016,000.00	\$1,664,400.00	\$351,600.00
Current Local Match <sup>(5)</sup>	20.00%	\$504,000.00	\$416,100.00	\$87,900.00
<b>Total</b>	<b>100.00%</b>	<b>\$2,520,000.00</b>	<b>\$2,080,500.00</b>	<b>\$439,500.00</b>
<b>Current Local Match Surplus(+)/Shortfall(-)<sup>(5)</sup>:</b>				<b>\$0.00</b>
<b>Funding Split - Total Projected Costs</b>	<b>%</b>	<b>Total</b>	<b>Previously Paid</b>	<b>Remaining Due</b>
Federal Share	80.00%	\$9,596,000.00	\$1,664,400.00	\$7,931,600.00
Required Local Match	20.00%	\$2,399,000.00	\$416,100.00	\$1,982,900.00
<b>Total</b>	<b>100.00%</b>	<b>\$11,995,000.00</b>	<b>\$2,080,500.00</b>	<b>\$9,914,500.00</b>
<b>Reimbursable Agreement Projected Surplus(+)/Shortfall(-)<sup>(4)</sup>:</b>				<b>\$101,000.00</b>
<b>Previous Invoices/Payments</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Payment Date</b>	<b>Payment Amount</b>
DTFH6816E000xx (99992)	3/31/2017	\$11,600.00	4/15/2017	\$11,600.00
DTFH6816E000xx (99993)	4/30/2017	\$7,500.00	5/18/2017	\$7,500.00
DTFH6816E000xx (99994)	5/31/2017	\$189,000.00	6/12/2017	\$189,000.00
DTFH6816E000xx (99995)	6/30/2017	\$208,000.00	7/15/2017	\$208,000.00
DTFH6816E000xx (99996)	7/31/2017	\$87,900.00		
<b>Total</b>		<b>\$504,000.00</b>		<b>\$416,100.00</b>
<sup>(1)</sup> The Reporting Date is the date that the report was run to calculate Costs to Date. <sup>(2)</sup> The Costs to Date are the total project FLAP eligible expenditures when the report was run. <sup>(3)</sup> The Remaining Costs are the projected remaining costs for the project <sup>(4)</sup> This is for information only. CFLHD is limited to the recovery of the matching share of actual costs incurred only. CFL will not incur costs which result in matching funds required exceeding the costs agreed to in the reimbursable agreement(s). If additional funds are required to complete the project, CFL will work with the requesting agency to modify the agreement(s). <sup>(5)</sup> During Scoping and Design of a project the % of match invoiced compared with the required match will fluctuate due to limitations with the financial system. The % will be reconciled during the remainder of the Design Phase and/or during the Construction Phase of the project.				

Upon receipt of the invoice of costs incurred and authorized, the Requesting Agency will issue payment via one of the methods listed below.



**Statement of Work**  
**Project: UT FLAP 73(2) La Sal Mountain Loop Road**  
**Reimbursable Agreement No.: DTFH6816E00072**  
**8/2/2016**  
**Modification #002 10/3/2018**  
**Modification #003 6/28/2023**

**D. Method of Billing:**

CFLHD will bill the Requesting Agency, in accordance with the payment terms and schedule as agreed upon in the Agreement.

Modification 002: A Project Status Report will be provided on a quarterly basis during preliminary engineering and will be submitted with the monthly bill during construction.

CFLHD requests that these payments be made through the US Treasury's website <https://pay.gov>. Pay.gov can be used to make secure electronic payments to any Federal Government Agencies via credit card or direct debit. Payment shall be submitted referencing the FHWA/CFLHD-ID Agreement Number: **DTFH6816E00072**

Option 1 (Preferred Method)

- Plastic card or Automatic Clearing House Payment (ACH Direct Debit)
- Go to Treasury's website – <https://pay.gov>
- Search for Agency Name (Transportation Department)
- Select the appropriate Transportation Agency (Federal Highway Administration)
- Follow the form instructions to make your payment. Note, if making an ACH payment from your bank account, please select ACH Direct Debit as the payment type.

Option 2

- Mail check payment to the following address for Paper Check Conversion (PCC) processing:

Make Check Payable To:

DOT FHWA

Mailing Address:

**Mod 003**  
**DOT/FEDERAL HIGHWAY ADMINISTRATION**  
**C/O MIKE MONRONEY AERONAUTICAL CENTER**  
**6500 S. MacArthur Blvd.**  
**ATTN: AMZ-324, HQS BLDG RM 265**  
**Oklahoma City, OK 73169-6918**

~~Modification 002:~~

~~Enterprise Service Center~~

**Statement of Work**

**Project: UT FLAP 73(2) La Sal Mountain Loop Road**

**Reimbursable Agreement No.: DTFH6816E00072**

**8/2/2016**

**Modification #002 10/3/2018**

**Modification #003 6/28/2023**

~~Federal Aviation Administration  
ATTN: AMZ-324/HQ Room 181  
6500 S. MacArthur Blvd.  
Oklahoma City, OK 73169~~

- Notice to customers making payment by check:
  - Please notify [cfl.finance@dot.gov](mailto:cfl.finance@dot.gov) if mailing a check.
  - When you provide a check as payment you authorize us either to use information from your check to make a one-time electronic fund transfer from your account or to process the payment as a check transaction.
  - When we use information from your check to make an electronic fund transfer, funds may be withdrawn from your account as soon as the same day we receive your payment and you will not receive your check back from your financial institution.

*Privacy Act- A Privacy Act Statement required by 5 U.S.C. § 552a(e)(3) stating our authority for soliciting and collecting the information from your check, and explaining the purposes and routine uses which will be made of your check information, is available 1Torn our internet site at (PCCOTC.GOV), or call toll free;: at (1-800-624-137 to obtain a copy by mail. Furnishing the check information is voluntary, but a decision not to do so may require you to make payment by some other method.*

- IX. Modifications: Any modifications to the Agreement must be made in writing and agreed to by both parties. Such modifications are not binding unless they are in writing and signed by personnel authorized to bind each of the agencies.
- X. Termination: This agreement will terminate upon the date specified in Section V or upon 30 calendar days after written notification to the other party. If this agreement is terminated by either party, the Requesting Agency's liability shall extend only to pay for its share of the actual and reasonable costs of the items/services rendered and the costs of any non-cancelable obligations incurred in accordance with the terms of this agreement prior to the effective date of termination. If this agreement is terminated by CFLHD its liability shall extend only to the release of its work products and related materials to the Requesting Agency by the effective date of termination.

**FEDERAL LANDS ACCESS PROGRAM  
PROJECT MEMORANDUM OF AGREEMENT**

**October 3, 2018**

**Modification #001 6/28/2023**

**Project / Facility Name:** UT FLAP 73(2)

**Project Route:** La Sal Mountain Loop Road

**State:** Utah

**County:** San Juan

**Owner of Federal Lands to which the Project Provides Access:** Manti-La Sal National Forest and Bureau of Land Management.

**Entity with Title or Maintenance Responsibility for Facility:** San Juan County

**Type of Work:**

Preliminary Engineering: Environmental compliance, preliminary and final design, all necessary permits

Right of Way: Acquire all necessary right of way and easements needed for the project

Construction/Construction Contracting: Acquisition of construction contractor to perform work in accordance with the construction contract (plans, specifications, and estimate)

Construction Engineering: Administration of the construction contract

This Agreement does not obligate (commit to) the expenditure of Federal funds nor does it commit the parties to complete the project. Rather, this Agreement sets forth the respective responsibilities as the project proceeds through the project development process.

**Parties to this Agreement:** FHWA-Central Federal Lands Highway Division (CFLHD), Bureau of Land Management (BLM), San Juan County, and Manti-La Sal National Forest

The Program Decision Committee approved this project on 3/10/17  
Date

**AGREED:**

~~Kelly Pehrson~~ Mack McDonald \_\_\_\_\_ Date  
San Juan County Administrator

~~Christina Price~~ David Pals \_\_\_\_\_ Date  
Bureau of Land Management Field Office Manger

Ryan Neil \_\_\_\_\_ Date  
Manti-La Sal National Forest Supervisor

Judy Salomonson \_\_\_\_\_ Date

**FEDERAL LANDS ACCESS PROGRAM**  
**PROJECT MEMORANDUM OF AGREEMENT**

**October 3, 2018**

**Modification #001 6/28/2023**

FHWA-CFLHD Chief of Business Operations

**A. PURPOSE OF THIS AGREEMENT**

This Agreement documents the intent of the parties and sets forth the anticipated responsibilities of each party in the development, construction, and future maintenance of the subject project. The purpose of the Agreement is to identify and assign responsibilities for the environmental analysis, design, right-of-way, utilities, acquisition and construction as appropriate for this programmed project, and to ensure maintenance of the facility for public use if improvements are made. The parties understand that any final decision as to design or construction will not be made until after the environmental analysis required under the National Environmental Policy Act (NEPA) is completed (this does not prevent the parties from assigning proposed design criteria to be studied in the NEPA process.) Any decision to proceed with the design and construction of the project will depend on the availability of appropriations at the time of obligation and other factors, such as issues raised during the NEPA process, a natural disaster that changes the need for the project, a change in Congressional direction, or other relevant factors.

If Federal Lands Access Program funds are used for the development or construction of this project, San Juan County agrees to provide a minimum matching share equal to 6.77% of the total cost of the project, as detailed more fully in Sections J and K below.

**A. AUTHORITY**

This Agreement is entered into between the signatory parties pursuant to the provisions of 23 U.S.C. 204.

**A. JURISDICTION AND MAINTENANCE COMMITMENT**

The San Juan County has jurisdictional authority to operate and maintain the existing facility and will operate and maintain the completed project at its expense.

**B. FEDERAL LAND MANAGEMENT AGENCY COORDINATION**

San Juan County, UT has coordinated project development with the Manti-La Sal National Forest and BLM. The Manti-La Sal National Forest and BLM support of the project is documented in the Utah Federal Lands Access Program Project Application for this project submitted by San Juan County to FHWA-CFLHD. Each party to this agreement who has a primary role in NEPA, design, or construction shall coordinate their activities with the Manti-La Sal National Forest and BLM.

**C. PROJECT BACKGROUND/SCOPE**

**General Project Description.**

The Central Federal Lands Highway Division (CFLHD) of the Federal Highway Administration (FHWA), in cooperation with San Juan County, United States Forest (USFS) Service, and Bureau of Land Management (BLM), are proposing improvements to La Sal Mountain Loop Road. The scope of this project will include **the rehabilitation and paving of approximately 12.2 total miles of La Sal Mountain Loop Road. From the beginning of the previous forest highway project UT PFH 46-1(2) and adjacent USFS cattleguard south 7.3 miles to Pack Creek Road (FR0073) will be a 26-foot width. The project will continue another 4.8 miles from Pack Creek Road north to Old Airport Road at a 26-foot width, but will taper to a 30-foot width the final 0.6 miles. Work will also include drainage and safety improvements as required.** ~~the rehabilitation and paving of the La Sal Mountain Loop Road, to a consistent 26 foot width, from the beginning of the previous forest highway project work (CFLHD UT PFH 46-1(2)) approximately 6.5 miles to the south and east. The current project will also include design~~

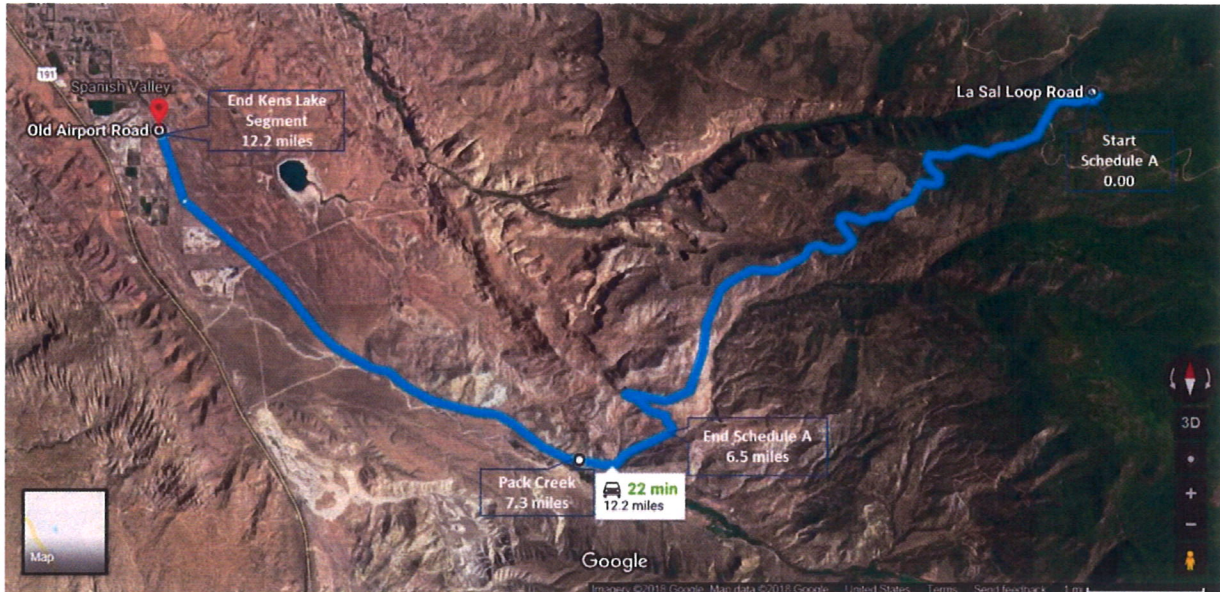


# FEDERAL LANDS ACCESS PROGRAM PROJECT MEMORANDUM OF AGREEMENT

October 3, 2018

Modification #001 6/28/2023

of an additional 0.8 miles of roadway to Paek Creek Road to be constructed if funding is available. San Juan County will fully fund design of another 4.8 miles of roadway from Paek Creek Road (FR0073) to Old Airport Road. Total roadway design miles anticipated is 12.2 miles. Work will also include drainage and safety improvements as required.



### Highway Design and Safety:

The road is in poor condition with significant patching requiring extensive maintenance. The existing paved widths observed during the scoping trip ranged from 20 - 29 ft. There are areas of poor sight distance and substandard horizontal curves and super elevation that should be corrected throughout this project. Traffic data from the application shows a current ADT of 380 with a seasonal of 500. Projected ADT from the application states an ADT of 457, and seasonal projected of 500-1000.

Crash data was received from San Juan and Grand Counties for La Sal Mountain Loop Road from MP 15.75 to MP 25.6. An analysis was prepared and several safety mitigation countermeasures were noted. Potential countermeasures include wider edge line pavement markings, additional signing to warn drivers of fixed objects and removing vegetation on inside of curves.

### Environmental Compliance and Permitting:

FHWA-CFLHD will serve as the lead agency for NEPA. It is assumed that the project will meet the requirements of a FHWA Categorical Exclusion and that all consultation with other agencies will be done by CLFHD. Outreach to cooperating agencies and federally-recognized tribes will be initiated by CFLHD.

It is anticipated that a biological study will be required due to several federally-listed species that have a potential to be within the project area. Also, it is anticipated that a cultural study will be needed for the project.

**FEDERAL LANDS ACCESS PROGRAM  
PROJECT MEMORANDUM OF AGREEMENT**

**October 3, 2018**

**Modification #001 6/28/2023**

Delineations of wetlands and waters of the US will be required to be completed for the project area. 404/401 and NPDES permits are anticipated.

**Pavement.**

The existing roadway is showing distress continuously along the route requiring constant maintenance by San Juan County. The distress ranges from longitudinal and transverse to heavy fatigue cracking. There are also concentrated areas of heavy patching. Under previous projects, a pavements investigation was performed for the entire route in 2011. CFLHD will perform a supplemental pavement investigation to determine the final pavement design.

**Bridge.**

There are no existing, or proposed structures on the project.

**ROW.**

The county claims a 66 ft. existing corridor that has been established, but not enforced. Based on a proposed width of 26 ft., ROW acquisition is not anticipated, but Temporary Construction Easements (TCE) may be needed from land owners for the segment from Pack Creek Road to Old Airport Road.

**Utilities.**

There is existing power and phone on the project. Conflicts are anticipated at newly proposed culvert locations. The design will mitigate conflicts should they arise. There is an irrigation ditch that flows parallel to the roadway for a portion of the project. The proposed work would include regrading the irrigation ditch alignment at select locations.

**Survey.**

Survey will be required for the project. A combination of aerial and on-ground survey should be utilized. A control network will also need to be established.

**Geotechnical.**

Geotechnical features anticipated include shoulder widening and minor realignment, requiring cut and fill slope recommendations, and potential MSE wall recommendations. Additional recommendations anticipated include underdrain, subexcavation, deep patch, and shrink/swell considerations. Scope of investigations includes field mapping for cut slopes, subsurface investigations at MSE wall locations and select cut and fill areas.

**Hydrology/Hydraulics.**

Existing culverts, including two existing large culverts (>48”), are not anticipated to meet condition and capacity design criteria, requiring replacement. Additionally, an irrigation canal currently spills into the roadside ditch and has caused saturation of the subgrade in the past. Options to keep the irrigation flow separated from the roadside ditch drainage will be evaluated and a solution designed.

**D. PROJECT BUDGET**

PROJECT BUDGET

**FEDERAL LANDS ACCESS PROGRAM  
PROJECT MEMORANDUM OF AGREEMENT**

**October 3, 2018**

**Modification #001 6/28/2023**

<b>Item</b>	<b>Estimated Cost</b>	<b>Comments</b>
Preliminary Engineering (PE) and Environmental Compliance	\$1,300,000	includes scoping
ROW Acquisition, Public Outreach, & Utility Relocation	0	In-kind Contribution (placeholder for potential impacts)
Schedule A Construction Contract (CN)	\$19,400,000	Current Program amount (Mill Creek to Pack Creek Cutoff)
Option X Construction Contract (CN)	\$5,550,000	Current Program amount (Pack Creek Cutoff -Old Airport Road)
Construction Engineering (CE)	\$2,350,000	Current Program amount (Mill Creek to Old Airport Road)
Contingency	\$1,680,000	6% Contingency
<b>Sub Total (FLAP eligible costs)</b>	<b>30,280,000</b>	
Ken's Lake Segment Design	\$250,000	Fully funded by San Juan County
<b>Sub Total (Non-FLAP eligible costs)</b>	<b>\$250,000</b>	
<b>Total</b>	<b>\$30,530,000</b>	

<b>PROJECT BUDGET</b>		
<b>Item</b>	<b>Estimated Cost</b>	<b>Comments</b>
Preliminary Engineering (PE) and Environmental Compliance	\$1,000,000	includes scoping
ROW Acquisition, Public Outreach, & Utility Relocation	\$30,000	Unknown (placeholder for potential impacts)
Construction Contract (CN)	\$10,700,000	Current Program amount (Mill Creek toward Pack Creek)
Construction Engineering (CE)	\$1,400,000	Current Program amount (Mill Creek toward Pack Creek)
Contingency	\$1,070,000	8% Contingency
<b>Sub Total (FLAP eligible Costs)</b>	<b>\$14,200,000</b>	
Ken's Lake Segment Design	\$250,000	Pack Creek to Old Airport Road



**FEDERAL LANDS ACCESS PROGRAM  
PROJECT MEMORANDUM OF AGREEMENT**

**October 3, 2018**

**Modification #001 6/28/2023**

<b>Sub Total (Non-FLAP eligible Costs)</b>	<b>\$250,000</b>	
<b>Total</b>	<b>\$14,450,000</b>	

The cost summaries shown above are for the revised application from the cattle guard adjacent to the UT PFH 46-1(2) project (Station ~~650+91~~ ~~659+00~~) south ~~7.3~~ ~~6.5~~ miles, past the revised limit (the cattle guard at the USFS boundary) and continues south to **Pack Creek Road (Station 265+00 315+00)**. The **project also includes 4.8 miles from Pack Creek Road to Old Airport Road (Station 11+62)**. ~~current project will also include design of an additional 0.8 miles of roadway to Pack Creek Road to be included if funding is available. San Juan County will fully fund design of another 4.8 miles of roadway from Pack Creek Road (FR0073) to Old Airport Road.~~ Total roadway design miles anticipated is 12.2 miles.

**B. ROLES AND RESPONSIBILITIES**

<b>Responsible Party</b>	<b>Product/Service/Role</b>	<b>Comments</b>
FHWA-CFLHD	<ul style="list-style-type: none"> <li>• Develop and sign this Memorandum of Agreement</li> <li>• Manage project development schedule and preliminary engineering costs</li> <li>• Lead agency for all environmental compliance</li> <li>• Prepare and approve environmental documents and make project decisions based on the NEPA documents</li> <li>• Prepare right-of-way plans, legal descriptions, and other documents required for the San Juan County Highway Easement Deed (HED) and any private parcels to be acquired</li> <li>• Preliminary engineering towards the development of a PS&amp;E construction contract package</li> <li>• Obtain permits required for Federally constructed projects</li> <li>• Advertise and award the contract (Bids will not be solicited by FHWA-CFLHD until maintaining agency has concurred with the plans and specifications)</li> <li>• Construction engineering/administration of the construction contract</li> </ul>	



**FEDERAL LANDS ACCESS PROGRAM**  
**PROJECT MEMORANDUM OF AGREEMENT**

**October 3, 2018**

**Modification #001 6/28/2023**

	<ul style="list-style-type: none"> <li>• Potentially enter into a formal partnering work session and agreement with all parties involved in the construction contract</li> <li>• Provide Project Engineer on site for construction administration</li> <li>• Determine the need for any proposed changes to contract documents, evaluate change impacts, coordinate technical reviews as needed, and ensure that the construction meets the requirements intended in the PS&amp;E</li> <li>• Ensure that the contractor will bear all expense of maintaining traffic, other than snow removal and normal state, county, and city maintenance work</li> <li>• Verify adherence to environmental documents</li> <li>• Set up and lead final inspection upon completion of construction</li> </ul>	
San Juan County	<ul style="list-style-type: none"> <li>• Review and sign this Memorandum of Agreement</li> <li>• Attend reviews and meetings</li> <li>• Provide in a timely manner available data including but not limited to traffic, accidents, material sources, construction costs, agreements, other technical data</li> <li>• Review and provide comments within two weeks the environmental documents, plans, estimate, and specifications at each phase of design and provide project development support</li> <li>• Coordinate with FHWA-CFLHD on NEPA related issues</li> <li>• In coordination with the FHWA-CFLHD project manager, ensure that completed plans, specifications, and estimates (PS&amp;E) are consistent with the intended outcome</li> <li>• Acquire any required state permits prior to advertisement of the project</li> <li>• Provide ROW and utility information and coordination</li> <li>• <b>Acquire ROW and TCEs if necessary.</b></li> <li>• <b>Execute/Record Letter of Consent/Highway Easement Deed prior to construction</b></li> <li>• Approve value findings or appraisals for Fair</li> </ul>	

**FEDERAL LANDS ACCESS PROGRAM**  
**PROJECT MEMORANDUM OF AGREEMENT**

**October 3, 2018**

**Modification #001 6/28/2023**

Market Values

- Prepare offers to landowners
- Conduct ROW negotiations as necessary to acquire adequate rights from private
- Complete all ROW activities prior to advertisement of the project
- Sign CFLHD Right of Way Certification certifying that all rights on private property necessary to construct, operate, and maintain the road have been obtained.
- Obtain all rights necessary to construct, operate, and maintain the facility
- Provide overall direction regarding agency policy and administration for the project and concur with the final plans and specifications
- Procure, coordinate, and pay for utility relocations if necessary per scope described above
- Sign CFLHD Utility Certification
- **Develop and Lead a public information plan in coordination with CFLHD and the FLMA's**
- If required, enter into a formal partnering work session and agreement with all parties involved in the construction contract
- Designate a representative who will be the primary contact for FHWA's construction staff during construction
- Consider proposed design changes, evaluate change impacts, and provide construction oversight as needed, ensuring that requests meet the requirements intended in the PS&E
- Attend a final inspection and approve and provide final acceptance upon completion of construction
- Assume responsibility of the NPDES permit until the Notice of Termination is filed and accepted
- Provide long term maintenance and operation of the project upon completion
- Review and sign this Memorandum of Agreement
- Attend reviews and meetings

Manti-La Sal  
National Forest

**UT FLAP 73(2) La Sal Mountain Loop Road**

Page | 8 of 14

**FEDERAL LANDS ACCESS PROGRAM**  
**PROJECT MEMORANDUM OF AGREEMENT**

**October 3, 2018**

**Modification #001 6/28/2023**

	<ul style="list-style-type: none"> <li>• Provide in a timely manner available data including but not limited to existing agreements or technical data</li> <li>• Review and provide comments within two weeks of the environmental documents, plans and specifications at each phase of design and provide project development support</li> <li>• In coordination with the FHWA project manager, ensure that completed plans, specifications, and estimates (PS&amp;E) are consistent with the intended outcome</li> <li>• Provide overall direction regarding FLMA policy and administration for the project and concur with the final plans and specifications</li> <li>• Provide a fire plan for incorporation into the Special Contract Requirements</li> <li>• Provide a seed mix for the final seeding mix into the Special Contract Requirements</li> <li>• Provide support to CFLHD (respond to question regarding environmental issues), as requested, for the development of environmental documents</li> <li>• Develop a public information program in coordination with CFLHD and the maintaining agency</li> <li>• <b>Provide to CFLHD a Letter of Consent to transfer an easement for highway right-of-way of the route prior to advertisement of the project for construction.</b></li> <li>• If required, enter into a formal partnering work session and agreement with all parties involved in the construction contract</li> <li>• Designate a representative who will be the primary contact for the FHWA’s Construction staff</li> <li>• Continue to update and implement the public information program</li> <li>• Consider proposed design changes, evaluate change impacts, and provide construction oversight as needed, ensuring that requests meet</li> </ul>	
	<p>the requirements intended in the PS&amp;E</p> <ul style="list-style-type: none"> <li>• Attend final inspection upon completion of construction</li> </ul>	

**FEDERAL LANDS ACCESS PROGRAM  
PROJECT MEMORANDUM OF AGREEMENT**

**October 3, 2018**

**Modification #001 6/28/2023**

<p>Bureau of Land Management</p>	<ul style="list-style-type: none"><li>• Review and sign this Memorandum of Agreement</li><li>• Attend reviews and meetings</li><li>• Provide in a timely manner available data including but not limited to existing agreements or technical data</li><li>• Review and provide comments within two weeks of the environmental documents, plans and specifications at each phase of design and provide project development support</li><li>• In coordination with the FHWA project manager, ensure that completed plans, specifications, and estimates (PS&amp;E) are consistent with the intended outcome</li><li>• Provide overall direction regarding FLMA policy and administration for the project and concur with the final plans and specifications</li><li>• Provide a fire plan for incorporation into the Special Contract Requirements</li><li>• Provide a seed mix for the final seeding mix into the Special Contract Requirements</li><li>• Provide support to CFLHD (respond to question regarding environmental issues), as requested, for the development of environmental documents</li><li>• Develop a public information program in coordination with CFLHD and the maintaining agency</li><li>• <b>Provide to CFLHD a Letter of Consent to transfer an easement for highway right-of-way of the route prior to advertisement of the project for construction.</b></li><li>• If required, enter into a formal partnering work session and agreement with all parties involved in the construction contract</li><li>• Designate a representative who will be the primary contact for the FHWA's Construction staff</li><li>• Continue to update and implement the public information program</li><li>• Consider proposed design changes, evaluate change impacts, and provide construction oversight as needed, ensuring that requests meet</li></ul>	
----------------------------------	---	--

**FEDERAL LANDS ACCESS PROGRAM  
PROJECT MEMORANDUM OF AGREEMENT**

**October 3, 2018**

**Modification #001 6/28/2023**

	the requirements intended in the PS&E <ul style="list-style-type: none"> <li>Attend final inspection upon completion of construction</li> </ul>	
--	---	--

**C. ROLES AND RESPONSIBILITIES—SCHEDULE**

Responsible Lead	Product/Service/Role	Schedule Finish	Comments
FHWA-CFLHD	Preliminary Design	FY 20	
FHWA-CFLHD	Environmental Compliance	FY 20	Development and completion of NEPA Document
FHWA-CFLHD	Final Design	FY 20	Development of PS&E
FHWA-CFLHD	Advertise, Award and NTP	Summer 2023 <del>FY 20*</del>	2016 - Programmed for FY22 CN 2019 - Programmed for FY23 CN
FHWA-CFLHD	Administer Construction Contract	FY24 – 25 <del>FY 20 – 21*</del>	Construction Engineering

~~\*With Advanced Funding from San Juan County; FLAP program year 2022-~~

**D. PROPOSED DESIGN STANDARDS**

Final design standards will be determined through the NEPA process.

Criteria		Comments
Standard	AASHTO	
Functional Classification	Rural Major Collector	
Surface Type	Asphalt	
Design Volume	200-500	

**E. FUNDING**

PROJECT FUNDING			
Funding Source	Estimated Funding	% of Subtotal Project	Comments
Federal Lands Access Program	\$28,230,000	93.23%	Percent of Subtotal Project Cost
San Juan County	\$2,050,000	6.77%	Cash Match
	0		Estimated In-kind ROW and

**FEDERAL LANDS ACCESS PROGRAM  
PROJECT MEMORANDUM OF AGREEMENT**

**October 3, 2018**

**Modification #001 6/28/2023**

			Utility Cost
<b>Subtotal</b>	<b>\$30,280,000</b>		
San Juan County	\$250,000		Ken's Lake Design, Covered 100% By San Juan County
<b>Total Project</b>	<b>\$30,530,000</b>		
<b>Total San Juan County</b>	<b>\$2,300,000</b>		

PROJECT FUNDING			
Funding Source	Estimated Funding	% of Subtotal Project	Comments
Federal Lands Access Program	\$13,240,000	93.23%	Percent of Subtotal Project Cost
San Juan County	\$930,000	align="right">6.77%	Cash Match
	\$30,000		Estimated In-kind ROW and Utility Cost
<b>Subtotal</b>	<b>\$14,200,000</b>		
San Juan County	\$250,000		Overmatch for Ken's Lake Design, Covered 100% By San Juan
<b>Total</b>	<b>\$14,450,000</b>		

San Juan County will provide non-federal local matching funds in the amount of 6.77% of the total Federal Lands Access Program eligible costs required to complete the work as shown above. The total local match amount for this project is estimated at ~~\$2,300,000~~ \$1,210,000. The in-kind eligible contribution for ROW and Utility Relocations is estimated to be ~~\$0~~ \$30,000. The Requesting Agency will also provide local funds in the amount of \$250,000 for requested additional design work for the Ken's Lake segment.

If during implementation of the project it is determined that the total project cost exceeds \$30,530,000, the Central Federal Lands Highway Division and San Juan County will either mutually agree to reduce the scope of the project, or execute a modification to this agreement to change funding amounts.

**F. MATCHING SHARE REQUIREMENTS**

San Juan County will provide 6.77% of the total Federal Lands Access Program eligible project costs required for the project through construction contract completion, closeout, and resolution of any disputes, in an amount not to exceed that provided in separate funding agreements.

**FEDERAL LANDS ACCESS PROGRAM  
PROJECT MEMORANDUM OF AGREEMENT**

**October 3, 2018**

**Modification #001 6/28/2023**

Matching or cost sharing requirements will be satisfied following the obligation of funds to the project as detailed above in Section J.

**G. PROJECT TEAM MEMBERS—POINTS OF CONTACT**

The following table provides the points of contact for this project. They are to be the first persons to deal with any issues or questions that arise over the implementation of each party’s role and responsibility for this agreement.

<b>Name/Title</b>	<b>Organization</b>	<b>Phone Number/Email</b>
Mack McDonald <del>Kelly Pehrson,</del> County Administrator	San Juan County	435-587-3225 mmcdonald@sanjuancounty.org <del>kpehrson@sanjuancounty.org</del>
Michael Diem, District Ranger	Manti-La Sal National Forest	435-259-7155 mdiem@fs.fed.us
<del>Beth Ransel</del> -David Pals Field Office Manager	Bureau of Land Management	435-259-2119 bransel@blm.gov
Braden Peters, Project Manager	FHWA-CFLHD	720-963-3397 Braden.Peters@dot.gov

**H. CHANGES/AMENDMENTS/ADDENDUMS**

The agreement may be modified, amended, or have addendums added by mutual agreement of all parties. The change, amendment, or addendum must be in writing and executed by all of the parties.

The types of changes envisioned include, but are not limited to, changes that significantly impact scope, schedule, or budget; changes to the local match, either in type or responsibility; changes that alter the level of effort or responsibilities of a party. The parties commit to consider suggested changes in good faith. Failure to reach agreement on changes may be cause for termination of this agreement.

A change in the composition of the project team members does not require the agreement to be amended.

It is the responsibility of the project team members to recognize when changes are needed and to make timely notification to their management in order to avoid project delivery delays.

**I. ISSUE RESOLUTION PROCEDURES MATRIX**

Issues should be resolved at the lowest level possible. The issue should be clearly defined in writing and understood by all parties. Escalating to the next level can be requested by any party. When an issue is resolved, the decision will be communicated to all levels below.

<b>FHWA</b>	<b>San Juan County</b>	<b>USFS</b>	<b>BLM</b>	<b>Time</b>
-------------	------------------------	-------------	------------	-------------



**FEDERAL LANDS ACCESS PROGRAM  
PROJECT MEMORANDUM OF AGREEMENT**

**October 3, 2018**

**Modification #001 6/28/2023**

Braden Peters, Project Manager	Todd Adair, Road Department Superintendent <del>Ben Musselman</del> Public Works Director	Brian Murdock Recreation/Wildernes s Program Manager Daniel Luke Forest Roads Engineer	Stan Johnson District Engineer Christina Price BLM Field Office Manger	30 days
Wendy Longley, <del>Gary Strike</del> , Project Management Branch Chief	Mack McDonald <del>Kelly Pehrson</del> County Administrator	Daniel Luke-Cathleen <del>Christensen</del> Forest Engineer	David Pals Christina Price BLM Field Office Manger	60 days
Curtis Scott, Chief of Engineering	San Juan County Commissioner	Ryan Neil Forest Supervisor	David Pals <del>Christina Price</del> BLM Field Office Manger	90 days

**J. TERMINATION**

This agreement may be terminated by mutual written consent of all parties. This agreement may also be terminated if either the NEPA process or funding availability requires a change and the parties are not able to agree to the change. Any termination of this agreement shall not prejudice any rights or obligations accrued to the parties prior to termination. If Federal Access funds have been expended prior to termination, the party responsible for the match agrees to provide a match in the applicable percentage of the total amount expended on the project prior to the termination.





## COMMISSION STAFF REPORT

---

**MEETING DATE:** July 18, 2023

**ITEM TITLE, PRESENTER:** Consideration and Approval to Purchase Four Pickups, TJ Adair, Road Superintendent

**RECOMMENDATION:** Approval

---

### SUMMARY

San Juan County Road Department needs to replace four crew pickup trucks that are getting too high in mileage and repairs. The pickup trucks would be purchased from Labrum Form since they are in stock and other dealerships have an increase of approximately six to eight percent (6-8%) and do not have pickups in stock.

In 2022, the Road Department had budgeted for two pickups but were not able to purchase them because of stock shortage and availability.

### HISTORY/PAST ACTION

Approval

### FISCAL IMPACT

\$45,044.85 average each – 2022 Budget and adjusted B Road Revenue beginning July 2023 or Savings.

#1  
NAME OF COMPANY  
Labrum Ford  
Telephone # 435.654.4910  
In Person  By Email   
Time \_\_\_\_\_  
Contact Person Danny Labrum  
ALL QUOTATIONS TO BE  
CONFIRMED IN WRITING  
ITEMS QUOTED: 2023 F150  
Extended Cab - Qty. 4  
PRICE: ~~\$45,391.36~~, ~~\$45,015.52~~,  
\$45,301.52, \$44,471.00

#2  
NAME OF COMPANY  
Ken Garff Ford  
Telephone # \_\_\_\_\_  
In Person  By Email   
Time \_\_\_\_\_  
Contact Person Robert Morgan  
ALL QUOTATIONS TO BE  
CONFIRMED IN WRITING  
ITEMS QUOTED: 2023 F150  
Extended Cab  
PRICE: Not available

#3  
NAME OF COMPANY  
Ken Garff Ford  
Telephone # \_\_\_\_\_  
In Person  By Email   
Time \_\_\_\_\_  
Contact Person Robert Morgan  
ALL QUOTATIONS TO BE  
CONFIRMED IN WRITING  
ITEMS QUOTED: 2023 Ford F250  
Ext. Cab  
PRICE: ~~\$48,201.00 + 87.~~  
\$3,856.08 = \$52,057.08

#4  
NAME OF COMPANY  
Ken Garff Ford  
Telephone # \_\_\_\_\_  
In Person  By Email   
Time \_\_\_\_\_  
Contact Person Robert Morgan  
ALL QUOTATIONS TO BE  
CONFIRMED IN WRITING  
ITEMS QUOTED: 2023 Ford  
F250 Reg. Cab  
PRICE: ~~\$45,898.00 + 87.~~  
\$3,671.84 = \$49,569.84

BID CHOSEN AND REASON: Labrum Ford - they have availability and prices are lower.

SIGNED: \_\_\_\_\_  
DEPARTMENT: ROAD  
P.O. NUMBER: \_\_\_\_\_  
APPROXIMATE DATE OF DELIVERY: \_\_\_\_\_

SAN JUAN COUNTY  
PROCUREMENT POLICY AND BID-QUOTATION FORM

Item 8.

#1  
NAME OF COMPANY  
Larry H. Miller  
Telephone # \_\_\_\_\_  
In Person \_\_\_\_\_ By <sup>Phone</sup> Mail X  
Time \_\_\_\_\_  
Contact Person \_\_\_\_\_  
ALL QUOTATIONS TO BE  
CONFIRMED IN WRITING  
ITEMS QUOTED: 2023 Ford  
F150  
PRICE: NO Bid or  
Availability  
BID CHOSEN AND REASON: \_\_\_\_\_

#2  
NAME OF COMPANY  
\_\_\_\_\_  
Telephone # \_\_\_\_\_  
In Person \_\_\_\_\_ By Mail \_\_\_\_\_  
Time \_\_\_\_\_  
Contact Person \_\_\_\_\_  
ALL QUOTATIONS TO BE  
CONFIRMED IN WRITING  
ITEMS QUOTED: \_\_\_\_\_  
\_\_\_\_\_  
PRICE: \_\_\_\_\_  
\_\_\_\_\_

#3  
NAME OF COMPANY  
\_\_\_\_\_  
Telephone # \_\_\_\_\_  
In Person \_\_\_\_\_ By Mail \_\_\_\_\_  
Time \_\_\_\_\_  
Contact Person \_\_\_\_\_  
ALL QUOTATIONS TO BE  
CONFIRMED IN WRITING  
ITEMS QUOTED: \_\_\_\_\_  
\_\_\_\_\_  
PRICE: \_\_\_\_\_  
\_\_\_\_\_

#4  
NAME OF COMPANY  
\_\_\_\_\_  
Telephone # \_\_\_\_\_  
In Person \_\_\_\_\_ By Mail \_\_\_\_\_  
Time \_\_\_\_\_  
Contact Person \_\_\_\_\_  
ALL QUOTATIONS TO BE  
CONFIRMED IN WRITING  
ITEMS QUOTED: \_\_\_\_\_  
\_\_\_\_\_  
PRICE: \_\_\_\_\_  
\_\_\_\_\_

SIGNED: \_\_\_\_\_  
DEPARTMENT: \_\_\_\_\_  
P.O. NUMBER: \_\_\_\_\_  
APPROXIMATE DATE OF DELIVERY: \_\_\_\_\_  
\_\_\_\_\_



Alvarado, Monica <malvarado@sanjuancounty.org>

---

## Fwd: Trucks

1 message

---

**Todd Adair** <tadair@sanjuancounty.org>  
To: Monica Alvarado <malvarado@sanjuancounty.org>

Thu, Jul 6, 2023 at 10:37 AM

I feel that the discount that labrum is giving is fair compared to the state discount.

Sent from my iPhone

Begin forwarded message:

**From:** Robert Morgan <robertm@kengarff.com>  
**Date:** November 4, 2022 at 3:52:06 PM PDT  
**To:** Todd Adair <tadair@sanjuancounty.org>  
**Subject:** RE: Trucks

Total State discount for the Regular cab is \$3,705.00

Total State discount for the Extended cab is \$3,853.00

**From:** Todd Adair <tadair@sanjuancounty.org>  
**Sent:** Friday, November 4, 2022 4:38 PM  
**To:** Robert Morgan <robertm@kengarff.com>  
**Subject:** Re: Trucks

Thanks Robert. What is the state discount on these? Thanks

Sent from my iPhone



Alvarado, Monica <malvarado@sanjuancounty.org>

---

## Fwd: Trucks

1 message

---

**Todd Adair** <tadair@sanjuancounty.org>  
To: Monica Alvarado <malvarado@sanjuancounty.org>

Thu, Jul 6, 2023 at 8:43 AM

Sent from my iPhone

Begin forwarded message:

**From:** danny@labrumford.com  
**Date:** June 29, 2023 at 9:31:03 AM PDT  
**To:** tadair@sanjuancounty.org  
**Subject:** Trucks

TJ,

Thanks for taking my call today. I have attached all the bids for the 4 F-150's that are here. Let me know if you have any questions.

Thank You

Danny Labrum  
Labrum Ford, Inc.  
435-657-8024

**Bid Proposal**

**6/29/2023**

<b>Customer</b>	San Juan County	TJ	tadair@sanjuancounty.org
<b>Fleet Number</b>		<u>435-459-6000</u>	
<b>Year</b>	2023		
<b>Make</b>	Ford		
<b>Model</b>	F-150	EXT CAB	
		STOCK# 223730	

<b>Sale Price</b>	\$45,286.36
<b>Gas</b>	\$0.00
<b>RHINO</b>	\$0.00
<b>Sub Total</b>	\$45,286.36
<b>Document Fee</b>	\$100.00
<b>Sub Total</b>	\$45,386.36
<b>Sales Tax@6.4%</b>	\$0.00
<b>License &amp; Reg</b>	\$5.00
<b>Total</b>	<b>\$45,391.36</b>

**Labrum Ford**  
**901 S Main**  
**Heber, Ut 84032**  
**435-654-4910**  
**Danny Labrum**  
[danny@labrumford.com](mailto:danny@labrumford.com)

KAIN-002091 UT

9-NORMAL, NB, 202091, PB162 8858

420230224 BLEND 0577

CERT CERT CERT TRD RAMP BUMP CAMP BOOK EXFL ROTA

1892/2471 1FTFX1E5XPKD78597

VEHICLE DESCRIPTION

**F-150**

**PK D78597**



ford.com

2023 F-150 4X4 SUPERCAB  
145" WHEELBASE  
5.0L V8 ENGINE  
ELEC TEN-SPEED AUTO W/TOW M

EXTERIOR  
OXFORD WHITE  
INTERIOR  
BLACK SPORT CLOTH40/20/40

STANDARD EQUIPMENT INCLUDED AT NO EXTRA CHARGE

EXTERIOR

- DAYTIME RUNNING LAMPS
- EASY FUEL CAPLESS FILLER
- FULLY BOXED STEEL FRAME
- HALOGEN HEADLAMPS
- HEADLAMPS - AUTO HIGH BEAM
- HEADLAMPS - AUTOLAMP (ON/OFF)
- LOCKING REMOVABLE TAILGATE
- MANUAL FOLD POWER MIRRORS
- PICKUP BOX TIE DOWN HOOKS
- POWER TAILGATE LOCK
- TRAILER SWAY CONTROL
- WIPERS - INTERMITTENT

INTERIOR

- 4" PRODUCTIVITY SCREEN
- CRUISE CONTROL
- DOOR LOCKS - POWER
- DUAL SUNROOF
- ILLUMINATED ENTRY
- MESSAGE CTR: OUTSIDE TEMP, COMPASS, TRIP COMPUTER
- POWERPOINTS - 12V
- TILT/TELESCOPE STR COLUMN

FUNCTIONAL

- AUTO HOLD
- CURVE CONTROL
- DYNAMIC HITCH ASSIST
- FAIL-SAFE COOLING SYSTEM
- FORDPASS CONNECT™ 4G HOTSPOT TELEMATICS MODEM
- HILL START ASSIST
- MYKEY®
- POST-COLLISION BRAKING
- PRE-COLLISION ASSIST W/AEB
- REVERSE SENSING AND REAR VIEW CAMERA
- SELECTSHIFT®
- SYNC®4 W/8" SCREEN

SAFETY/SECURITY

- ADVANCETRAC™ WITH RSC®
- AIRBAGS - FRONT SEAT MOUNTED SIDE IMPACT
- AIRBAGS - SAFETY CANOPY®
- CTR HIGH MOUNT STOP LAMP
- PERIMETER ALARM
- SOS POST-CRASH ALERT BY8™
- TIRE PRESSURE MONIT 8YS

WARRANTY

- 3YR/36,000 BUMPER / BUMPER
- 5YR/60,000 POWERTRAIN
- 5YR/60,000 ROADSIDE ASSIST
- 8YR/100,000 HYBRID BATTERY

INCLUDED ON THIS VEHICLE (MSRP)

EQUIPMENT GROUP 101A

•XL SERIES

OPTIONAL EQUIPMENT/OTHER

- 5.0L V8 ENGINE 2,335.00
- 275/60R20 BSW ALL-TERRAIN NO CHARGE
- 3.31 RATIO REGULAR AXLE NO CHARGE
- 7080# GVWR PACKAGE NO CHARGE
- FRONT LICENSE PLATE BRACKET NO CHARGE
- STX APPEARANCE PACKAGE 2,585.00
- SYNC 4 W/ENHANCED VOICE RECOG
- REAR WINDOW DEFROSTER
- SERIES XM W/ 30M
- PRIVACY GLASS W/REAR DEFROSTE NO CHARGE
- 60 STATE EMISSIONS - 50.00
- AUTO START-STOP REMOVAL NO CHARGE
- TRAILER TOW PACKAGE 1,325.00
- INTEGRATED TRAILER BRAKE CONT NO CHARGE
- FOG LAMP 1,225.00
- 20" 6-SPOKE MAGNETIC PKT WHLS NO CHARGE
- STX SPORT CLOTH 40/20/40
- FLEX FUEL VEHICLE NO CHARGE

PRICE INFORMATION

BASE PRICE 42,995.00  
TOTAL OPTIONS/OTHER 7,420.00

TOTAL VEHICLE & OPTIONS/OTHER 50,415.00  
DESTINATION & DELIVERY 1,895.00

TOTAL BEFORE DISCOUNTS 52,310.00  
XL DISCOUNT - 750.00  
STX APPEARANCE DISCT - 750.00  
XL STX WHEEL DISCOUNT - 595.00  
TOTAL SAVINGS - 2,095.00

EPA DOT Fuel Economy and Environment



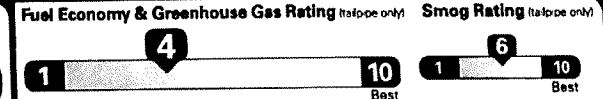
**18** MPG  
combined city/hwy

Standard Pickup Trucks range from 12 to 70 MPG. The best vehicle rates 132 MPG. Values are based on gasoline and do not reflect performance and ratings based on E85.

**You spend \$4,250**  
more in fuel costs over 5 years compared to the average new vehicle.

Driving Range  
Gasoline 430 miles  
Ethanol (E85) 335 miles

Annual fuel cost **\$2,450**



Actual results will vary for many reasons, including driving conditions and how you drive and maintain your vehicle. The average new vehicle gets 28 MPG and costs \$8,000 to fuel over 5 years. Cost estimates are based on 15,000 miles per year at \$2.95 per gallon. This is a dual fueled automobile. MPG is miles per gasoline gallon equivalent. Vehicle emissions are a significant cause of climate change and smog.

**fuelconomy.gov**

Calculate personalized estimates and compare vehicles

GOVERNMENT 5-STAR SAFETY RATINGS

Overall Vehicle Score ★★★★★  
Based on the combined ratings of frontal, side and rollover. Should ONLY be compared to other vehicles of similar size and weight.

Frontal Crash Driver Passenger ★★★★★  
Based on the risk of injury in a frontal impact. Should ONLY be compared to other vehicles of similar size and weight.

Side Crash Front seat Rear seat ★★★★★  
Based on the risk of injury in a side impact.

Rollover ★★★★★  
Based on the risk of rollover in a single-vehicle crash.

Star ratings range from 1 to 5 stars (★★★★★), with 5 being the highest. Source: National Highway Traffic Safety Administration (NHTSA). www.safercar.gov or 1-888-327-4236



The FordPass® Connect modem is active and sending vehicle data (e.g., diagnostics) to Ford.™ See in-vehicle settings for connectivity options.

\*Based on 1977-2022 CY total sales.  
\*\*FordPass Connect (optional on select vehicles), the FordPass App and complimentary Connected Service are required for remote features (see FordPass Terms for details). Connected service and features depend on compatible AT&T network availability. Evolving technology/cellular networks/vehicle capability may limit functionality and prevent operation of connected features. Connected service excludes Wi-Fi hotspot.

**Ford FORD PROTECT** Continued Service Plan  
Insist on Ford Protect! The only extended service plan fully backed by Ford and honored at every Ford dealership in the U.S., Canada and Mexico. See your Ford dealer or visit www.FordOwner.com.

**WARNING:** Operating, servicing and maintaining a passenger vehicle, pickup truck, van, or off-road vehicle can expose you to chemicals including engine exhaust, carbon monoxide, phthalates, and lead, which are known to the State of California to cause cancer and birth defects or other reproductive harm. To minimize exposure, avoid breathing exhaust, do not idle the engine except as necessary, service your vehicle in a well-ventilated area and wear gloves or wash your hands frequently when servicing your vehicle. For more information go to www.P65Warnings.ca.gov/passenger-vehicle.

SCAN QR TEXT 1PPV270687 TO 48088  
Help & Data refers may apply Text HELP for help

	RAMP ONE <b>CB26</b>		<b>TOTAL MSRP \$50,215.00</b>
	RAMP TWO	<b>CONVOY</b>	
		ITEM #: <b>56-Z503 O/T 2</b>	
	<p>This label is affixed pursuant to the Federal Automobile Information Disclosure Act. Gasoline, License, and Title Fees, State and Local taxes are not included. Dealer installed options or accessories are not included unless listed above.</p>		<p>Whether you decide to lease or finance your vehicle, you'll find the choices that are right for you. See your dealer for details or visit <a href="http://www.ford.com/finance">www.ford.com/finance</a>.</p> <p>PB162 N RB 2X 335 002091 02 18 23</p>

2202302240577

06/29/2023

**Bid Proposal**

**6/29/2023**

**Customer** San Juan County TJ [tadair@sanjuancounty.org](mailto:tadair@sanjuancounty.org)  
**Fleet Number** 435-459-6000  
**Year** 2023  
**Make** Ford  
**Model** F-150 EXT CAB  
STOCK# 223726

**Sale Price** \$44,910.52  
**Gas** \$0.00  
**RHINO** \$0.00  
**Sub Total** \$44,910.52  
**Document Fee** \$100.00  
**Sub Total** \$45,010.52  
**Sales Tax@6.4%** \$0.00  
**License & Reg** \$5.00  
**Total** \$45,015.52

**Labrum Ford**  
**901 S Main**  
**Heber, Ut 84032**  
**435-654-4910**  
**Danny Labrum**  
[danny@labrumford.com](mailto:danny@labrumford.com)



9-NORMAL, NB, 201439, PB132

[CERT]CERT]CERT] TRD [RAMP]BUMP]CAMP]BOOK]EXFL]ROTA]

922/1335

1FTFX1E58

PKD76475 NB

FU13



ford.com

VEHICLE DESCRIPTION

**F-150**

2023 F-150 4X4 SUPERCAB  
145" WHEELBASE  
5.0L V8 ENGINE  
ELEC TEN-SPEED AUTO W/TOW M

**PK D76475**

EXTERIOR  
OXFORD WHITE  
INTERIOR  
BLACK SPORT CLOTH40/20/40

STANDARD EQUIPMENT INCLUDED AT NO EXTRA CHARGE

**EXTERIOR**

- DAYTIME RUNNING LAMPS
- EASY FUEL CAPLESS FILLER
- FULLY BOXED STEEL FRAME
- HALOGEN HEADLAMPS
- HEADLAMPS - AUTO HIGH BEAM
- HEADLAMPS - AUTOLAMP (ON/OFF)
- LOCKING REMOVABLE TAILGATE
- MANUAL FOLD POWER MIRRORS
- PICKUP BOX TIE DOWN HOOKS
- POWER TAILGATE LOCK
- TRAILER SWAY CONTROL
- WIPERS- INTERMITTENT

**INTERIOR**

- 4" PRODUCTIVITY SCREEN
- CRUISE CONTROL
- DOOR LOCKS - POWER
- DUAL SUNSHOES
- ILLUMINATED ENTRY
- MESSAGE CTRL: OUTSIDE TEMP, COMPASS, TRIP COMPUTER
- POWERPOINTS - 12V
- TILT/TELESCOPE STR COLUMN

**FUNCTIONAL**

- AUTO HOLD
- CURVE CONTROL
- DYNAMIC HITCH ASSIST
- FAIL-SAFE COOLING SYSTEM
- FORDPASS CONNECT™ 4G HOTSPOT TELEMATICS MODEM
- HILL START ASSIST
- MYKEY®
- POST-COLLISION BRAKING
- PRE-COLLISION ASSIST W/AEB
- REVERSE SENSING AND REAR VIEW CAMERA
- SELECTSHIFT®
- SYNC4 W/8" SCREEN

**SAFETY/SECURITY**

- ADVANCETRAC™ WITH RSC®
- AIRBAGS - FRONT SEAT MOUNTED SIDE IMPACT
- AIRBAGS - SAFETY CANOPY®
- CTR HIGH MOUNT STOP LAMP
- PERIMETER ALARM
- SOS POST-CRASH ALERT SYS™
- TIRE PRESSURE MONIT SYS

**WARRANTY**

- 3YR/36,000 BUMPER / BUMPER
- 5YR/60,000 POWERTRAIN
- 5YR/60,000 ROADSIDE ASSIST
- 8YR/100,000 HYBRD BATTERY

INCLUDED ON THIS VEHICLE (MSRP)

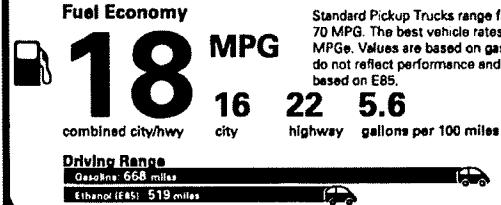
**EQUIPMENT GROUP 101A**

XL SERIES	
<b>OPTIONAL EQUIPMENT/OTHER</b>	
5.0L V8 ENGINE	2,335.00
27S/POR20 BSW ALL-TERRAIN	NO CHARGE
3.5I ELECTRONIC LOCK FR AXLE	420.00
7050L GVWR PACKAGE	
FRONT LICENSE PLATE BRACKET	NO CHARGE
STX APPEARANCE PACKAGE	2,685.00
SYNC 4 W/HANDLED VOICE RECOG	
REAR-WINDOW DEFROSTER	
SIRIUS XM W/ 90DL	
PRIVACY GLASS W/REAR DEFROSTE	NO CHARGE
60 STATE EMISSIONS	- 60.00
AUTO START-STOP REMOVAL	NO CHARGE
FOG LAMPS	1,225.00
EXTENDED RANGE 30GAL FUEL TANK	445.00
STX SPORT CLOTH 40/20/40	NO CHARGE
FLEX FUEL VEHICLE	

**PRICE INFORMATION**

BASE PRICE	\$42,995.00
TOTAL OPTIONS/OTHER	6,960.00
TOTAL VEHICLE & OPTIONS/OTHER	49,955.00
DESTINATION & DELIVERY	1,895.00
<b>TOTAL BEFORE DISCOUNTS</b>	<b>51,850.00</b>
XL DISCOUNT	- 750.00
STX APPEARANCE DISCT	- 750.00
XL STX WHEEL DISCOUNT	- 595.00
<b>TOTAL SAVINGS</b>	<b>- 2,095.00</b>

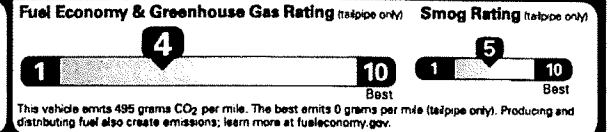
**EPA DOT Fuel Economy and Environment**



**Flexible-Fuel Vehicle Gasoline-Ethanol (E85)**

**You spend \$4,250 more in fuel costs over 5 years compared to the average new vehicle.**

**Annual fuel cost \$2,450**



Actual results will vary for many reasons, including driving conditions and how you drive and maintain your vehicle. The average new vehicle gets 24 MPG and costs \$8,000 to fuel over 5 years. Cost estimates are based on 15,000 miles per year at \$2.95 per gallon. This is a dual fueled automobile. MPGe is miles per gasoline gallon equivalent. Vehicle emissions are a significant cause of climate change and smog.

**fueleconomy.gov**

Calculate personalized estimates and compare vehicles



**GOVERNMENT 5-STAR SAFETY RATINGS**

**Overall Vehicle Score ★★★★★**  
Based on the combined ratings of frontal, side and rollover. Should ONLY be compared to other vehicles of similar size and weight.

**Frontal Crash** Driver ★★★★★ Passenger ★★★★★

**Side Crash** Front seat ★★★★★ Rear seat ★★★★★

**Rollover** ★★★★★

Star ratings range from 1 to 5 stars (★★★★★), with 5 being the highest. Source: National Highway Traffic Safety Administration (NHTSA). www.safercar.gov or 1-888-327-4236



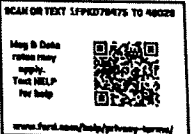
The FordPass® Connect modem is active and sending vehicle data (e.g., diagnostics) to Ford.™ See in-vehicle settings for connectivity options.

\*Based on 1977-2022 CY total sales. \*\*FordPass Connect (optional on select vehicles), the FordPass App and complimentary Connected Service are required for remote features (see FordPass Terms for details). Connected service and features depend on compatible AT&T network availability. Evolving technology/calculator networks/vehicle capability may limit functionality and prevent operation of connected features. Connected service excludes Wi-Fi hotspot.



Insist on Ford Protect! The only extended service plan fully backed by Ford and honored at every Ford dealership in the U.S., Canada and Mexico. See your Ford dealer or visit www.FordOwner.com.

**WARNING:** Operating, servicing and maintaining a passenger vehicle, pickup truck, van, or off-road vehicle can expose you to chemicals including engine exhaust, carbon monoxide, phthalates, and lead, which are known to the State of California to cause cancer and birth defects or other reproductive harm. To minimize exposure, avoid breathing exhaust, do not idle the engine except as necessary, service your vehicle in a well-ventilated area and wear gloves or wash your hands frequently when servicing your vehicle. For more information go to www.P65Warnings.ca.gov/passenger-vehicle.



RAMP ONE	CB26	CONVOY	TOTAL MSRP \$49,755.00
RAMP TWO	ITEM P: 56-2500 C/T 2		
<p>This label is affixed pursuant to the Federal Automobile Information Disclosure Act. Gasoline, License, and Title Fees, State and Local taxes are not included. Dealer installed options or accessories are not included unless listed above.</p>			<p>Whether you decide to lease or finance your vehicle, you'll find the choices that are right for you. See your dealer for details or visit <a href="http://www.ford.com/finance">www.ford.com/finance</a>.</p> <p>PB132 N RB 2X 335 001459 02 13 23</p>

2202302204672

**Bid Proposal**

**6/29/2023**

**Customer** San Juan County TJ [tadair@sanjuancounty.org](mailto:tadair@sanjuancounty.org)  
**Fleet Number** 435-459-6000  
**Year** 2023  
**Make** Ford  
**Model** F-150 EXT CAB  
STOCK# 223727

**Sale Price** \$45,196.52  
**Gas** \$0.00  
**RHINO** \$0.00  
**Sub Total** \$45,196.52  
**Document Fee** \$100.00  
**Sub Total** \$45,296.52  
**Sales Tax@6.4%** \$0.00  
**License & Reg** \$5.00  
**Total** **\$45,301.52**

**Labrum Ford**  
**901 S Main**  
**Heber, Ut 84032**  
**435-654-4910**  
**Danny Labrum**  
[danny@labrumford.com](mailto:danny@labrumford.com)

656 3304 [CERT] [CERT] [TRD] [RAMP] [BUMP] [CAMP] [BOOK] [EXFL] [ROTA]

1945/3868 1FTFX1E58 PKD77741 NB

VEHICLE DESCRIPTION



ford.com

**F-150**

2023 F-150 4X4 SUPERCAB  
145" WHEELBASE  
5.0L V8 ENGINE  
ELEC TEN-SPEED AUTO W/TOW M

**PK D77741**

EXTERIOR OXFORD WHITE  
INTERIOR BLACK SPORT CLOTH40/20/40

STANDARD EQUIPMENT INCLUDED AT NO EXTRA CHARGE

**EXTERIOR**

- DAYTIME RUNNING LAMPS
- EASY FUEL CAPLESS FILLER
- FULLY BOXED STEEL FRAME
- HALOGEN HEADLAMPS
- HEADLAMPS - AUTO HIGH BEAM
- HEADLAMPS - AUTOLAMP (ON/OFF)
- LOCKING REMOVABLE TAILGATE
- MANUAL FOLD POWER MIRRORS
- PICKUP BOX TIE DOWN HOOKS
- POWER TAILGATE LOCK
- TRAILER SWAY CONTROL
- WIPERS - INTERMITTENT

**INTERIOR**

- 4" PRODUCTIVITY SCREEN
- CRUISE CONTROL
- DOOR LOCKS - POWER
- DUAL SUNVISORS
- ILLUMINATED ENTRY
- MESSAGE CTRL OUTSIDE TEMP, COMPASS, TRIP COMPUTER
- POWERPOINTS - 12V
- TILT/TELESCOPE STR COLUMN

**FUNCTIONAL**

- AUTO HOLD
- CURVE CONTROL
- DYNAMIC HITCH ASSIST
- FAIL-SAFE COOLING SYSTEM
- FORDPASS CONNECT™ 4G HOTSPOT TELEMATICS MODEM
- HILL START ASSIST
- MYKEY®
- POST-COLLISION BRAKING
- PRE-COLLISION ASSIST W/AEB
- REVERSE SENSING AND REAR VIEW CAMERA
- SELECTSHIFT®
- SYNC4 W/8" SCREEN

**SAFETY/SECURITY**

- ADVANCETRAC™ WITH RSC®
- AIRBAGS - FRONT SEAT MOUNTED SIDE IMPACT
- AIRBAGS - SAFETY CANOPY®
- CTR HIGH MOUNT STOP LAMP
- PERIMETER ALARM
- SOS POST-CRASH ALERT SYS™
- TIRE PRESSURE MONIT SYS

**WARRANTY**

- 3YR/36,000 BUMPER / BUMPER
- 5YR/60,000 POWERTRAIN
- 5YR/60,000 ROADSIDE ASSIST
- 8YR/100,000 HYBRID BATTERY

INCLUDED ON THIS VEHICLE

(MSRP)

**EQUIPMENT GROUP 101A**  
• XL SERIES

**OPTIONAL EQUIPMENT/OTHER**

5.0L V8 ENGINE	2,335.00
275/60R20 BSW ALL-TERRAIN	NO CHARGE
5.31 ELECTRONIC LOCK FR AXLE	420.00
7080L QVWR PACKAGE	NO CHARGE
FRONT LICENSE PLATE BRACKET	NO CHARGE
STX APPEARANCE PACKAGE	2,585.00
• SYNC 4 W/ENHANCED VOICE RECOG	
• REAR WINDOW DEFROSTER	
• JBL® 8X4 W/ 800L	
• PRIVACY GLASS W/REAR DEFROSTE	
60 STATE EMISSIONS	NO CHARGE
AUTO START-STOP REMOVAL	50.00
CLASS IV TRAILER HITCH	315.00
FOG LAMPS	NO CHARGE
20" 6-SPOKE MAGNETIC PKT WHLS	1,225.00
EXTENDED RANGE 98GAL FUEL TANK	445.00
STX SPORT CLOTH 40/20/40	NO CHARGE
FLEX FUEL VEHICLE	NO CHARGE

**PRICE INFORMATION**

BASE PRICE	\$42,995.00
TOTAL OPTIONS/OTHER	7,275.00
TOTAL VEHICLE & OPTIONS/OTHER DESTINATION & DELIVERY	50,270.00
	1,895.00
<b>TOTAL BEFORE DISCOUNTS</b>	<b>52,165.00</b>
<b>XL DISCOUNT</b>	<b>- 750.00</b>
<b>STX APPEARANCE DISCT</b>	<b>- 750.00</b>
<b>XL STX WHEEL DISCOUNT</b>	<b>- 595.00</b>
<b>TOTAL SAVINGS</b>	<b>- 2,095.00</b>



**Fuel Economy and Environment**

**Fuel Economy**



**18** MPG

16

22

5.6

combined city/hwy city highway gallons per 100 miles

**Driving Range**

Gasoline 563 miles  
Ethanol (E85) 519 miles

Standard Pickup Trucks range from 12 to 70 MPG. The best vehicle rates 132 MPGe. Values are based on gasoline and do not reflect performance and ratings based on E85.



**Flexible-Fuel Vehicle Gasoline-Ethanol (E85)**

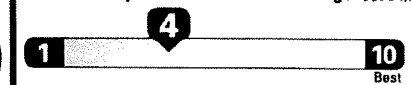
You spend **\$4,250**

more in fuel costs over 5 years compared to the average new vehicle.

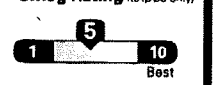
**Annual fuel cost**

**\$2,450**

**Fuel Economy & Greenhouse Gas Rating** (tailpipe only)



**Smog Rating** (tailpipe only)



This vehicle emits 495 grams CO<sub>2</sub> per mile. The best emits 0 grams per mile (tailpipe only). Producing and distributing fuel also create emissions; learn more at fueleconomy.gov.

Actual results will vary for many reasons, including driving conditions and how you drive and maintain your vehicle. The average new vehicle gets 28 MPG and costs \$8,000 to fuel over 5 years. Cost estimates are based on 15,000 miles per year at \$2.95 per gallon. This is a dual fueled automobile. MPGe is miles per gasoline gallon equivalent. Vehicle emissions are a significant cause of climate change and smog.

**fueleconomy.gov**

Calculate personalized estimates and compare vehicles



**GOVERNMENT 5-STAR SAFETY RATINGS**

**Overall Vehicle Score** ★★★★★

Based on the combined ratings of frontal, side and rollover. Should ONLY be compared to other vehicles of similar size and weight.

Frontal Crash	Driver	★★★★★
	Passenger	★★★★★

Based on the risk of injury in a frontal impact. Should ONLY be compared to other vehicles of similar size and weight.

Side Crash	Front seat	★★★★★
	Rear seat	★★★★★

Based on the risk of injury in a side impact.

**Rollover** ★★★★★

Based on the risk of rollover in a single-vehicle crash.

Star ratings range from 1 to 5 stars (★★★★★), with 5 being the highest.

Source: National Highway Traffic Safety Administration (NHTSA).

www.safercar.gov or 1-888-327-4236

1FTFX1E58PKD77741



The FordPass® Connect modem is active and sending vehicle data (e.g., diagnostics) to Ford. See In-vehicle settings for connectivity options.

\*Based on 1977-2022 CY total sales.  
\*\*FordPass Connect (optional on select vehicles), the FordPass App and complimentary Connected Service are required for remote features (see FordPass Terms for details). Connected service and features depend on compatible AT&T network availability. Evolving technology/cellular networks/vehicle capability may limit functionality and prevent operation of connected features. Connected service excludes Wi-Fi hotspot.



**FORD PROTECT®**  
Continued Service Plan

Insist on Ford Protect! The only extended service plan fully backed by Ford and honored at every Ford dealership in the U.S., Canada and Mexico. See your Ford dealer or visit www.FordOnline.com.

**WARNING:** Operating, servicing and maintaining a passenger vehicle, pickup truck, van, or off-road vehicle can expose you to chemicals including engine exhaust, carbon monoxide, phthalates, and lead, which are known to the State of California to cause cancer and birth defects or other reproductive harm. To minimize exposure, avoid breathing exhaust, do not idle the engine except as necessary, service your vehicle in a well-ventilated area and wear gloves or wash your hands frequently when servicing your vehicle. For more information go to www.P65Warnings.ca.gov/passenger-vehicle.



RAMP ONE	CB26	CONVOY	Whether you decide to lease or finance your vehicle, you'll find the choices that are right for you. See your dealer for details or visit www.ford.com/finance.	<b>TOTAL MSRP \$50,070.00</b>
RAMP TWO	ITEM #: 58-Z502 O/T 2			
This label is affixed pursuant to the Federal Automobile Information Disclosure Act. Gasoline, License, and Title Fees, State and Local taxes are not included. Dealer installed options or accessories are not included unless listed above.			PB142 N RB 2X 335 002729 02 14 23	

**Bid Proposal**

**6/29/2023**

**Customer** San Juan County TJ [tadair@sanjuancounty.org](mailto:tadair@sanjuancounty.org)  
**Fleet Number** 435-459-6000  
**Year** 2023  
**Make** Ford  
**Model** F-150 EXT CAB  
STOCK# 223742

**Sale Price** \$44,366.00  
**Gas** \$0.00  
**RHINO** \$0.00  
**Sub Total** \$44,366.00  
**Document Fee** \$100.00  
**Sub Total** \$44,466.00  
**Sales Tax@6.4%** \$0.00  
**License & Reg** \$5.00  
**Total** **\$44,471.00**

**Labrum Ford**  
**901 S Main**  
**Heber, Ut 84032**  
**435-654-4910**  
**Danny Labrum**  
[danny@labrumford.com](mailto:danny@labrumford.com)

VEHICLE DESCRIPTION

PK **D77361**



ford.com

**F-150**

2023 F-150 4X4 SUPERCAB  
145" WHEELBASE  
5.0L V8 ENGINE  
ELEC TEN-SPEED AUTO W/TOW M

EXTERIOR  
OXFORD WHITE  
INTERIOR  
BLACK SPORT CLOTH40/20/40

**STANDARD EQUIPMENT INCLUDED AT NO EXTRA CHARGE**

**EXTERIOR**

- DAYTIME RUNNING LAMPS
- EASY FUEL CAPLESS FILLER
- FULLY BOXED STEEL FRAME
- HALOGEN HEADLAMPS
- HEADLAMPS - AUTO HIGH BEAM
- HEADLAMPS - AUTOLAMP (ON/OFF)
- LOCKING REMOVABLE TAILGATE
- MANUAL FOLD POWER MIRRORS
- PICKUP BOX TIE DOWN HOOKS
- POWER TAILGATE LOCK
- TRAILER SWAY CONTROL
- WIPERS- INTERMITTENT

**INTERIOR**

- 4" PRODUCTIVITY SCREEN
- CRUISE CONTROL
- DOOR LOCKS - POWER
- DUAL SUNVISORS
- ILLUMINATED ENTRY
- MESSAGE CTR: OUTSIDE TEMP, COMPASS, TRIP COMPUTER
- POWERPOINTS - 12V
- TILT/TELESCOPE STR COLUMN

**FUNCTIONAL**

- AUTO HOLD
- CURVE CONTROL
- DYNAMIC HITCH ASSIST
- FAIL-SAFE COOLING SYSTEM
- FORDPASS CONNECT™ 4G HOTSPOT TELEMATICS MODEM
- HILL START ASSIST
- MYKEY®
- POST-COLLISION BRAKING
- PRE-COLLISION ASSIST W/AEB
- REVERSE SENSING AND REAR VIEW CAMERA
- SELECTSHIFT®
- SYNC®4 W/8" SCREEN

**SAFETY/SECURITY**

- ADVANCETRAC™ WITH RSC®
- AIRBAGS - FRONT SEAT MOUNTED SIDE IMPACT
- AIRBAGS - SAFETY CANOPY®
- CTR HIGH MOUNT STOP LAMP
- PERIMETER ALARM
- SOS POST-CRASH ALERT SYS™
- TIRE PRESSURE MONIT SYS

**WARRANTY**

- 3YR/36,000 BUMPER / BUMPER
- 6YR/60,000 POWERTRAIN
- 5YR/60,000 ROADSIDE ASSIST
- 8YR/100,000 HYBRID BATTERY

**INCLUDED ON THIS VEHICLE**

(MSRP)

**EQUIPMENT GROUP 101A**

•XL SERIES

**OPTIONAL EQUIPMENT/OTHER**

- 5.0L V8 ENGINE 2,335.00
- 276/60R20 BSW ALL-TERRAIN NO CHARGE
- 3.31 RATIO REGULAR AXLE NO CHARGE
- 70504 GVWR PACKAGE
- FRONT LICENSE PLATE BRACKET NO CHARGE
- STX APPEARANCE PACKAGE 2,585.00
- .SYNC 4 W/ENHANCED VOICE RECOG
- .REAR-WINDOW DEFROSTER
- .SIRIUS XM W/360L
- .PRIVACY GLASS W/REAR DEFROSTE
- 60 STATE EMISSIONS NO CHARGE
- AUTO START-STOP REMOVAL - 50.00
- CLASS IV TRAILER HITCH 315.00
- FOG LAMPS NO CHARGE
- 20" 6-SPOKE MAGNETIC PKT WHLS 1,225.00
- STX SPORT CLOTH 40/20/40 NO CHARGE
- FLEX FUEL VEHICLE

**PRICE INFORMATION**

BASE PRICE \$42,895.00  
TOTAL OPTIONS/OTHER 6,410.00

TOTAL VEHICLE & OPTIONS/OTHER 49,405.00  
DESTINATION & DELIVERY 1,895.00

**TOTAL BEFORE DISCOUNTS 51,300.00**  
**XL DISCOUNT - 750.00**  
**STX APPEARANCE DISCT - 750.00**  
**XL STX WHEEL DISCOUNT - 595.00**  
**TOTAL SAVINGS - 2,095.00**

(MSRP)

EPA DOT

**Fuel Economy and Environment**



**Fuel Economy**  
**18** MPG  
combined city/hwy

16 city 22 highway 5.6 gallons per 100 miles

Standard Pickup Trucks range from 12 to 70 MPG. The best vehicle rates 132 MPG. Values are based on gasoline and do not reflect performance and ratings based on E85.

E85

**Flexible-Fuel Vehicle Gasoline-Ethanol (E85)**

**You spend \$4,250**

**more in fuel costs over 5 years** compared to the average new vehicle.

**Driving Range**

Gasoline: 430 miles  
Ethanol (E85): 335 miles

**Annual fuel cost \$2,450**

**Fuel Economy & Greenhouse Gas Rating (tailpipe only)** **Smog Rating (tailpipe only)**



This vehicle emits 495 grams CO2 per mile. The best emits 0 grams per mile (tailpipe only). Producing and distributing fuel also create emissions; learn more at fueleconomy.gov.

Actual results will vary for many reasons, including driving conditions and how you drive and maintain your vehicle. The average new vehicle gets 28 MPG and costs \$8,000 to fuel over 5 years. Cost estimates are based on 15,000 miles per year at \$2.95 per gallon. This is a dual fueled automobile. MPG is miles per gasoline gallon equivalent. Vehicle emissions are a significant cause of climate change and smog.

**fueleconomy.gov**

Calculate personalized estimates and compare vehicles



**GOVERNMENT 5-STAR SAFETY RATINGS**

**Overall Vehicle Score ★★★★★**

Based on the combined ratings of frontal, side and rollover. Should ONLY be compared to other vehicles of similar size and weight.

**Frontal Crash** Driver ★★★★★ Passenger ★★★★★

Based on the risk of injury in a frontal impact. Should ONLY be compared to other vehicles of similar size and weight.

**Side Crash** Front seat ★★★★★ Rear seat ★★★★★

Based on the risk of injury in a side impact.

**Rollover** ★★★★★

Based on the risk of rollover in a single-vehicle crash.

Star ratings range from 1 to 5 stars (★★★★★), with 5 being the highest.

Source: National Highway Traffic Safety Administration (NHTSA).

www.safercar.gov or 1-888-327-4236



The FordPass® Connect modem is active and sending vehicle data (e.g., diagnostics) to Ford.™ See in-vehicle settings for connectivity options.

\*Based on 1977-2022 CY total sales. \*\*FordPass Connect (optional on select vehicles), the FordPass App and complimentary Connected Service are required for remote features (see FordPass Terms for details). Connected service and features depend on compatible AT&T network availability. Evolving technology/cellular networks/vehicle capability may limit functionality and prevent operation of connected features. Connected service excludes Wi-Fi hotspot.



Insist on Ford Protect! The only extended service plan fully backed by Ford and honored at every Ford dealership in the U.S., Canada and Mexico. See your Ford dealer or visit www.FordOwner.com.

SCAN OR TEXT 3FF9D77361 TO #6029



www.ford.com/help/fordprotect

	RAMP ONE		<b>TOTAL MSRP \$49,205.00</b>
	CB26		
	RAMP TWO	CONVOY	
		ITEM #: 56-Z501 O/T 2	
This label is affixed pursuant to the Federal Automobile Information Disclosure Act. Gasoline, License, and Title Fees, State and Local taxes are not included. Dealer installed options or accessories are not included unless listed above.			PB202 N RB 2X 335 000648 02 20 23

Whether you decide to lease or finance your vehicle, you'll find the choices that are right for you. See your dealer for details or visit [www.ford.com/finance](http://www.ford.com/finance).



**WARNING:** Operating, servicing and maintaining a passenger vehicle, pickup truck, van, or off-road vehicle can expose you to chemicals including engine exhaust, carbon monoxide, phthalates, and lead, which are known to the State of California to cause cancer and birth defects or other reproductive harm. To minimize exposure, avoid breathing exhaust, do not idle the engine except as necessary, service your vehicle in a well-ventilated area and wear gloves or wash your hands frequently when servicing your vehicle. For more information go to [www.P65Warnings.ca.gov/passenger-vehicle](http://www.P65Warnings.ca.gov/passenger-vehicle).



Alvarado, Monica <malvarado@sanjuancounty.org>

---

## Fwd: Trucks

1 message

---

**Todd Adair** <tadair@sanjuancounty.org>  
To: Monica Alvarado <malvarado@sanjuancounty.org>

Thu, Jul 6, 2023 at 8:42 AM

Sent from my iPhone

Begin forwarded message:

To: Todd

Please see attached for vehicle orders. We are expecting a 4-5 month lead time when ordered. The order bank is still closed and We are also expecting a 6-8% price increase when it opens.

I am still looking to see if there might be anything I can find on the ground.

Yes sir I can get to working on the F250 quotes for you. The F150s might be a little bit harder to achieve since the order banks are now closed and inventory is tight. I will still see what I can do.


Thanks,


-Rob

Robert, I am looking for a quote on a f250 reg cab and ex cab and f150 reg cab and ex cab. Both gas XL models. Thanks

---

### 2 attachments

 quote ID 37924136.84.pdf  
166K

 quote ID 37924142.84.pdf  
166K

Quote ID 37924142.84



**Quote Ken Garff Ford MA3792**

Quoted by: Robert Morgan

2023 Ford F-250	CODES	COST
Extended Cab 4x4 164" WB 8' Bed	X2B	\$47,755.00
EQUIPMENT GROUP	600A	\$0.00
Oxford White Paint	Z1	NC
Gray Cloth Seats 40/20/40	1S	\$91.00
6.8L V8 Gas Engine	99A	NC
10-Speed Auto Transmission	44F	NC
LT245 BSW AT 17" Tires	TBM	\$150.00
3.73 Regular Axle	X37	NC
Cruise Control	525	NC
Power Equipment Group	90L	NC
50 State Emissions	425	\$205.00
XL Chrome Package	96V	NC
Fog Lamps	96V	NC
Boxlink	96V	NC
<b>STATE CONTRACT COST</b>		<b>\$48,201.00</b>

A temporary permit may be issued if required for an additional charge of \$56.60 (That is our cost to clear the temp through the tax commision)

If the end user requires EX or Undercover Plates. Please provide the information below.

FIEN- \_\_\_\_\_  
 FLEET NUMBER \_\_\_\_\_  
 UNIT NUMBER \_\_\_\_\_

Customer \_\_\_\_\_  
 Date \_\_\_\_\_

Quote ID 37924136.84



**Quote Ken Garff Ford MA3792**

Quoted by: Robert Morgan

2023 Ford F-250	CODES	COST
Regular Cab 4x4 142" WB 8' Bed	F2B	\$45,452.00
XL EQUIPMENT GROUP	600A	NC
Oxford White Paint	Z1	NC
Gray Cloth Seats 40/20/40	1S	\$91.00
6.8L V8 Gas Engine	99A	NC
10-Speed Auto Transmission	44F	NC
LT245 BSW AT 17" Tires	TBM	\$150.00
3.73 Regular Axle	X37	NC
Cruise Control	525	NC
Power Equipment Group	90L	NC
50 State Emissions	425	NC
XL Chrome Package	96V	\$205.00
Fog Lamps	96V	NC
Boxlink	96V	NC
<b>STATE CONTRACT COST</b>		<b>\$45,898.00</b>

A temporary permit may be issued if required for an additional charge of \$56.60 (That is our cost to clear the temp through the tax commision)

If the end user requires EX or Undercover Plates. Please provide the information below.

FIEN- \_\_\_\_\_  
 FLEET NUMBER \_\_\_\_\_  
 UNIT NUMBER \_\_\_\_\_

Customer \_\_\_\_\_  
 Date \_\_\_\_\_



**COOPERATIVE AGREEMENT**  
**Providing for Consolidated Dispatch Service in San Juan County**

THIS AGREEMENT is made and entered into effective as of the 1st day of June 2023, pursuant to the Interlocal Cooperation Act found in Title 11, Chapter 13 of the Utah Code, by and between San Juan County, Blanding City, Navajo Nation Health Services, National Park Service (hereinafter referred to as "Participating Entities") and the Utah Department of Public Safety, Communications Bureau, (hereinafter referred to as "DPS") (the Participating Entities and DPS are sometimes referred to collectively as the "Parties" and either may be referred to individually as a "Party," all as governed by the context in which such words are used) all being public agencies of the State of Utah as defined by the Interlocal Cooperation Act.

**RECITALS**

The parties desire to enter into this cooperative Agreement for the purpose of coordinating dispatch and communications services within the San Juan County area and without regard to territorial boundaries, which shall benefit all of the citizens of those agencies participating;

The parties have decided that consolidated emergency communications services are needed by each of the Parties, and that it is mutually advantageous to each Party to enter into this Agreement;

It is anticipated that the services provided shall be paid by the Parties on a cost basis as set forth in this Agreement, and the respective governing bodies of each Party have determined and agreed that said costs are reasonable, fair, and adequate for such services; and

The governing bodies of the Parties have executed appropriate resolutions authorizing the execution of this Agreement.

**AGREEMENT**

THEREFORE, in compliance with and pursuant to the terms and provisions of Title 69, Chapter 2 of the Utah Code and the Interlocal Co-operation Act, the parties do hereby contract and agree as follows:

1. Joint Cooperation Agreement. It is not the intent of this Agreement to create a new entity or agency, but rather to provide for dispatch and communications services through joint and cooperative agreements.
2. Price Communications Center. Emergency communications and dispatch services shall be the responsibility of the Price Communications Center, hereinafter referred to as "Price Communications Center," located in the State Building at 940 South Carbon Avenue, Price, Utah 84501.

### Cooperative Agreement - Providing for Consolidated Dispatch Service in San Juan County

- a. Price Communications Center shall provide emergency communications and dispatch services for public safety functions (i.e. Sheriff's Offices, Police Departments, Utah Highway Patrol, Emergency Medical Services, Fire Departments, and other federal, state and local agencies operating on public safety-licensed frequencies); serve as the public safety answering point (PSAP) for 9-1-1 communications; and provide other such emergency dispatch services as authorized and agreed upon by the Board, as established under paragraph five (5) of this Agreement.
- b. Continuous dispatch operations that will be available twenty-four (24) hours a day, seven (7) days a week, to answer all requests for emergency assistance from the public and to provide communications and dispatch services for public safety agencies, and to dispatch the appropriate agency and/or personnel.
3. Administration. The Communications Bureau Director for DPS shall act as the Price Communications Center administrator. Said administrator shall report regularly to and cooperate with the Board as set forth herein.
4. Personnel, Supplies and Equipment. DPS shall furnish and supply the personnel, supervision, equipment, and supplies necessary to operate the communications center at the level of service recommended by the Board. The dispatch and supervisory personnel necessary to provide the communications services to be rendered under the terms of this Agreement shall be appointed pursuant to rules of selection and hiring in accordance with State of Utah, Human Resource Management Rules. DPS shall be responsible for payment of salaries, wages, and benefits to personnel employed by the Price Communications Center.
5. Advisory Board.
  - a. An Advisory Board, hereinafter referred to as "Board," is hereby created and shall serve in an advisory capacity to the administrator of the Price Communications Center. The Board shall be comprised of voting and non-voting members.
  - b. The voting members of the Board shall be the following:
    - i. Communications Bureau Director for DPS, or representative;
    - ii. San Juan County Commissioner, or representative;
    - iii. A representative from the National Park Service;
    - iv. A representative from the Utah Navajo Health System; and
    - v. Mayor of Blanding City, or representative.
  - c. The non-voting members of the Board shall be the following:
    - i. Utah Highway Patrol Section Lieutenant, or representative;
    - ii. Director of San Juan County Emergency Medical Services (EMS), or representative; and



**Cooperative Agreement - Providing for Consolidated Dispatch Service in San Juan County**

- iii. Fire Chief from San Juan County, or representative.
  - d. Each appointment to the Board shall be by the governing body of each entity, shall serve at the pleasure of that governing body, and may only be removed by the governing body he or she represents.
  - e. Board members shall be appointed for two-year terms.
- 6. Organization and Function of Board. Board members shall meet at least annually and elect by motion a chairman and vice-chairman from their own membership. The Board shall establish policies and procedures regulating its meetings, comply with the requirements of the Open and Public Meetings Act found in Title 52, Chapter 4, of the Utah Code, and comply with other applicable provisions of law. The Chairman shall give reasonable notice to all Board members of the time and place of each meeting.
- 7. Board Responsibility. The Board is vested with the responsibility and duty to establish and recommend the following to the administrator with respect to the Price Communications Center:
  - f. Policies and procedures under which the Price Communications Center shall be operated;
  - g. Equipment necessary to properly carry out the functions of the Price Communications Center;
  - h. Proposed budget for the Price Communications Center each fiscal year;
  - i. Fees and costs for contracted services; and
  - j. Other business as it deems necessary or prudent to further the purpose of this Agreement.
- 8. Quorum. At any meeting of the Board, five (5) Board members with voting power shall constitute a quorum necessary to conduct the business of the Price Communications Center, and no action shall be taken at any Board meeting unless a quorum is present.
- 9. Voting. The affirmative vote of at least five (5) voting members of the Board shall be required to carry any issue or motion, and each Board member designated as a voting member in Section 5.b of this agreement shall have one (1) vote on any matter presented to the Board for decision.
- 10. Board Compensation. Board members shall serve without compensation from the Price Communications Center. Any compensation received shall be provided by the entity the Board member represents.
- 11. Capital Expenditures. Capital expenditures in excess of five-thousand dollars (\$5,000) shall be approved by the Board by majority vote prior to being included in the budget and follow the Utah State Division of Finance and Utah State Division of Purchasing policies and procedures.

**Cooperative Agreement - Providing for Consolidated Dispatch Service in San Juan County**

12. Fiscal Year. The fiscal year for the Price Communications Center shall be July 1st through June 30th of the following calendar year.
13. Budget and Payment Schedule. The administrator of the Price Communications Center shall present a recommended annual budget for the Price Communications Center to the Board, which shall be approved by the Board. Adequate funding for the Communications Center in accordance with the approved budget and any authorized increases thereto shall be provided by the parties to this Agreement.
14. Fees for Dispatch Service. The cost allocation formula described in Exhibit A to this Agreement will be used to determine the fees for the services provided by the Price Communications Center. At the time of the adoption of the budget, any allocation of costs over and beyond the fees for services will be agreed upon by the Board and the administrator of the Price Communications Center will provide in writing the amount to the governing body of each Participating Entity. This Exhibit may be amended from time to time as the cost allocation formula is updated and the Parties have access to more recent data.
15. Payment of Fees. Payment of fees for service shall be paid to the Financial Officer for the Communications Bureau of the State of Utah, Department of Public Safety, 2060 South 2760 West, Salt Lake City, Utah, 84104, or such other place as may be designated in writing by DPS.
16. Budgeting and Appropriation. Each Participating Entity agrees that it shall, annually, at the time of preparation of its budget, submit to its governing body for inclusion in its budget, the estimated annual payment due from the entity pursuant to this Agreement. In no event shall the payment become an obligation against the Participating Entity such that the entity may be required to levy a tax to satisfy the payment. Notwithstanding anything else set forth herein, the obligations for payment hereunder shall not be construed, interpreted, or enforced in such a way as to constitute a lending of credit by a public entity, or creation of a debt in violation of the limitations imposed by the constitution of the State of Utah or any applicable statutes. Each Participating Entity and each contracting entity's payment of its annual assessment and fees shall entitle that entity to utilize and receive the benefits of the services of the Price Communications Center. Failure to pay fees for service may result in the termination of services by the Price Communications Center to that entity or agency.
17. Liability for payment of salaries. Participating Entities shall have no liability for the direct payment of salaries, wages, and other compensation to personnel performing services for Participating Entities, nor shall Participating Entities assume liability whatsoever other than provided for in this Agreement.
18. Dispatch Facilities. The physical facilities utilized to provide the dispatch and communications services shall be provided by DPS and be maintained and operated by DPS.



**Cooperative Agreement - Providing for Consolidated Dispatch Service in San Juan County**

19. Assets. Title and ownership of assets purchased by DPS or the Price Communications Center shall, unless otherwise agreed by the parties, remain the property of DPS, with the costs billed to the Price Communications Center's budget.
20. Installation of Dispatch Equipment. Installation, maintenance, repair, and changes of all equipment, radios, facilities, and grounds necessary to carry out dispatch functions shall be the responsibility of DPS.
21. 9-1-1 Funds. Price Communications Center shall maintain a separate emergency telecommunications service fund for the distribution of 9-1-1 funds received from the Utah State Tax Commission. The 9-1-1 fund shall be used in establishing, installing, maintaining, and operating a 9-1-1 emergency communications center in accordance with Utah Code Ann. § 69-2-301(2).
22. CAD System. Participating Entities shall be responsible for the costs associated with the annual license, maintenance fees, support fees, and fees associated with the service, repair, or replacement of equipment, to include hardware and software, for the Spillman CAD system. The Intellichoice eFORCE CAD system is part of the Participating Entities' local area network and records management system.
23. Records Ownership. The Parties acknowledge that the Price Communications Center will need to access, create, and retain various records in order to operate, including but not limited to call logs, call recordings, and dispatch logs. The Parties agree and acknowledge that these records may remain in the possession of the Price Communications Center and may be used and shared by the Parties as appropriate, but that for purposes of Title 63G, Chapter 2 of the Utah Code, the Government Records Access and Management Act (GRAMA), all such records are deemed the records of the Party with principal jurisdiction over the subject of the record, and the Party with principal jurisdiction over the subject of the record shall have the obligation to comply with GRAMA requests for such records. To the extent that any other Party shall have access to such records through the operation of the Price Communications Center, this access is deemed access pursuant to the government sharing provisions of Utah Code Ann. § 63G-2-206.
24. Independent Contractor. DPS acts as an independent contractor for the purpose of fulfilling its obligations under this Agreement. No Participating Entity shall be directly liable for or responsible for any costs or expenses of the operation and maintenance of the Price Communications Center, including personnel costs, except as assessed for membership or fees for service as set forth in this Agreement.
25. Indemnification. All parties to this Agreement are governmental entities as defined in the Utah Governmental Immunity Act found in Title 63G, Chapter 7 of the Utah Code. Nothing in this Agreement shall be construed as a waiver by either or both parties of any rights, limits, protections or defenses provided by the act. Nor shall this Agreement be construed, with respect to third parties, as a waiver of any governmental immunity to which a party to this Agreement is otherwise entitled. Subject to the act, each party will be responsible for its own actions and will defend any lawsuit brought against it and pay

**Cooperative Agreement - Providing for Consolidated Dispatch Service in San Juan County**

any damages awarded against it.

26. Amendments to Agreement. Any change or amendment to this Agreement shall be approved by the governing bodies of each of the Participating Entities prior to the change or amendment becoming effective. This Agreement shall constitute the entire agreement among the Parties as to the subject matter of this agreement.
27. Governing Laws. This Agreement shall be governed and interpreted pursuant to the laws of the State of Utah.
28. Interpretation of Agreement. Terms of this Agreement shall be interpreted to conform to the overall intent and purpose of this Agreement. The invalidity of any portion of this Agreement shall not prevent the remainder from being carried into effect, unless doing so would violate the intent and spirit of this Agreement. The paragraph and section headings in this Agreement are for convenience of reference only and do not constitute a part of the Agreement.
29. Effective Date. This amended agreement shall become effective immediately upon approval and execution by the governing body of each of the entities in accordance with the Interlocal Cooperation Act.
30. Term of Agreement. This Agreement shall continue in effect, unless terminated as set forth herein, for a period of four (4) years, commencing on June 1, 2023, at 12:01 a.m. and continuing through June 30, 2027, at 11:59 p.m.
31. Termination of Agreement. This Agreement shall be in effect for the period set forth herein unless this Agreement is terminated by the affirmative vote of two-thirds (2/3) of the Board members. Such termination shall not take effect, unless otherwise unanimously agreed, for a period of twelve (12) months after said termination vote.
32. Withdrawal of Party. Any Participating Entity may withdraw from this Agreement at the end of the fiscal year in progress by giving the other parties written notice, and by paying their pro rata share of any unpaid costs. Said written notice shall be given at least six (6) months prior to the end of the fiscal year and will be effective for the following fiscal year.
33. Documents on File. Executed copies of this Agreement shall be placed on file in the office of the Keeper of the Records of each of the parties and shall remain on file for public inspection during the term of this Agreement.
34. Authorization. The individuals signing this Agreement on behalf of the parties confirm that they are the duly authorized representatives of the parties and are lawfully enabled to sign this Agreement on behalf of the parties.

**Cooperative Agreement - Providing for Consolidated Dispatch Service in San Juan County**

IN WITNESS WHEREOF, the hands of the parties are set below:

UTAH DEPARTMENT OF PUBLIC SAFETY

APPROVED AS TO FORM

BY: \_\_\_\_\_  
Jess L. Anderson  
Commissioner

BY: \_\_\_\_\_  
Marcus R. Yockey  
Assistant Attorney General

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_

SAN JUAN COUNTY COMMISSION

APPROVED AS TO FORM

BY: \_\_\_\_\_  
Chairman

BY: \_\_\_\_\_  
San Juan County Attorney

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_

BLANDING CITY

APPROVED AS TO FORM

BY: \_\_\_\_\_  
Mayor

BY: \_\_\_\_\_  
Blanding City Attorney

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_

NAVAJO NATION HEALTH

APPROVED AS TO FORM

SERVICES

BY: \_\_\_\_\_

Director

DATE: \_\_\_\_\_

BY: \_\_\_\_\_

Attorney

DATE: \_\_\_\_\_

NATIONAL PARK SERVICES

APPROVED AS TO FORM

BY: \_\_\_\_\_

Director

DATE: \_\_\_\_\_

BY: \_\_\_\_\_

Attorney

DATE: \_\_\_\_\_



**EXHIBIT A****DPS Price Communications Center  
Cost Allocation Formula****Base Split**

DPS and Price Consolidation will divide increases in personnel expenses (salaries/benefits) at a 60/40 split, with DPS responsible for 60% of any increase and Price Consolidation responsible for the remaining 40% of any increase. Budgetary or operational increases will be divided at a 50/50 split between DPS and Price Consolidation.

**User Agencies**

User Agencies include San Juan County, Blanding City, National Parks, and Utah Navajo Health Services share of budgetary cost increases will be determined by an Agency Usage Formula based on the prior year's total calls for service.

**First Year**

The cost allocation for any entity's first year as a Participating Entity will be determined by the sum of: (1) the one-time costs needed to add the capability to provide services to the new Participating Entity; and (2) a share of any marginal costs to provide services based on an estimate of the new Participating Entity's share of total calls for service.

# SINGLE EVENT PERMIT

## Local Consent

**PURPOSE:** Local business licensing authority provides written consent to the Alcoholic Beverage Control Commission to issue an event permit to an organization for the purposes of storage, sale, offer for sale, furnish, or allow the consumption of an alcoholic product on the event premises. **Authority:** Utah Code 32B-9-201

\_\_\_\_\_,  City  Town  County  
Local business license authority

hereby grants its consent to the issuance of a temporary single event permit license to:

Applicant Entity/Organization: Glamping Canyonlands

Event Name: Solar Eclipse Glamping Weekend

Event location address: 66 West UT-22 Monticello, UT 84535  
Street city state zip

On the 13 + 14<sup>th</sup> day(s) of October, 2023  
dates month year

during the hours of 5pm - 11pm (13<sup>th</sup>) + 5pm - 10pm (14<sup>th</sup>), pursuant to the provision of Utah Code 32B 9 for  
define hours from and to

the sale of (Check all that apply):  Beer  Heavy Beer  Wine  Flavored Malt Beverages  Liquor

We are recommending this entity as conducting a civic or community enterprise\*  Yes  No  
 NOT providing a recommendation

**\*As Part of local consent required by 32B-9-201 (1) (c), the locality may provide a recommendation as to whether the entity is conducting a civic or community enterprise.** A civic or community enterprise means a function that is in the nature of a temporary special event such as a social, business, religious, political, governmental, educational, recreational, cultural, charitable, athletic, theatrical, scholastic, artistic, or scientific event. A "civic or community enterprise" generally is a gathering that brings members of a community together for the common good. Single event permits may not be issued to or obtained by an entity or organization for the purpose of avoiding or attempting to avoid the requirement of state retail alcohol licensing.

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Name/Title

\_\_\_\_\_  
Date

301 S. Main Street  
Blanding, UT 84511

**TAX DEED**

San Juan County, a body corporate and political of the State of Utah, grantor, hereby conveys to

**Blue Mountain Holdings Enterprises**, grantee, of 301 S Main St, Blanding, UT 84511 the following described real estate in San Juan County, Utah:

Parcel# 32S23E242402      Legal Description: SEC 24 T32S R23E: BEG AT THE NW COR OF SEC 24, RNG TH S 850 FT M/L T THE PT WH THE W BDRY OF SAID SEC 24 INTERSECTS THE W BDRY OF HW/RW 163, TH NE'LY ALONG AND ADJACENT TO SAID HW/RW TO WHERE IT INTERSECTS THE N BDRY OF SEC 24, TH W 275 FT M/L TO POB. (5.46 AC M/L) 32S23E242402

This conveyance is made in consideration of payment by the grantee in the sum of \$8,942.40 for delinquent taxes, penalties, interest and administrative charges constituting a charge against said real estate, for nonpayment of general taxes assessed against it for the years: 2017, 2018, 2019, 2020, 2021, and 2022.

Dated this 26<sup>th</sup> Day of June, 2023

By: \_\_\_\_\_  
Lyman W. Duncan  
Clerk / Auditor

STATE OF UTAH    )  
  : ss.  
San Juan County    )

On the 26<sup>th</sup> Day of June, 2023, personally appeared before me, Lyman W. Duncan - San Juan County Clerk/Auditor, signer of the foregoing instrument who duly acknowledged to me that he executed the same on behalf of San Juan County.

Notary Public  
Residing at Monticello, Utah

My commission expires: \_\_\_\_\_

525 S. Main Street  
Monticello, UT 84535

**TAX DEED**

San Juan County, a body corporate and political of the State of Utah, grantor, hereby conveys to

**Isaac Vigil Jr**, grantee, of **525 S Main Street, Monticello, UT 84535** the following described real estate in San Juan County, Utah:

Parcel# A33230367802      Legal Description: SEC 36 T33S R23E: BEG AT A PT WHICH IS E 25.25 FT FROM THE SW COR OF LOT 2, BLOCK 3, MONTICELLO TOWNSITE, RATH SURVEY, AND RNG TH E 200.50 FT, TH S 81.00 FT, TH W 75.31 FT, TH S 18.02 FT, TH W 107.10 FT, TH N 13°38' W ALONG THE HW/RW 7.70 FT, TH E 48.25 FT, TH N 25.00 FT, TH W 53.50 FT, TH N 9°29' W ALONG HW/RW 67.40 FT TO POB. (LESS): BEG AT A PT 43.395 FT E AND 99.02 FT S OF THE SW COR OF LOT 2, BLOCK 3, MONTICELLO TOWNSITE SURVEY, TH NW' LY 7.7 FT ALONG THE STATE H/W TO THE SW COR OF THE PROPERTY NOW OWNED BY THE GRANTEES, THEN E 48.25 FT, TH N 7.7 FT, M/L TO THE N BNDY OF THE PROPERTY NOW OWNED BY THE GRANTEES, TH W 48.25 FT, M/L, TO THE POB. (.38 AC M/L) A33230367802

This conveyance is made in consideration of payment by the grantee in the sum of \$2,187 for delinquent taxes, penalties, interest and administrative charges constituting a charge against said real estate, for nonpayment of general taxes assessed against it for the years 2017, 2018, 2019, 2020, 2021, and 2022.

Dated this 26<sup>th</sup> Day of June, 2023.

By \_\_\_\_\_  
Lyman W. Duncan  
Clerk / Auditor

STATE OF UTAH    )

: ss.

San Juan County    )

On the 26<sup>th</sup> Day of June, 2023, personally appeared before me, Lyman W. Duncan - San Juan County Clerk/Auditor, signer of the foregoing instrument who duly acknowledged to me that he executed the same on behalf of San Juan County.

Notary Public  
Residing at Monticello, Utah

My commission expires: \_\_\_\_\_

<b>Utah State Tax Commission - Property Tax Division</b> <b>Resolution Adopting Final Tax Rates and Budgets</b>	<b>Form PT-800</b> Rev. 02/15
--	----------------------------------

**County: SAN JUAN**

**Tax Year: 2023**

It is hereby resolved that the governing body of:

**SAN JUAN**

approves the following property tax rate(s) and revenue(s) for the year: **2023**

1. Fund/Budget Type	2. Revenue	3. Tax Rate
10 General Operations	2,078,500	0.002119
30 Library	419,820	0.000428
50 Tort Liability	69,643	0.000071
540 Health	143,210	0.000146
<b>\$2,711,173</b>		<b>0.002764</b>

This resolution is adopted after proper notice and hearing in accordance with UCA 59-2-919 and shall be forwarded to the County Auditor and the Tax Commission in accordance with UCA 59-2-913 and 59-2-920.

**Signature of Governing Chair**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_



<b>Utah State Tax Commission - Property Tax Division</b> <b>Resolution Adopting Final Tax Rates and Budgets</b>	<b>Form PT-800</b> Rev. 02/15
--	----------------------------------

County: **SAN JUAN**

Tax Year: **2023**

It is hereby resolved that the governing body of:

**MULTICOUNTY ASSESSING & COLLECTING**

approves the following property tax rate(s) and revenue(s) for the year: **2023**

1. Fund/Budget Type	2. Revenue	3. Tax Rate
950 Multicounty Assessing & Collecting	14,759	0.000015
	<b>\$14,759</b>	<b>0.000015</b>

This resolution is adopted after proper notice and hearing in accordance with UCA 59-2-919 and shall be forwarded to the County Auditor and the Tax Commission in accordance with UCA 59-2-913 and 59-2-920.

**Signature of Governing Chair**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_

<b>Utah State Tax Commission - Property Tax Division</b> <b>Resolution Adopting Final Tax Rates and Budgets</b>	<b>Form PT-800</b> Rev. 02/15
--	----------------------------------

**County: SAN JUAN**

**Tax Year: 2023**

It is hereby resolved that the governing body of:

**COUNTY ASSESSING & COLLECTING**

approves the following property tax rate(s) and revenue(s) for the year: **2023**

1. Fund/Budget Type	2. Revenue	3. Tax Rate
955 County Assessing & Collecting	427,035	0.000434
	<b>\$427,035</b>	<b>0.000434</b>

This resolution is adopted after proper notice and hearing in accordance with UCA 59-2-919 and shall be forwarded to the County Auditor and the Tax Commission in accordance with UCA 59-2-913 and 59-2-920.

**Signature of Governing Chair**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_

<b>Utah State Tax Commission - Property Tax Division</b> <b>Resolution Adopting Final Tax Rates and Budgets</b>	<b>Form PT-800</b> Rev. 02/15
--	----------------------------------

**County: SAN JUAN**

**Tax Year: 2023**

It is hereby resolved that the governing body of:

**SAN JUAN COUNTY SCHOOL DISTRICT**

approves the following property tax rate(s) and revenue(s) for the year: **2023**

1. Fund/Budget Type	2. Revenue	3. Tax Rate
190 Discharge of Judgement		
210 Basic School Levy	1,240,334	0.001406
246 Capital Local Levy	2,646,517	0.003000
510 Voted Local Levy	1,411,476	0.001600
526 Board Local Levy .002500	684,566	0.000776
527 Charter School Levy	5,293	0.000006
	<b>\$5,988,186</b>	<b>0.006788</b>

This resolution is adopted after proper notice and hearing in accordance with UCA 59-2-919 and shall be forwarded to the County Auditor and the Tax Commission in accordance with UCA 59-2-913 and 59-2-920.

**Signature of Governing Chair**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_



<b>Utah State Tax Commission - Property Tax Division</b> <b>Resolution Adopting Final Tax Rates and Budgets</b>	<b>Form PT-800</b> Rev. 02/15
--	----------------------------------

County: **SAN JUAN**

Tax Year: **2023**

It is hereby resolved that the governing body of:

**GRAND COUNTY SCHOOL DISTRICT IN SAN JUAN COUNTY**

approves the following property tax rate(s) and revenue(s) for the year: **2023**

1. Fund/Budget Type	2. Revenue	3. Tax Rate
190 Discharge of Judgement		
210 Basic School Levy	142,475	0.001406
230 GO Bond Payments	80,634	0.000796
235 Equalized debt		
246 Capital Local Levy	137,611	0.001358
510 Voted Local Levy	101,334	0.001000
526 Board Local Levy .002500	173,686	0.001714
527 Charter School Levy	4,155	0.000041
	<b>\$639,895</b>	<b>0.006315</b>

This resolution is adopted after proper notice and hearing in accordance with UCA 59-2-919 and shall be forwarded to the County Auditor and the Tax Commission in accordance with UCA 59-2-913 and 59-2-920.

**Signature of Governing Chair**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_

<b>Utah State Tax Commission - Property Tax Division</b> <b>Resolution Adopting Final Tax Rates and Budgets</b>	<b>Form PT-800</b> Rev. 02/15
--	----------------------------------

**County: SAN JUAN**

**Tax Year: 2023**

It is hereby resolved that the governing body of:

**BLANDING CITY**

approves the following property tax rate(s) and revenue(s) for the year: **2023**

1. Fund/Budget Type	2. Revenue	3. Tax Rate
10 General Operations	235,797	0.001685
190 Discharge of Judgement		
	<b>\$235,797</b>	<b>0.001685</b>

This resolution is adopted after proper notice and hearing in accordance with UCA 59-2-919 and shall be forwarded to the County Auditor and the Tax Commission in accordance with UCA 59-2-913 and 59-2-920.

**Signature of Governing Chair**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_

<b>Utah State Tax Commission - Property Tax Division</b> <b>Resolution Adopting Final Tax Rates and Budgets</b>	<b>Form PT-800</b> Rev. 02/15
--	----------------------------------

County: **SAN JUAN**

Tax Year: **2023**

It is hereby resolved that the governing body of:

**BLUFF**

approves the following property tax rate(s) and revenue(s) for the year: **2023**

1. Fund/Budget Type	2. Revenue	3. Tax Rate
10 General Operations	32,377	0.000733
	<b>\$32,377</b>	<b>0.000733</b>

This resolution is adopted after proper notice and hearing in accordance with UCA 59-2-919 and shall be forwarded to the County Auditor and the Tax Commission in accordance with UCA 59-2-913 and 59-2-920.

**Signature of Governing Chair**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_

<b>Utah State Tax Commission - Property Tax Division</b> <b>Resolution Adopting Final Tax Rates and Budgets</b>	<b>Form PT-800</b> Rev. 02/15
--	----------------------------------

County: **SAN JUAN**

Tax Year: **2023**

It is hereby resolved that the governing body of:

**MONTICELLO CITY**

approves the following property tax rate(s) and revenue(s) for the year: **2023**

1. Fund/Budget Type	2. Revenue	3. Tax Rate
10 General Operations	282,792	0.002026
190 Discharge of Judgement		
	<b>\$282,792</b>	<b>0.002026</b>

This resolution is adopted after proper notice and hearing in accordance with UCA 59-2-919 and shall be forwarded to the County Auditor and the Tax Commission in accordance with UCA 59-2-913 and 59-2-920.

**Signature of Governing Chair**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_

<b>Utah State Tax Commission - Property Tax Division</b> <b>Resolution Adopting Final Tax Rates and Budgets</b>	<b>Form PT-800</b> Rev. 02/15
--	----------------------------------

**County: SAN JUAN**

**Tax Year: 2023**

It is hereby resolved that the governing body of:

**MONTICELLO CEMETERY MAINTENANCE DISTRICT**

approves the following property tax rate(s) and revenue(s) for the year: **2023**

1. Fund/Budget Type	2. Revenue	3. Tax Rate
100 Cemetery	47,272	0.000199
190 Discharge of Judgement		
	<b>\$47,272</b>	<b>0.000199</b>

This resolution is adopted after proper notice and hearing in accordance with UCA 59-2-919 and shall be forwarded to the County Auditor and the Tax Commission in accordance with UCA 59-2-913 and 59-2-920.

**Signature of Governing Chair**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_

<b>Utah State Tax Commission - Property Tax Division</b> <b>Resolution Adopting Final Tax Rates and Budgets</b>	<b>Form PT-800</b> Rev. 02/15
--	----------------------------------

County: **SAN JUAN**

Tax Year: **2023**

It is hereby resolved that the governing body of:

**BLANDING CEMETERY MAINTENANCE DISTRICT**

approves the following property tax rate(s) and revenue(s) for the year: **2023**

1. Fund/Budget Type	2. Revenue	3. Tax Rate
100 Cemetery	62,342	0.000258
	<b>\$62,342</b>	<b>0.000258</b>

This resolution is adopted after proper notice and hearing in accordance with UCA 59-2-919 and shall be forwarded to the County Auditor and the Tax Commission in accordance with UCA 59-2-913 and 59-2-920.

**Signature of Governing Chair**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_

<b>Utah State Tax Commission - Property Tax Division</b> <b>Resolution Adopting Final Tax Rates and Budgets</b>	<b>Form PT-800</b> Rev. 02/15
--	----------------------------------

County: **SAN JUAN**

Tax Year: **2023**

It is hereby resolved that the governing body of:

**SAN JUAN COUNTY WATER CONSERVANCY DISTRICT**

approves the following property tax rate(s) and revenue(s) for the year: **2023**

1. Fund/Budget Type	2. Revenue	3. Tax Rate
20 Interest and Sinking Fund/Bond	565,000	0.000586
150 Water Conservancy	115,732	0.000120
190 Discharge of Judgement		
	<b>\$680,732</b>	<b>0.000706</b>

This resolution is adopted after proper notice and hearing in accordance with UCA 59-2-919 and shall be forwarded to the County Auditor and the Tax Commission in accordance with UCA 59-2-913 and 59-2-920.

**Signature of Governing Chair**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_

<b>Utah State Tax Commission - Property Tax Division</b> <b>Resolution Adopting Final Tax Rates and Budgets</b>	<b>Form PT-800</b> Rev. 02/15
--	----------------------------------

**County: SAN JUAN**

**Tax Year: 2023**

It is hereby resolved that the governing body of:

**SAN JUAN COUNTY HEALTH SERVICE DISTRICT**

approves the following property tax rate(s) and revenue(s) for the year: **2023**

1. Fund/Budget Type	2. Revenue	3. Tax Rate
190 Discharge of Judgement		
540 Health	823,390	0.000835
	<b>\$823,390</b>	<b>0.000835</b>

This resolution is adopted after proper notice and hearing in accordance with UCA 59-2-919 and shall be forwarded to the County Auditor and the Tax Commission in accordance with UCA 59-2-913 and 59-2-920.

**Signature of Governing Chair**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_



<b>Utah State Tax Commission - Property Tax Division</b> <b>Resolution Adopting Final Tax Rates and Budgets</b>	<b>Form PT-800</b> Rev. 02/15
--	----------------------------------

County: **SAN JUAN**

Tax Year: **2023**

It is hereby resolved that the governing body of:

**GRAND COUNTY WATER CONSERVANCY DISTRICT**

approves the following property tax rate(s) and revenue(s) for the year: **2023**

1. Fund/Budget Type	2. Revenue	3. Tax Rate
20 Interest and Sinking Fund/Bond		
150 Water Conservancy		

This resolution is adopted after proper notice and hearing in accordance with UCA 59-2-919 and shall be forwarded to the County Auditor and the Tax Commission in accordance with UCA 59-2-913 and 59-2-920.

**Signature of Governing Chair**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_

<b>Utah State Tax Commission - Property Tax Division</b> <b>Resolution Adopting Final Tax Rates and Budgets</b>	<b>Form PT-800</b> Rev. 02/15
--	----------------------------------

County: **SAN JUAN**

Tax Year: **2023**

It is hereby resolved that the governing body of:

**SAN JUAN COUNTY SERVICE AREA NO. 1**

approves the following property tax rate(s) and revenue(s) for the year: **2023**

1. Fund/Budget Type	2. Revenue	3. Tax Rate
570 County Service Area		

This resolution is adopted after proper notice and hearing in accordance with UCA 59-2-919 and shall be forwarded to the County Auditor and the Tax Commission in accordance with UCA 59-2-913 and 59-2-920.

**Signature of Governing Chair**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_

<p style="text-align: center;"><b>Utah State Tax Commission - Property Tax Division</b> <b>Resolution Adopting Final Tax Rates and Budgets</b></p>	<p style="text-align: center;"><b>Form PT-800</b> Rev. 02/15</p>
--	--

**County: SAN JUAN**

**Tax Year: 2023**

It is hereby resolved that the governing body of:

**SAN JUAN COUNTY SERVICE AREA NO. 1**

approves the following property tax rate(s) and revenue(s) for the year: **2023**



Clerk/Auditor  
Lyman W. Duncan  
[lduncan@sanjuancounty.org](mailto:lduncan@sanjuancounty.org)

July 18, 2023

Commissioners,

It is that time of year again when the county tax rates need to be set. The Utah State Tax Commission has provided the county with their recommended certified tax rates for the different areas in the county that receive tax revenue. Listed below are these rates:

<u>Fund</u>	<u>Certified Tax Rate</u>
General Fund	0.002119
Library	0.000428
Tort Liability	0.000071
Public Health	0.000146

The Utah State Tax Commission uses a combination of the Real Property Value, Centrally Assessed Value, and Personal Property Value to help determine the **Property Tax Rate Value** for the county which helps them to determine the certified tax rate. Overall, values have increased in 2023 from the values of 2022, to give a **Property Tax Rate Value of \$1,092,214,877.**

	<u>2022</u>	<u>2023</u>
Real Property	\$680,736,496	\$707,407,341
Centrally Assessed	\$325,556,108	\$294,570,186
Personal Property	\$83,096,296	\$90,237,350
	\$1,089,388,900	\$1,092,214,877

Given the Property Tax Rate Value and the Certified Tax Rates listed above, the estimated revenue to the county is detailed below.

<u>2023 Estimated Revenue</u>	
General Fund	\$2,078,500
Library	\$419,820
Tort Liability	\$69,643
Public Health	\$143,210

When determining the certified tax rates, the Utah State Tax Commission attempts to determine a rate that will provide the county with roughly the same amount of revenue each year. When the values go up, the rates go down and vice versa.

This year the certified tax rate is higher than the 2022 rate because the overall property values in the county increased from last year.

**Recommendation**

Since a rate above the certified tax rate can **NOT** be used without going through a process called Truth in Taxation, it is my recommendation that you choose to use the certified tax rates suggested by the Utah State Tax Commission.



## COMMISSION STAFF REPORT

**MEETING DATE:** July 18, 2023

**ITEM TITLE, PRESENTER:** Approval of San Juan County Health Department Tobacco Contract FY21-FY25 Amendment 6 by Grant Sunada, Public Health Director

**RECOMMENDATION:** Approval

### SUMMARY

The purpose of this funding is to prevent use of commercial tobacco and connect commercial tobacco users with evidence-based resources that help with cessation: . Approved Tobacco Prevention and Control activities related to this grant include the following: Continuing education for staff, pilot projects, collaboration with priority populations, partnership organizations, tobacco retail permitting, compliance checks, retail education, retail inspection, community organization partnerships, youth groups, educating municipalities and retailers on age 21 laws, increasing use of Quit Services, partnership with low income services, youth partners, improving tobacco policies in low-income multi-unit housing, worksite partnerships, improving adherence to the Utah Indoor Clean Air Act, and media campaigns, and site visits, and program evaluation. Compliance checks have a specific line of funding within this grant.

### HISTORY/PAST ACTION

Approval

### FISCAL IMPACT

New reimbursable funding for July 1, 2023 – June 30, 2024 is \$224,400.00.

- \$12,917.00 is available from the Comprehensive Tobacco (CDC) Grant for July 1, 2023 – April 28, 2024 for the above Tobacco Prevention and Control activities.
- \$72,807.00 is available from the state funded Tax Fund and MSA Grant for the period of July 1, 2022 - June 30, 2023 (4377 & 4379) and shall be allocated in accordance with the following:
  - Up to \$3,667.00 shall be reimbursed for Compliance Checks (\$96.50 per compliance check).
  - The remaining may be used for the above Tobacco Prevention and Control activities.
- \$2,583.00 is available from the E-cigarette Supplemental Restricted Fund (6392) for the period of July 1, 2023 – April 28, 2024.
- \$54,437.00 is available from the state funded Electronic Cigarette Substance and Nicotine Product Tax Restricted Account for the period of July 1, 2023 - June 30, 2024.

- \$81,656.00 is available from the state funded Electronic Cigarette Substance and Nicotine Product Tax Restricted Account and shall be allocated in accordance with the Electronic Cigarette, Marijuana, and Other Drug Prevention Grant Program.



## UTAH DEPARTMENT OF HEALTH & HUMAN SERVICES CONTRACT AMENDMENT

PO Box 144003, Salt Lake City, Utah 84114  
288 North 1460 West, Salt Lake City, Utah 84116

2120905  
Department Log Number

212700217  
State Contract Number

1. **CONTRACT NAME:** The name of this contract is San Juan County Health Department Tobacco Contract FY21-FY25 Amendment 6.
2. **CONTRACTING PARTIES:** This contract amendment is between the Utah Department of Health & Human Services (DEPARTMENT) and San Juan County (CONTRACTOR).

**PAYMENT ADDRESS**

San Juan County  
735 S 200 W, Ste 2  
Blanding UT, 84511

**MAILING ADDRESS**

San Juan County  
735 S 200 W, Ste 2  
Blanding UT, 84511

**Vendor ID:** 06866HL

**Commodity Code:** 99999

3. **PURPOSE OF CONTRACT AMENDMENT:** The purpose of this agreement is to update LHD workplan activities and provide funding for FY24.

4. **CHANGES TO CONTRACT:**

1. The contract amount is being changed. The original amount was \$673,200.18. The funding amount will be increased by \$224,400.00. New total funding is \$897,600.18.

2. Attachment B FY21-FY25 Amendment 6, effective 7/1/23 is replacing the Special Provisions dated 4/29/23. Funding was increased by \$224,400.00 and the activities in Section IV Services have been updated.

UEI: WCVABP2FEVA2

Indirect Cost Rate: 0%

Add

Federal Program Name:	CDC-RFA-DP20-2001: National State Based Tobacco Control Program	Award Number:	5 NU58DP006806-04- 00
Name of Federal Awarding Agency:	Centers for Disease Control and Prevention (CDC)/ Agency for Toxic Substances and	Federal Award Identification Number:	NU58DP006806



	Disease Registry (ATSDR)		
Assistance Listing:	NATIONAL STATE TOBACCO CONTROL PROGRAM	Federal Award Date:	4/29/2023
Assistance Listing Number:	93.387	Funding Amount:	\$12917.00

All other conditions and terms in the original contract and previous amendments remain the same.

- 5. EFFECTIVE DATE OF AMENDMENT: This amendment is effective 07/01/2023.
  
  - 6. DOCUMENTS INCORPORATED INTO THIS CONTRACT BY REFERENCE BUT NOT ATTACHED:
    - A. All other governmental laws, regulations, or actions applicable to services provided herein.
    - B. All Assurances and all responses to bids as provided by the CONTRACTOR.
    - C. Utah Department of Health & Human Services General Provisions and Business Associate Agreement currently in effect until 6/30/2023.
  
  - 7. This contract, its attachments, and all documents incorporated by reference constitute the entire agreement between the parties and supersedes all prior written or oral agreements between the parties relating to the subject matter of this contract.
- 

Intentionally Left Blank



## Attachment B: Special Provisions

## San Juan County Health Department FY21 – FY25 Amendment 6

Effective Date: July 1, 2023

**I. PARTIES**

- A. This contract is between the Tobacco Prevention and Control Program acting by and through the Utah Department of Health and Human Services, hereinafter referred to as “DEPARTMENT,” and the San Juan County Health Department, hereinafter referred to as “SUB-RECIPIENT.” Together the DEPARTMENT and the SUB-RECIPIENT shall be referred to as the “Parties”.

**II. DEFINITIONS**

- A. “Catalyst” means a web-based tool that manages the collaborative linkages between evaluation, work plans, logic models, strategic/state plans, and other management documents. Catalyst is the reporting tool used by the Parties to determine progress in achieving the responsibilities of this contract.
- B. “CDC” means the Center for Disease Control and Prevention.
- C. “CDC Funds” mean funding that is awarded to the Tobacco Prevention and Control Program from the Center for Disease Control and Prevention.
- D. “Compliance Checks” mean routine checks of retailers conducted by the SUB-RECIPIENT where underage buyers attempt to purchase tobacco in circumstances that would violate applicable law.
- E. “DEPARTMENT” means the Utah Department of Health and Human Services.
- F. “FDA” means Food and Drug Administration.
- G. “HUD” means United States Department of Housing and Urban Development.
- H. “MSA Grant Funding” means funding allocated from the Master Settlement Agreement to the Tobacco Prevention and Control Program.
- I. “MUH” means multiunit housing.
- J. “QuickBase” means a web-based application tool used by local health departments to manage and report their tobacco retailer education and enforcement activities including underage sale investigations (compliance checks), combined retailer inspection requirement, and permit suspension/revocation data.
- K. “SDOH” means Social Determinants of Health.
- L. “SUB-RECIPIENT” means San Juan County on behalf of San Juan County Health Department.
- M. “Synar” means the Synar Amendment.
- N. “Tax Fund” means funding that is allocated to the Tobacco Prevention and Control Program from the State Tobacco Tax.
- O. “TPCP” means Tobacco Prevention and Control Program.
- P. “UICAA” means the Utah Indoor Clean Air Act.

**III. PAYMENTS**

- A. The DEPARTMENT agrees to reimburse the SUB-RECIPIENT up to a maximum total of

\$224,400.00 for expenditures in accordance with the funding categories described in this contract. The amount reimbursed is based on the number of services provided by the SUB-RECIPIENT as reported each month on the Monthly Expenditure Report submitted to the DEPARTMENT.

- B. The amounts listed below are the maximum amount the DEPARTMENT can reimburse the SUB-RECIPIENT. Funds can only be expended as follows:
1. \$12,917.00 is available from the Comprehensive Tobacco (CDC) Grant (6394) for the Period of Performance of July 1, 2023 – April 28, 2024.
    - a. Reimbursement shall be provided for expenditures directly related to activities set forth in Section IV excluding direct service activities. Direct service activities include, but are not limited to, objectives identified in Section IV as:
      - i. Compliance Checks;
      - ii. Tobacco Retail Permitting;
      - iii. Retail Inspection, E-cigarette Product, and Nicotine Product Inspections; and
      - iv. Utah Indoor Clean Air Act (UICAA).
    - b. The SUB-RECIPIENT shall not use funds to:
      - i. purchase tobacco prevention curriculum for K-12 schools;
      - ii. purchase vape detectors;
      - iii. conduct tobacco compliance check inspections;
      - iv. pay for Synar or FDA compliance monitoring;
      - v. pay for research;
      - vi. provide clinical care except as allowed by law;
      - vii. purchase furniture or equipment as a general rule. Any such proposed spending must be clearly identified in the budget;
      - viii. provide direct tobacco use and dependence treatment services or other direct services other than those through evidence-based Quitline and quit support services;
      - ix. purchase food whether for conferences or meetings; for meals, light refreshments or beverages; and
      - x. pay for lobbying activities.
    - c. The SUB-RECIPIENT shall direct a minimum of 10% of the annual funding amount for the evaluation of services outlined in this contract.
    - d. Closeout: SUB-RECIPIENT must submit to the pass-through entity, no later than 90 calendar days after the end date of the period of performance, all financial, performance and other reports as required by the terms and conditions of the Federal award.
  2. \$2,583.00 is available from the E-cigarette Supplemental Restricted Fund (6392) for the period of July 1, 2023 – April 28, 2024.
    - a. Reimbursement shall be provided for expenditures directly related to activities set forth in Section IV excluding direct service activities. Direct service activities include, but are not limited to, objectives identified in Section IV as:
      - i. Compliance Checks;
      - ii. Tobacco Retail Permitting;
      - iii. Retail Inspection, E-cigarette Product, and Nicotine Product

- Inspections; and
    - iv. Utah Indoor Clean Air Act (UICAA).
  - b. The SUB-RECIPIENT shall not use funds to:
    - i. purchase tobacco prevention curriculum for K-12 schools;
    - ii. purchase vape detectors;
    - iii. conduct tobacco compliance check inspections;
    - iv. pay for Synar or FDA compliance monitoring;
    - v. pay for research;
    - vi. provide clinical care except as allowed by law;
    - vii. purchase furniture or equipment as a general rule. Any such proposed spending must be clearly identified in the budget;
    - viii. provide direct tobacco use and dependence treatment services or other direct services other than those through evidence-based Quitline and quit support services;
    - ix. purchase food whether for conferences or meetings; for meals, light refreshments or beverages; and
    - x. pay for lobbying activities.
  - c. The SUB-RECIPIENT shall direct a minimum of 10% of the annual funding amount for the evaluation of services outlined in this contract.
- 3. \$72,807.00 is available from the state funded Tax Fund (6393) and MSA Grant (6396) for the period of July 1, 2023 - June 30, 2024 and shall be allocated in accordance with the following:
  - a. Up to \$3,667.00 shall be reimbursed for Compliance Checks. The DEPARTMENT agrees to reimburse the SUB-RECIPIENT \$96.50 per compliance check. The compliance checks will be completed consistent with the activity found in Section IV; objective identified as Compliance Checks.
  - b. The remaining \$69,140.00 funds shall not be used for Compliance Checks but may be used for any of the remaining objectives described in Section IV.
- 4. \$54,437.00 is available from the state funded Electronic Cigarette Substance and Nicotine Product Tax Restricted Account (6397) and shall be allocated in accordance with Utah Code 59-14-807(3)(a) for the period of July 1, 2023 - June 30, 2024 (. The SUB-RECIPIENT shall use the money received in accordance with Utah Code 59-14-807 (4)(a) and Admin Rule R384-415 for enforcing:
  - a. The regulation provisions described in Section 26-57-103;
  - b. The labeling requirement described in Section 26-57-104; and
  - c. The penalty provisions described in Section 26-62-305.
- 5. \$81,656.00 is available from the state funded Electronic Cigarette Substance and Nicotine Product Tax Restricted Account (6397) for the period of July 1, 2023 - June 30, 2024 (and shall be allocated in accordance with Subsection (3)(d) to issue grants under the Electronic Cigarette, Marijuana, and Other Drug Prevention Grant Program created in Utah Code 26A-1-129.

#### IV. SERVICES

The SUB-RECIPIENT shall participate in all the following activities in accordance with the funding provided as outlined in Section III.

<b>Activity Title</b>	<b>Objective</b>
Continuing Education	By June 30, 2024, assign two staff members to attend at no less than one TPCP training each quarter.
Pilot Project	By June 30, 2024 assigned LHD staff shall attend Pilot Project meetings for project identified.
Priority Populations	By June 30, 2024, implement and report on established plan to collaborate with identified priority population.
SDOH Partnerships	By June 30, 2024 identify four partners focused on SDOH and/or risk and protective factors.
Outreach Partnerships	By June 30, 2024 provide supportive technical assistance related to tobacco prevention and/or cessation resources to two organizations.
Tobacco Retail Permitting	By June 30, 2024 ensure that 100% of retailers are permitted.
Compliance Checks	By June 30, 2024 two tobacco compliance checks will be completed in each tobacco retail outlet.
Retail Education	By June 30, 2024 ensure that 100% of retailers are provided education materials.
Retail Inspection, E-cigarette Product, and Nicotine Product Inspections	By June 30, 2024 conduct combined inspections in 19 retailers.
School Policy	By June 30, 2024 provide resources, training, and technical assistance to two schools to implement, improve and/or maintain comprehensive policies.  By June 30, 2024 connect two schools to evidence-based prevention and cessation resources.
Community Based Organizations (CBO) Partnerships	By June 30, 2024 establish two partnerships with community based organizations.
Youth Groups	By June 30, 2024 support a local youth coalition in advocating for tobacco use prevention policies and programs.
Evolving Tobacco Product Landscape (Parents, Teachers, Coaches, Other Stakeholders)	By June 30 2024, educate 50 parents, teachers, education professionals, coaches and other stakeholders about the rapidly evolving tobacco product landscape.
Age 21 Law	By June 30, 2024 educate 2 municipalities and 100% retailers on the minimum age of 21 for the sale of tobacco products, electronic cigarette products and other nicotine products.

	By June 30, 2024 facilitate at least one formal or informal learning and/or relationship building opportunity (in person or virtual) with retailers, municipalities and/or community groups or agencies.
Quit Services	By June 30, 2024 increase Quit Line registered calls in local area to three and E-Coach registered members to three.
Low Income Cessation Services	By June 30, 2024 work with two local services that are utilized by low-income individuals to promote tobacco cessation programs.
Youth Cessation	By June 30, 2024 connect one community partner to youth quit services.
Low Income MUH policy	By June 30, 2024 provide resources, training & technical assistance to two low income MUH properties to implement, improve and/or maintain comprehensive policies.
Worksite Policy	By June 30, 2024 work with one worksite to implement, improve, and/or maintain environmental and employee policies.
Utah Indoor Clean Air Act (UICAA)	By June 30, 2024 respond to 100% of UICAA complaints and provide education, signage, and materials as appropriate.

#### V. REPORTS

- A. The SUB-RECIPIENT shall report on the progress report measure for each of their work plan activities as listed in Section IV, in the Catalyst web-based application system. Progress reports shall be submitted quarterly by the 15<sup>th</sup> of October, January, April, and July.
- B. The SUB-RECIPIENT shall report tobacco retailer-related data as needed in QuickBase, a web-based application system.

#### VI. UTAH DEPARTMENT OF HEALTH PROGRAM ROLE

- A. The DEPARTMENT through its Tobacco Prevention and Control Program agrees to:
  1. Provide written confirmation of receipt of reports within 10 working days;
  2. Provide written feedback on results/progress within 20 working days of receiving report;
  3. Provide training and technical assistance, as requested/needed; and
  4. Conduct one (1) site visit during the contract period at a mutually agreed upon time with a jointly developed agenda.

#### VII. MEDIA

- A. When SUB-RECIPIENT has a DEPARTMENT-approved media campaign in their jurisdiction, SUB-RECIPIENT staff shall conduct that campaign according to the Utah Department of Health and Human Services "Way To Quit Brand Guidelines."
  1. Media campaigns include Public Service Ad (PSAs) scripts, produced PSAs, websites specifically created and included in SUB-RECIPIENT proposal for designated programming (not to include general SUB-RECIPIENT websites), brochures, flyers, posters, advertisements, incentive items and other marketing materials as detailed in the approved plan.
- B. SUB-RECIPIENT media campaign proposals must include campaign deadlines that are subject

to approval by the appropriate TPCP program staff.

**VIII. ADMINISTRATIVE REQUIREMENTS**

- A. SUB-RECIPIENT staff shall:
1. Participate in at least one (1) site visit with DEPARTMENT program staff;
  2. Attend at least one (1) TPCP training per quarter;
  3. Collaborate and coordinate program evaluation with TPCP epidemiology staff and/or with DEPARTMENT'S external contracted evaluator;
    - a. TPCP epidemiology staff will be informed of tobacco-related evaluation projects and data collection efforts; and
  4. Separately track and report expenses for Compliance Checks, which includes Retailer Education as part of the annual enforcement budget.
    - a. Enforcement budget shall be submitted annually or as requested by TPCP.

**IX. AMENDMENTS AND TERMINATION**

- A. If this contract is not amended to add funds, the contract shall terminate as of June 30, 2024.

**X. OUTCOMES**

The outcome of this contract is to support the overall comprehensive TPCP strategic plan to (1) prevent youth nicotine dependence, (2) reduce commercial tobacco product use, and (3) work with priority populations to reduce tobacco-related health disparities.

- A. The following long-term measures support the outcomes:
1. Reduce the percentage of Utah high school students who use tobacco (including vaping) to 8%.
  2. Reduce the percentage of Utah young adults (18-24 years old) who vape to 15%.
  3. Reduce adult cigarette smoking in very high Health Improvement Index areas to 10%.
  4. Reduce the percentage of Utah adults on Medicaid who smoke to 18%.
  5. Reduce the percentage of Utah adults (with no health insurance) who smoke to 16%.
  6. Decrease the percentage of adult cigarette smoking (disparate populations) by 5% relative to baseline.







## COMMISSION STAFF REPORT

**MEETING DATE:** July 18, 2023

**ITEM TITLE, PRESENTER:** Discussion and Approval of San Juan County Health Department Environmental Service Delivery Plan Contract FY2024 by Grant Sunada, Public Health Director

**RECOMMENDATION:** Approval

### SUMMARY

The purpose of this funding is to support the main activities of the San Juan County Environmental Health Director in ensuring and promoting air quality; maintaining superior drinking water quality; emergency response; protect public health and the environment from exposure to contamination caused by solid and hazardous waste and used oil, wastewater, liquid waste, and pollution. For example, the Division of Drinking Water and the LHDs work in partnership to ensure that the public water systems can supply safe and reliable drinking water. LHDs serve the important role as both a local contact and support for public water systems throughout the State.

Goals of this funding include the following:

- Air Quality: Provide air quality information to the public. As appropriate, alert the Division of Air Quality to compliance issues.
- Drinking Water: Maintain superior drinking water quality by ensuring adequate facilities, source protection and timely assistance to water system operators at specific sites. Ensure that sanitary surveys are conducted using established forms and following established guidance protocol.
- Federal Laws: The LHD will coordinate with DEQ as situations arise with regards to federal laws, regulations, and conditions set forth in the following federal laws: 1. Clean Water Act, 2. Safe Drinking Water Act, 3. Resource Conservation and Recovery Act, 4. Clean Air Act, 5. Pollution Prevention Act, 6. Toxic Substance Control Act, 7. National Environmental Policy Act, 8. Federal Insecticide, Fungicide, Rodenticide Act.
- The LHD will provide support to DEQ as public outreach and engagement activities arise.
- Waste Management and Radiation Control: Protect public health and the environment from exposure to contamination caused by incidents or improper treatment, storage and disposal of solid and hazardous waste. Protect public health and the environment from exposure to contamination caused by incidents or improper treatment, storage, and disposal of used oil.
- Water Quality: Effectively implement the small wastewater disposal system program to protect the environment and enhance relations with and support of LHD. Identify and manage all pollution sources to insure continued beneficial uses of water and public health protection.
- Get the Mercury Out: Encourage pollution prevention to Utah citizens through programs that target the reductions of special wastes.

**HISTORY/PAST ACTION**

Approval of previous Environmental Service Delivery Plan by San Juan County Commission.

Approval of this Environmental Service Delivery Plan by the San Juan County Board of Health.

**FISCAL IMPACT**

The total funding allotment for San Juan County Health Department is \$73,498 (compared to \$74,251 in FY2023). The funding becomes effective July 1, 2023, and will be disbursed in quarterly installments beginning August 1, 2023.

- State -- General Funds: \$62,245
- Air Quality Compliance: \$3,000
- Drinking Water: \$1,628 (Sanitary Surveys & training) plus \$5,047
- Used Oil: \$1,078
- Mercury and Other Water Quality: \$500



State of Utah

SPENCER J. COX  
Governor

DEIDRE HENDERSON  
Lieutenant Governor

Department of  
Environmental Quality

Kimberly D. Shelley  
Executive Director

Ty L. Howard  
Deputy Director

Item 14.

June 1, 2023

Grant Sunada, Health Officer  
San Juan County Health Department  
735 South 200 West Suite 2  
Blanding, UT 84511

Dear Mr. Sunada:

With this letter, I am forwarding the one-year contract and work plan for FY23. The total funding allotment for San Juan County Health Department is \$73,498 and includes the following changes over last year:

- Drinking Water funding decreased from \$7,428 to \$6,675. Drinking Water funding is based on the functions agreed to in the Scope of Work.
- All other funding levels remain the same.

The funding becomes effective July 1, 2023, and will be disbursed in quarterly installments beginning August 1, 2023.

Please review the attached documents and complete the required information on Attachment C. If you agree, please sign and submit the contract using Adobe E-sign. The documents will automatically be submitted to Sarah Ward and a copy sent to you. If you have any questions or concerns, please contact Sarah at [sarahward@utah.gov](mailto:sarahward@utah.gov) or 385.332.9574.

Thank you for your continued partnership.

Sincerely,

Kimberly D Shelley  
Executive Director

Enclosures (5):

1. San Juan County Workplan Contract FY2024
2. Attachment A Terms Gov Service
3. Attachment B San Juan County Workplan FY2024
4. Attachment B.5 San Juan County FY2024 Scope of Work
5. Attachment C San Juan County Subaward Terms and Conditions FY2024

CC: via Email w/Enclosures

Ronnie Nieves, Environmental Director, San Juan County Utah Health Department  
Mack McDonald, Chief Administrative Officer, San Juan County Utah Health Department  
Bruce Adams, San Juan County Commissioner Chair



# STATE OF UTAH CONTRACT

1. **CONTRACTING PARTIES:** This contract is between the following agency of the State of Utah:  
 Department Name: Environmental Quality Agency Code: 480 Division Name: NA, referred to as the State Entity, and the following Contractor:  
 Name: San Juan County Public Health Department **LEGAL STATUS OF CONTRACTOR**  
 Address: 735 South 200 West Suite #2 \_\_\_\_\_ Sole Proprietor  
 City: Blanding State: UT Zip: 84511 \_\_\_\_\_ Non-Profit Corporation  
 Contact Person: Grant Sunada \_\_\_\_\_ For-Profit Corporation  
 Phone No. 435.587.3838 Email: gsunada@sanjuancounty.org \_\_\_\_\_ Partnership  
 Vendor No. 06866HL Commodity Code No. 92535  Government Agency
2. **GENERAL PURPOSE OF CONTRACT:** The general purpose of this contract is to provide: Environmental Services, as described in the attached documents.
3. **PROCUREMENT:** This contract is entered into as a result of the procurement process on RX# NA, FY     , Bid No. NA, or other method: \_\_\_\_\_
4. **CONTRACT PERIOD:** Effective Date: 07/01/2023 Termination Date: 06/30/2024 unless terminated early or extended in accordance with the terms and conditions of this contract. Renewal options (if any): NA
5. **CONTRACT COSTS:** CONTRACTOR will be paid a maximum of \$ 73,498 for costs authorized by this contract. Prompt Payment Discount (if any): \_\_\_\_\_ Additional information regarding costs: Payments will be made in quarterly installments in the 2<sup>nd</sup> month of each quarter in the applicable fiscal year as follows; August, November, February, and May. The February payment will include the Sanitary Survey funding and will be adjusted, if needed, based on the Surveys completed.
6. **ATTACHMENT A:** State of Utah Standard Terms and Conditions for \_\_\_\_\_ Goods or  Services  
**ATTACHMENT B:** Annual Workplan and DDW Scope of Work  
**ATTACHMENT C:** Subaward Terms and Conditions

**Any conflicts between Attachment A and the other Attachments will be resolved in favor of Attachment A.**

7. **DOCUMENTS INCORPORATED INTO THIS CONTRACT BY REFERENCE BUT NOT ATTACHED:**
  - a. All other governmental laws, regulations, or actions applicable to the goods and/or services authorized by this contract.
  - b. Utah State Procurement Code, Procurement Rules, and Contractor's response to Bid No. \_\_\_\_\_ dated \_\_\_\_\_
8. Each signatory below represents that he or she has the requisite authority to enter into this contract.

The parties sign and cause this contract to be executed. This contract is not fully executed until the State of Utah Approving Authorities have signed this contract.

CONTRACTOR		STATE	
Contractor's Signature	Date	Agency's Signature	Date
Bruce Adams	County Commissioner Chair	Ty Howard	DEQ Deputy Director
Print Name	Title	Print Name	Title

**STATE OF UTAH APPROVING AUTHORITIES**

Director, Division of Finance	Date
-------------------------------	------

Sarah Ward	385.332.9574	sarahward@utah.gov
Agency Contact Person	Telephone Number	Email

**ATTACHMENT A**  
**STATE OF UTAH STANDARD TERMS AND CONDITIONS FOR SERVICES**

This is for a contract between Government Entities within the State of Utah for services (including professional services) meaning the furnishing of labor, time, or effort by a contractor. These terms and conditions may only be used when both parties are government entities or political subdivisions as defined in the Utah Government Immunity Act.

1. **DEFINITIONS:** The following terms shall have the meanings set forth below:
  - a) "Confidential Information" means information that is deemed as confidential under applicable state and federal laws, including personal information. The State Entity reserves the right to identify, during and after this Purchase Order, additional reasonable types of categories of information that must be kept confidential under federal and state laws.
  - b) "Contract" means the Contract Signature Page(s), including all referenced attachments and documents incorporated by reference. The term "Contract" may include any purchase orders that result from the parties entering into this Contract.
  - c) "Contract Signature Page(s)" means the State of Utah cover page(s) that the State Entity and Contractor sign.
  - d) "Contractor" means the individual or entity delivering the Services identified in this Contract. The term "Contractor" shall include Contractor's agents, officers, employees, and partners.
  - e) "Services" means the furnishing of labor, time, or effort by Contractor pursuant to this Contract. Services shall include, but not limited to, all of the deliverable(s) that result from Contractor performing the Services pursuant to this Contract. Services include those professional services identified in Section 63G-6a-103 of the Utah Procurement Code.
  - f) "Proposal" means Contractor's response to the State Entity's Solicitation.
  - g) "Solicitation" means the documents used by the State Entity to obtain Contractor's Proposal.
  - h) "State Entity" means the department, division, office, bureau, agency, or other organization identified on the Contract Signature Page(s).
  - i) "State of Utah" means the State of Utah, in its entirety, including its institutions, agencies, departments, divisions, authorities, instrumentalities, boards, commissions, elected or appointed officers, employees, agents, and authorized volunteers.
  - j) "Subcontractors" means subcontractors or subconsultants at any tier that are under the direct or indirect control or responsibility of the Contractor, and includes all independent contractors, agents, employees, authorized resellers, or anyone else for whom the Contractor may be liable at any tier, including a person or entity that is, or will be, providing or performing an essential aspect of this Contract, including Contractor's manufacturers, distributors, and suppliers.
2. **GOVERNING LAW AND VENUE:** This Contract shall be governed by the laws, rules, and regulations of the State of Utah. Any action or proceeding arising from this Contract shall be brought in a court of competent jurisdiction in the State of Utah. Venue shall be in Salt Lake City, in the Third Judicial District Court for Salt Lake County.
3. **LAWS AND REGULATIONS:** At all times during this Contract, Contractor and all Services performed under this Contract will comply with all applicable federal and state constitutions, laws, rules, codes, orders, and regulations, including applicable licensure and certification requirements.
4. **RECORDS ADMINISTRATION:** Contractor shall maintain or supervise the maintenance of all records necessary to properly account for Contractor's performance and the payments made by the State Entity to Contractor under this Contract. These records shall be retained by Contractor for at least six (6) years after final payment, or until all audits initiated within the six (6) years have been completed, whichever is later. Contractor agrees to allow, at no additional cost, State of Utah and federal auditors, and State Entity staff, access to all such records.
5. **CERTIFY REGISTRATION AND USE OF EMPLOYMENT "STATUS VERIFICATION SYSTEM":**  
INTENTIONALLY DELETED
6. **CONFLICT OF INTEREST:** INTENTIONALLY DELETED
7. **INDEPENDENT CONTRACTOR:** Contractor's legal status is that of an independent contractor, and in no manner shall

## ATTACHMENT A

## STATE OF UTAH STANDARD TERMS AND CONDITIONS FOR SERVICES

Contractor be deemed an employee or agent of the State Entity or the State of Utah, and therefore is not entitled to any of the benefits associated with such employment. Contractor, as an independent contractor, shall have no authorization, express or implied, to bind the State Entity or the State of Utah to any agreements, settlements, liabilities, or understandings whatsoever, and agrees not to perform any acts as an agent for the State Entity or the State of Utah. Contractor shall remain responsible for all applicable federal, state, and local taxes, and all FICA contributions.

8. **INDEMNITY:** Both parties to this agreement are governmental entities as defined in the Utah Governmental Immunity Act (Utah Code Ann. 63G-7-101 et. seq.). Nothing in this Contract shall be construed as a waiver by either or both parties of any rights, limits, protections or defenses provided by the Act. Nor shall this Contract be construed, with respect to third parties, as a waiver of any governmental immunity to which a party to this Contract is otherwise entitled. Subject to and consistent with the Act, each party will be responsible for its own actions or negligence and will defend against any claims or lawsuit brought against it. There are no indemnity obligations between these parties.
9. **EMPLOYMENT PRACTICES:** Contractor agrees to abide by the following employment laws: (i) Title VI and VII of the Civil Rights Act of 1964 (42 U.S.C. 2000e) which prohibits discrimination against any employee or applicant for employment or any applicant or recipient of services, on the basis of race, religion, color, or national origin; (ii) Executive Order No. 11246, as amended, which prohibits discrimination on the basis of sex; (iii) 45 CFR 90 which prohibits discrimination on the basis of age; (iv) Section 504 of the Rehabilitation Act of 1973, or the Americans with Disabilities Act of 1990 which prohibits discrimination on the basis of disabilities; and (v) Utah's Executive Order, dated December 13, 2006, which prohibits unlawful harassment in the work place. Contractor further agrees to abide by any other laws, regulations, or orders that prohibit the discrimination of any kind by any of Contractor's employees.
10. **AMENDMENTS:** This Contract may only be amended by the mutual written agreement of the parties, provided that the amendment is within the Scope of Work of this Contract and is within the scope/purpose of the original solicitation for which this Contract was derived. The amendment will be attached and made part of this Contract. Automatic renewals will not apply to this Contract, even if listed elsewhere in this Contract.
11. **DEBARMENT:** Contractor certifies that it is not presently nor has ever been debarred, suspended, or proposed for debarment by any governmental department or agency, whether international, national, state, or local. Contractor must notify the State Entity within thirty (30) days if debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in any contract by any governmental entity during this Contract.
12. **TERMINATION:** Unless otherwise stated in this Contract, this Contract may be terminated, with cause by either party, in advance of the specified expiration date, upon written notice given by the other party. The party in violation will be given ten (10) days after written notification to correct and cease the violations, after which this Contract may be terminated for cause immediately and is subject to the remedies listed below. This Contract may also be terminated without cause (for convenience), in advance of the specified expiration date, by either party, upon sixty (60) days written termination notice being given to the other party. The State Entity and the Contractor may terminate this Contract, in whole or in part, at any time, by mutual agreement in writing. On termination of this Contract, all accounts and payments will be processed according to the financial arrangements set forth herein for approved Services ordered prior to date of termination.

Contractor shall be compensated for the Services properly performed under this Contract up to the effective date of the notice of termination. Contractor agrees that in the event of such termination for cause or without cause, Contractor's sole remedy and monetary recovery from the State Entity or the State of Utah is limited to full payment for all Services properly performed as authorized under this Contract up to the date of termination as well as any reasonable monies owed as a result of Contractor having to terminate other contracts necessarily and appropriately entered into by Contractor pursuant to this Contract.

13. **NONAPPROPRIATION OF FUNDS, REDUCTION OF FUNDS, OR CHANGES IN LAW:** Upon thirty (30) days written notice delivered to the Contractor, this Contract may be terminated in whole or in part at the sole discretion of the State Entity, if the State Entity reasonably determines that: (i) a change in Federal or State legislation or applicable laws materially affects the ability of either party to perform under the terms of this Contract; or (ii) that a change in available funds affects the State Entity's ability to pay under this Contract. A change of available funds as used in this paragraph, includes, but is not limited to, a change in Federal or State funding, whether as a result of a legislative act or by order of the President or the Governor.

If a written notice is delivered under this section, the State Entity will reimburse Contractor for the Services properly ordered until the effective date of said notice. The State Entity will not be liable for any performance, commitments, penalties, or liquidated damages that accrue after the effective date of said written notice.

14. **SUSPENSION OF WORK:** Should circumstances arise which would cause the State Entity to suspend Contractor's responsibilities under this Contract, but not terminate this Contract, this will be done by written notice. Contractor's responsibilities may be reinstated upon advance formal written notice from the State Entity.

## ATTACHMENT A

## STATE OF UTAH STANDARD TERMS AND CONDITIONS FOR SERVICES

15. **SALES TAX EXEMPTION:** The Services under this Contract will be paid for from the State Entity's funds and used in the exercise of the State Entity's essential functions as a State of Utah entity. Upon request, the State Entity will provide Contractor with its sales tax exemption number. It is Contractor's responsibility to request the State Entity's sales tax exemption number. It also is Contractor's sole responsibility to ascertain whether any tax deduction or benefits apply to any aspect of this Contract.
16. **INSURANCE: INTENTIONALLY DELETED**
17. **WORKERS COMPENSATION INSURANCE:** Contractor shall maintain during the term of this Contract, workers' compensation insurance for all its employees as well as any Subcontractor employees related to this Contract. Worker's compensation insurance shall cover full liability under the worker's compensation laws of the jurisdiction in which the service is performed at the statutory limits required by said jurisdiction. Contractor acknowledges that within thirty (30) days of contract award, Contractor must submit proof of certificate of insurance that meets the above requirements.
18. **ADDITIONAL INSURANCE REQUIREMENTS: INTENTIONALLY DELETED**
19. **PUBLIC INFORMATION:** Contractor agrees that this Contract, related purchase orders, related pricing documents, and invoices will be public documents, and may be available for public and private distribution in accordance with the State of Utah's Government Records Access and Management Act (GRAMA). Contractor gives the State Entity and the State of Utah express permission to make copies of this Contract, related sales orders, related pricing documents, and invoices in accordance with GRAMA. Except for sections identified in writing by Contractor and expressly approved by the State of Utah Division of Purchasing and General Services, all of which must be in accordance with GRAMA, Contractor also agrees that the Contractor's Proposal to the Solicitation will be a public document, and copies may be given to the public as permitted under GRAMA. The State Entity and the State of Utah are not obligated to inform Contractor of any GRAMA requests for disclosure of this Contract, related purchase orders, related pricing documents, or invoices.
20. **DELIVERY:** All deliveries under this Contract will be F.O.B. destination with all transportation and handling charges paid for by Contractor. Responsibility and liability for loss or damage will remain with Contractor until final inspection and acceptance when responsibility will pass to the State Entity, except as to latent defects or fraud.
21. **ACCEPTANCE AND REJECTION:** The State Entity shall have thirty (30) days after delivery of the Services to perform an inspection of the Services to determine whether the Services conform to the standards specified in the Solicitation and this Contract prior to acceptance of the Services by the State Entity.
- If Contractor delivers nonconforming Services, the State Entity may, at its option and at Contractor's expense: (i) return the Services for a full refund; (ii) require Contractor to promptly correct or reperform the nonconforming Services subject to the terms of this Contract; or (iii) obtain replacement Services from another source, subject to Contractor being responsible for any cover costs.
22. **INVOICING:** Contractor will submit invoices within thirty (30) days of Contractor's performance of the Services to the State Entity. The contract number shall be listed on all invoices, freight tickets, and correspondence relating to this Contract. The prices paid by the State Entity will be those prices listed in this Contract, unless Contractor offers a prompt payment discount within its Proposal or on its invoice. The State Entity has the right to adjust or return any invoice reflecting incorrect pricing.
23. **PAYMENT:** Payments are to be made within thirty (30) days after a correct invoice is received. All payments to Contractor will be remitted by mail, electronic funds transfer, or the State of Utah's Purchasing Card (major credit card). If payment has not been made after sixty (60) days from the date a correct invoice is received by the State Entity, then interest may be added by Contractor as prescribed in the Utah Prompt Payment Act. The acceptance by Contractor of final payment, without a written protest filed with the State Entity within ten (10) business days of receipt of final payment, shall release the State Entity and the State of Utah from all claims and all liability to the Contractor. The State Entity's payment for the Services shall not be deemed an acceptance of the Services and is without prejudice to any and all claims that the State Entity or the State of Utah may have against Contractor.
24. **TIME IS OF THE ESSENCE:** The Services shall be completed by any applicable deadline stated in this Contract. For all Services, time is of the essence. Contractor shall be liable for all reasonable damages to the State Entity and the State of Utah, and anyone for whom the State of Utah may be liable, as a result of Contractor's failure to timely perform the Services required under this Contract.
25. **CHANGES IN SCOPE:** Any changes in the scope of the Services to be performed under this Contract shall be in the form of a written amendment to this Contract, mutually agreed to and signed by both parties, specifying any such changes, fee adjustments, any adjustment in time of performance, or any other significant factors arising from the changes in the scope of Services.



## ATTACHMENT A

## STATE OF UTAH STANDARD TERMS AND CONDITIONS FOR SERVICES

26. **PERFORMANCE EVALUATION:** The State Entity may conduct a performance evaluation of Contractor's Services, including Contractor's Subcontractors, if any. Results of any evaluation may be made available to the Contractor upon Contractor's request.
27. **STANDARD OF CARE:** The Services of Contractor and its Subcontractors shall be performed in accordance with the standard of care exercised by licensed members of their respective professions having substantial experience providing similar services which similarities include the type, magnitude, and complexity of the Services that are the subject of this Contract. Contractor shall be liable to the State Entity and the State of Utah for claims, liabilities, additional burdens, penalties, damages, or third party claims (i.e. another Contractor's claim against the State of Utah), to the extent caused by wrongful acts, errors, or omissions that do not meet this standard of care.
28. **REVIEWS:** The State Entity reserves the right to perform plan checks, plan reviews, other reviews, and/or comment upon the Services of Contractor. Such reviews do not waive the requirement of Contractor to meet all of the terms and conditions of this Contract.
29. **ASSIGNMENT:** Contractor may not assign, sell, transfer, subcontract or sublet rights, or delegate any right or obligation under this Contract, in whole or in part, without the prior written approval of the State Entity.
30. **REMEDIES:** Any of the following events will constitute cause for the State Entity to declare Contractor in default of this Contract: (i) Contractor's non-performance of its contractual requirements and obligations under this Contract; or (ii) Contractor's material breach of any term or condition of this Contract. The State Entity may issue a written notice of default providing a ten (10) day period in which Contractor will have an opportunity to cure. Time allowed for cure will not diminish or eliminate Contractor's liability for damages. If the default remains, after Contractor has been provided the opportunity to cure, the State Entity may do one or more of the following: (i) exercise any remedy provided by law or equity; (ii) terminate this Contract; (iii) impose liquidated damages, if liquidated damages are listed in this Contract; (iv) debar/suspend Contractor from receiving future contracts from the State Entity or the State of Utah; or (v) demand a full refund of any payment that the State Entity has made to Contractor under this Contract for Services that do not conform to this Contract.
31. **FORCE MAJEURE:** Neither party to this Contract will be held responsible for delay or default caused by fire, riot, acts of God, and/or war which is beyond that party's reasonable control. The State Entity may terminate this Contract after determining such delay will prevent successful performance of this Contract.
32. **CONFIDENTIALITY:** If Confidential Information is disclosed to Contractor, Contractor shall: (i) advise its agents, officers, employees, partners, and Subcontractors of the obligations set forth in this Contract; (ii) keep all Confidential Information strictly confidential; and (iii) not disclose any Confidential Information received by it to any third parties. Contractor will promptly notify the State Entity of any potential or actual misuse or misappropriation of Confidential Information.
- Contractor shall be responsible for any breach of this duty of confidentiality, including any required remedies and/or notifications under applicable law. Contractor shall indemnify, hold harmless, and defend the State Entity and the State of Utah, including anyone for whom the State Entity or the State of Utah is liable, from claims related to a breach of this duty of confidentiality, including any notification requirements, by Contractor or anyone for whom the Contractor is liable.
- Upon termination or expiration of this Contract, Contractor will return all copies of Confidential Information to the State Entity or certify, in writing, that the Confidential Information has been destroyed. This duty of confidentiality shall be ongoing and survive the termination or expiration of this Contract.
33. **PUBLICITY:** Contractor shall submit to the State Entity for written approval all advertising and publicity matters relating to this Contract. It is within the State Entity's sole discretion whether to provide approval, which must be done in writing.
34. **CONTRACT INFORMATION:** INTENTIONALLY DELETED.
35. **INDEMNIFICATION RELATING TO INTELLECTUAL PROPERTY:** Contractor will indemnify and hold the State Entity and the State of Utah harmless from and against any and all damages, expenses (including reasonable attorneys' fees), claims, judgments, liabilities, and costs in any action or claim brought against the State Entity or the State of Utah for infringement of a third party's copyright, trademark, trade secret, or other proprietary right. The parties agree that if there are any limitations of Contractor's liability such limitations of liability will not apply to this section.
36. **OWNERSHIP IN INTELLECTUAL PROPERTY:** The State Entity and Contractor each recognizes that each has no right, title, interest, proprietary or otherwise in the intellectual property owned or licensed by the other, unless otherwise agreed upon by the parties in writing. All deliverables, documents, records, programs, data, articles, memoranda, and other materials not developed or licensed by Contractor prior to the execution of this Contract, but specifically created or manufactured under this Contract shall be considered work made for hire, and Contractor shall transfer any ownership claim to the State Entity.

## ATTACHMENT A

## STATE OF UTAH STANDARD TERMS AND CONDITIONS FOR SERVICES

37. **WAIVER:** A waiver of any right, power, or privilege shall not be construed as a waiver of any subsequent right, power, or privilege.
38. **ATTORNEY'S FEES:** INTENTIONALLY DELETED
39. **PROCUREMENT ETHICS:** Contractor understands that a person who is interested in any way in the sale of any supplies, services, construction, or insurance to the State of Utah is violating the law if the person gives or offers to give any compensation, gratuity, contribution, loan, reward, or any promise thereof to any person acting as a procurement officer on behalf of the State of Utah, or to any person in any official capacity participates in the procurement of such supplies, services, construction, or insurance, whether it is given for their own use or for the use or benefit of any other person or organization.
40. **DISPUTE RESOLUTION:** INTENTIONALLY DELETED.
41. **ORDER OF PRECEDENCE:** In the event of any conflict in the terms and conditions in this Contract, the order of precedence shall be: (i) this Attachment A; (ii) Contract Signature Page(s); (iii) the State of Utah's additional terms and conditions, if any; (iv) any other attachment listed on the Contract Signature Page(s); and (v) Contractor's terms and conditions that are attached to this Contract, if any. Any provision attempting to limit the liability of Contractor or limits the rights of the State Entity or the State of Utah must be in writing and attached to this Contract or it is rendered null and void.
42. **SURVIVAL OF TERMS:** Termination or expiration of this Contract shall not extinguish or prejudice the State Entity's right to enforce this Contract with respect to any default of this Contract or defect in the Services that has not been cured.
43. **SEVERABILITY:** The invalidity or unenforceability of any provision, term, or condition of this Contract shall not affect the validity or enforceability of any other provision, term, or condition of this Contract, which shall remain in full force and effect.
44. **ENTIRE AGREEMENT:** This Contract constitutes the entire agreement between the parties and supersedes any and all other prior and contemporaneous agreements and understandings between the parties, whether oral or written.

(Revision Date: 12 December 2019)

Attachment B  
**San Juan County Health Department  
Environmental Service Delivery Plan FY2024**

**Reporting**

An Annual Report on Performance and Expenditures (due August 15, 2024).

**Funding Sources**

**TOTAL: \$73,498**

**State**

General Funds: \$62,245

Local health departments receive quarterly payments from the Waste Tire Recycling Fund, distributed by the Division of Finance in the amount of \$5 per ton of waste tires that were reimbursed under applicable subsections of § 19-6-8 et al., to be allocated according to the recommendations of the Utah Association of Local Health Officers [see § 19-6-817(1)].

**NOTE: The following funding sources have restrictions; funds may solely be used for the purpose appropriated.**

**Federal**

Air Quality Compliance: \$3,000 CFDA# 66.605 – Performance Partnership Grant Award #BG 99847521

Drinking Water: \$1,628 (Sanitary Surveys & training) plus \$5,047 (Scope of Work) CFDA#66.605 – Performance Partnership Grant Award #BG 99847521

**Restricted**

Used Oil: \$1,078

Mercury and Other Water Quality: \$500

**Air Quality**

GOAL	OBJECTIVE	MEASURE	TO BE REPORTED
<p>Provide air quality information to the public.</p> <p>As appropriate, alert the Division of Air Quality to compliance issues.</p>	<p>Provide information to the public directly - through outreach activities, answers to questions, and/or printed information - and indirectly - via the Web and social media outlets.</p>	<p>A brief summary on how objectives were met. To the extent possible, provide the number of people reached.</p>	<p>Issues requiring action reported directly to Jay Morris, Assistant Director, at 801-413-6079 or <a href="mailto:jpmorris@utah.gov">jpmorris@utah.gov</a></p> <p>All other information, summarized annually, in conjunction with the End of Year Report.</p>
	<p>As appropriate, refer air quality compliance issues to Division of Air Quality staff.</p>	<p>Timely referral of issues. A brief summary of the types of issues handled directly as part of the annual report.</p>	

Drinking Water			
GOAL	OBJECTIVE	MEASURE	TO BE REPORTED
Maintain superior drinking water quality by ensuring adequate facilities, source protection and timely assistance to water system operators.	Provide service as outlined in the attached Drinking Water Scope of Work. (See Attachment B.5)		
Ensure that sanitary surveys are conducted using established forms and following established guidance protocol.	Conduct sanitary surveys for reimbursement (below) using established guidance protocols. Surveys are due to the Division within 30 days of completion. All surveys are to be completed and received by the Division by no later than October 31, 2023. Extension of the deadline needs to be approved by Division on case-by-case basis. The reimbursement amount for any surveys not completed will be subtracted from the February 2024 quarterly payment.	Number of systems surveyed.  Percent of systems with approved ratings.  Percent population served with approved ratings.	When surveys are performed.  Each survey report must be submitted to DDW within 30 days of survey.

UTAH 19071	SAND ISLAND RECREATION SITE	\$	456.00
UTAH 19079	BLUE MOUNTAIN RANCH RECREATION	\$	536.00
UTAH 19078	LA SAL BRANCH MEETING HOUSE	\$	536.00

**Executive Director's Office**

<b>GOAL</b>	<b>OBJECTIVE</b>	<b>MEASURE</b>	<b>TO BE REPORTED</b>
<p>DEQ has been delegated authority from the EPA to maintain and implement programs in conformance with federal laws, regulations, and conditions set forth in the following federal laws:</p> <ol style="list-style-type: none"> <li>1. Clean Water Act</li> <li>2. Safe Drinking Water Act</li> <li>3. Resource Conservation and Recovery Act</li> <li>4. Clean Air Act</li> <li>5. Pollution Prevention Act</li> <li>6. Toxic Substance Control Act</li> <li>7. National Environmental Policy Act</li> <li>8. Federal Insecticide, Fungicide, Rodenticide Act</li> </ol> <p>DEQ and the LHD coordinate efforts to protect the integrity of the regulatory process and ensure that enforcement actions are not put at risk due to technicalities that could have been addressed through coordination.</p>	<p>Title 19 indicates it is unlawful for any person to violate the provisions of Title 19 or the terms of any order or rule issued under it. The LHD will coordinate with either the DEQ Executive Director or a DEQ Division Director on anything that directly cites Title 19 and is the subject of a judicial (civil or criminal) enforcement process.</p>	<p>The LHD will coordinate with DEQ as situations arise.</p>	<p>Coordination efforts will be documented and submitted in the End of Year Report.</p>
<p>Environmental Justice is a rising issue across the country. DEQ and the LHD will coordinate efforts to provide public outreach and engagement to Environmental Justice communities.</p>	<p>The LHD will provide support to DEQ and DEQ Division's to provide public outreach and engagement to Environmental Justice communities.</p>	<p>The LHD will provide support to DEQ as public outreach and engagement activities arise.</p>	<p>Coordination efforts will be documented and submitted in the End of Year Report.</p>

Waste Management and Radiation Control			
GOAL	OBJECTIVE	MEASURE	TO BE REPORTED
<p>Protect public health and the environment from exposure to contamination caused by incidents or improper treatment, storage and disposal of solid and hazardous waste.</p>	<p><b>Investigate all incidents (e.g., spills and complaints) and allegations of solid waste and hazardous materials violations, including complaints the LHD and DWMRC receive from anonymous sources.</b></p> <ol style="list-style-type: none"> <li>1. For incidents that are resolved quickly, documentation should be submitted when the incident has been resolved.</li> <li>2. For incidents that require extended follow-up, documentation should be submitted periodically.</li> <li>3. Provide a written description of the incident and investigation process, including follow-up procedures and resolutions. For major problems, include photographs,</li> <li>4. Ensure that all incidents are investigated and verify the issues are being addressed in a timely and appropriate manner. If issues do not get resolved, ensure that appropriate enforcement actions are taken. Notify the DWMRC for any assistance needed.</li> </ol>	<p>Document:</p> <ul style="list-style-type: none"> <li>• Incidents responded to</li> <li>• Inspections conducted</li> <li>• Incidents resolved</li> </ul> <p>Submit documentation and photographs of investigations and resolutions of major problems in the annual report.</p>	<p>Annually, in conjunction with the End of Year Report.</p>

**Waste Management and Radiation Control**

GOAL	OBJECTIVE	MEASURE	TO BE REPORTED
<p>Protect public health and the environment from exposure to contamination caused by incidents or improper treatment, storage and disposal of solid and hazardous waste.</p>	<p>All staff responding to solid waste or hazardous materials questions attends and participates in a training session either electronically or in person if one is hosted by the DWMRC.</p>	<p>Attendance and participation in training.</p>	<p>Annually, in conjunction with the End of Year Report.</p>
<p>Reduce health and safety hazards from stockpiles of waste tires; promote waste tire recycling; and only allow disposal of waste tires when shredded to 6 in. square or smaller. See Utah Code Ann. §§ 19-6-802, 19-6-812(1)</p>	<p><b>Perform administrative duties in accordance with the Waste Tire Recycling Act.</b></p> <ol style="list-style-type: none"> <li>Develop regulations, application forms, and procedures for partial reimbursement [§§ 19-6-813(1), 19-6-818(1)] of: <ul style="list-style-type: none"> <li>Transportation and recycling of waste tires from a retail tire business</li> <li>Recycling or beneficial use of waste tires from an abandoned waste tire pile</li> <li>Recycling or beneficial use of waste tires from a non-abandoned waste tire pile [see §§ 19-6-809(1), (3), (4)]</li> </ul> </li> <li>Provide a written report and approval status for applications for reimbursement to the Division of Finance within 15 calendar days after receiving an application [§ 19-6-814]. <ul style="list-style-type: none"> <li>Evaluate reimbursement applications for compliance with § 19-6-810(1) for abandoned waste tire piles, including: providing an affidavit to the recycler that the</li> </ul> </li> </ol>	<p>Provide a copy of regulations, application forms, and procedures used to fulfill duties under the Waste Tire Recycling Act.</p> <p>Provide a log detailing the approvals sent to the Division of Finance in conjunction with the End of the Year report. Include details of on-site investigations for first-time waste tire recyclers applying for reimbursement.</p> <p>Quarterly reporting required by Utah Code Ann. § 19-6-817(2).</p>	<p>Quarterly reporting required by Utah Code Ann. § 19-6-817(2).</p> <p>The following in conjunction with the End of the Year Report:</p> <ul style="list-style-type: none"> <li>Copy of regulations, application forms, and procedures.</li> <li>Log detailing approvals send to the Division of Finance.</li> <li>Documentation of on-site investigations for first-time waste tire recyclers applying for reimbursement.</li> </ul>



**Waste Management and Radiation Control**

GOAL	OBJECTIVE	MEASURE	TO BE REPORTED
	<p>pile meets the definition of an abandoned waste tire pile [§ 19-6-803(1)]; and that the LHD has not been able to locate the responsible persons or cause the responsible persons to remove the pile.</p> <ul style="list-style-type: none"> <li>• Evaluate reimbursement applications for compliance with § 19-6-801(2) for waste tire piles that are not abandoned.</li> <li>• Evaluate applications for compliance with § 19-6-812 for reimbursement to landfill operators that dispose of waste tire shreds 6 in. square or smaller.</li> <li>• Conduct on-site investigations for first-time waste tire recyclers applying for reimbursement [§ 19-6-814(b)].</li> </ul> <p>3. Track amount of waste tires removed from abandoned piles and record the recycler that the tires are transported to; and provide a quarterly report to the DWMRC Director [§ 19-6-817(2)].</p>		

\*Acknowledge the authority of the County and Health Department to regulate the collection, transportation, and disposal of solid waste generated within its jurisdiction as provided for in Section 19-6-503, Utah Code Ann., 1953 as amended.

\*Acknowledge the authority of the County and Health Department to enact and enforce ordinances regarding the management of used oil as provided for in Section 19-6-723, Utah Code Ann., 1953 as amended.

**Waste Management and Radiation Control: Used Oil**

<b>GOAL</b>	<b>OBJECTIVE</b>	<b>MEASURE</b>	<b>TO BE REPORTED</b>
<p>Protect public health and the environment from exposure to contamination caused by incidents or improper treatment, storage, and disposal of used oil.</p>	<p><b>Inspect all used oil collection centers (UOCCs) every six months and submit an inspection report with photos documenting compliance.</b></p> <ol style="list-style-type: none"> <li>1. Document inspections on UOCC Inspection Form provided by Division of Waste Management and Radiation Control (DWMRC) either electronically or hardcopy:               <ol style="list-style-type: none"> <li>a. Ensure all inspection forms are completely filled out. Use N/A if not applicable.</li> <li>b. Annotate time spent to complete the inspection (include travel).</li> <li>c. Add comments, suggestions or issues in the comment section.</li> </ol> </li> <li>2. Attach a copy of photo(s) to each inspection form to document conditions and/or noncompliance and resolutions implemented.</li> <li>3. Gather ALL DIYer log sheets at UOCCs and submit with inspection forms and photo(s) even if only a few entries have been made.</li> </ol>	<p>Inspector will download the most current list of UOCCs for their inspection area via DEQ website. The number of UOCCs inspected versus the total universe goal is 100%.</p> <p>Complete inspection reports must include:</p> <ul style="list-style-type: none"> <li>• Inspection checklists,</li> <li>• Fully filled-out log sheets and Printed/labeled photographs of the each UOCC tank area.</li> </ul> <p>Documentation of any non-compliance and resolutions are annotated on the inspection form in the comment section.</p> <p><b>All UOCC Collection Center log sheets are collected during each inspection and submitted to DWMRC with your inspection reports.</b></p>	<p><b>UOCC inspection reports which include checklist, photos and log sheets submitted to the Division, semi-annually:</b></p> <ul style="list-style-type: none"> <li>• No later than Jan. 20 (for July – Dec. activity)</li> <li>• No later than July 20 (for Jan. – June activity)</li> </ul>
<p>Protect public health and the environment from exposure to contamination caused by incidents or improper treatment, storage, and disposal of used oil.</p>	<p><b>Investigate all incidents (e.g., spills and complaints) regarding used oil releases and allegations of used oil violations, including complaints the LHD and DWMRC receive from anonymous sources.</b></p>	<p>All incidents regarding used oil releases are listed on the Semi-Annual Used Oil Report Form</p> <p>Allegations for used oil violations are investigated and</p>	<p><b>Semi- annually on the UOCC Report Form:</b></p> <ul style="list-style-type: none"> <li>• No later than Jan. 20 (for July – Dec. activity)</li> <li>• No later than July 20 (for Jan. – June activity)</li> </ul>

Waste Management and Radiation Control: Used Oil			
GOAL	OBJECTIVE	MEASURE	TO BE REPORTED
	<ol style="list-style-type: none"> <li>For incidents that are resolved quickly, documentation should be submitted when the complaint has been resolved.</li> <li>For incidents that require extended follow-up, documentation should be submitted periodically.</li> <li>Provide a written description of the incident and investigation process, including follow-up procedures and resolutions. For major problems, include photographs.</li> <li>Ensure that all complaints are investigated and verify the issues are being addressed in a timely and appropriate manner. If issues do not get resolved, ensure that appropriate enforcement actions are taken. Notify the DWMRC for any assistance needed.</li> </ol>	<p>reported on Used Oil Report Form.</p> <p>Submit documentation and photographs of investigations and resolutions of major problems in the annual report.</p>	
Protect public health and the environment from exposure to contamination caused by incidents or improper treatment, storage, and disposal of used oil.	Perform public outreach promoting used oil recycling to public groups such as the Chamber of Commerce, high school automotive shops, fairs, official boards and other organizations.	Number of public education presentations performed.	<p><b>Semi- annually on the UOCC Report Form:</b></p> <ul style="list-style-type: none"> <li>No later than Jan. 20 (for July – Dec. activity)</li> <li>No later than July 20 (for Jan. – June activity)</li> </ul>
	All used oil staff attend and participate in the used oil training session either electronically or in person if one is hosted by the DWMRC.	Attendance and participation in used oil training by all personnel involved with used oil outreach.	Semi-annually on the Used Oil Report Form

## Water Quality

GOAL	OBJECTIVE	MEASURE	TO BE REPORTED
Effectively implement the small wastewater disposal system program to protect the environment and enhance relations with and support of local health department.	<p>Administer small wastewater disposal systems to comply with Utah Administrative Code R317-4 and local rules.</p> <ol style="list-style-type: none"> <li>1. Review, approve, and inspect all new, repairs, and alterations to both Conventional and Alternative onsite systems, including Holding Tanks.</li> <li>2. Conduct complaint investigations and pursue corrections of any onsite system failures.</li> <li>3. <b>Collect the \$40 for each new onsite wastewater system installed, and remit fees to DWQ by the 30<sup>th</sup> day of the month following the end of each quarter.</b></li> <li>4. Assure that all LHD staff involved in the review, approval, and inspection of onsite wastewater systems are trained and certified at the appropriate level per R317-11.</li> <li>5. Assure that all onsite system work is done by persons certified as appropriate according to R317-11.</li> </ol>	<ol style="list-style-type: none"> <li>1. Existence of plan review, perc test, soil log evaluation and inspection records.</li> <li>2. Number of systems approved broken out between conventional and alternative.</li> <li>3. Number of systems inspected.</li> <li>4. Total number of systems in county.</li> <li>5. Number of Holding Tank approvals issued.</li> <li>6. Number of complaint investigations conducted.</li> <li>7. Number and type of failures identified and/or corrected.</li> <li>8. Fees remitted quarterly to DWQ.</li> <li>9. All staff are certified per R317-11 and identified as being Level 2 or 3.</li> <li>10. All work is done by persons certified per R317-11.</li> </ol>	Annually, in conjunction with the End of Year Report.
Communication and Training	To remain effective and knowledgeable, DWQ and LHD will continue to participate and communicate in onsite program matters.	<ol style="list-style-type: none"> <li>1. DWQ will notify LHD by a means of communication, when a representative comes into the LHD area</li> </ol>	Annually, in conjunction with the End of Year Report.

**Water Quality**

GOAL	OBJECTIVE	MEASURE	TO BE REPORTED
		for onsite program business. 2. DWQ will be represented at all COWP meetings. 3. LHD will attempt to send a representative to COWP meetings. 4. A representative of DWQ will attend the annual Utah Onsite Wastewater Association conference. 5. LHD will attempt to send a representative to the Annual Utah Onsite Wastewater Association conference.	
Effectively implement and administer the Liquid Waste Program in the collection, storage, transportation and disposal of all sewage wastewater.	Administer the Liquid Waste Program per Utah Administrative Code R 317-550 to help prevent a public health hazard or nuisance or adversely affecting water quality.  1. Ensure every Liquid Waste Operation working within the boundaries of the LHD holds a valid operating permit. 2. Ensure that the disposal sites used by the Liquid Waste operators are maintained in a sanitary manner and adequate to receive and treat these wastes.	1. Maintain a list of all Liquid Waste operators currently permitted within the LHD jurisdiction. 2. LHD may conduct annual inspections on all the liquid waste trucks used by each operator. 3. Encourage the operator to obtain a surety bond issued by a corporate surety company. 4. LHD may inspect disposal sites used by the liquid waste operators, as determined as necessary.	Annually, in conjunction with the End of Year Report.

**Water Quality**

GOAL	OBJECTIVE	MEASURE	TO BE REPORTED
Identify and manage all pollution sources to insure continued beneficial uses of water and public health protection.	Notify DWQ of any new surface water and ground water pollution sources you become aware of.	<ol style="list-style-type: none"> <li>1. Number of uncontrolled pollution sources and spills identified and addressed or referred to DEQ.</li> <li>2. Number of fish kills investigated.</li> </ol>	Annually, in conjunction with the End of Year Report.

**Water Quality: Get the Mercury Out**

GOAL	OBJECTIVE	MEASURE	TO BE REPORTED
Encourage pollution prevention to Utah citizens through programs that target the reductions of special wastes.	<p>Contractor will serve as a collection center for citizens needing to dispose of mercury containing household products. Funds provided by DEQ cover mercury disposal up to \$500, through state contract with Clean Harbors</p> <p>Chuck Lawrence at Clean Harbors.                      (801)597-0283  <a href="mailto:lawrence.chuck@cleanharbors.com">lawrence.chuck@cleanharbors.com</a></p>	Pounds of mercury collected and properly disposed.	Annually, in conjunction with the End of Year Report.

## San Juan Health Department Scope of Work Guidance (FY24)

### Purpose

The purpose of this scope of work is to establish clear goals, objectives, measures, and reporting requirements that the Division of Drinking Water (DDW) and the Local Health Departments (LHDs) have agreed to guide our work together. DDW and the LHDs work in partnership to ensure that the public water systems can supply safe and reliable drinking water. LHDs serve the important role as both a local contact and support for public water systems throughout the State.

### Core Items

#### 1. Track, Manage, and Report on Threshold Systems

A threshold system is a water system that does not currently meet the state or federal definition of a public water system (eight service connections or 25 persons served for sixty days out of the year), but through development may meet that definition in the future. LHDs can notify DDW about a potential water system through the interactive form (<https://forms.gle/e5uNvxWWLCPBKRue6>). LHDs are encouraged to reach out to DDW for assistance or consultation on a potential public water system including on-site inspections or review of potential public or system type status.

LHD's, within their purview, will develop and implement procedures to identify drinking water service threshold systems/business. This can be achieved through planning and zoning notices, miscellaneous notifications, onsite wastewater permitting, and other methods. The procedures will ensure the LHD is aware of new developments outside of public water system boundaries. The LHD will work with DDW to track, monitor, and manage these developments and potential water systems, and will consult with DDW on each case whether a new system meets the PWS criteria or not. When a water system meets the requirements of a PWS, the LHD will report the system to DDW. When possible LHDs will assist in helping new systems meet the requirements set forth in their Initial Water System Order (*Welcome to the Club sic*).

**Goal:** LHD will be aware of the threshold for becoming a public water system to develop and implement procedures to trigger a review of any new development. Decrease public health gaps for residents receiving drinking water from a system that should be regulated by DDW.

**Objective:** The proliferation of small systems and large communities served water behind a master meter that are unknown to DDW, but should they be a PWS when there is a public health gap. Community development can also grow to cross the regulatory threshold. DDW needs LHD assistance to keep track of these localized types of situations and refer these systems to DDW for regulation when appropriate. The LHD and building authority is uniquely positioned to assist these systems in their transition to regulated PWSs.

**Measure:** Maintain an inventory of threshold systems and update their status annually.

**Report:** Notify DDW on or before the quarterly Action Compliance Strategy Meeting of threshold systems that meet the requirements of a PWS and provide the inventory of threshold systems LHD reviewed in the annual report.

## 2. Consultations with Public Water Systems

The LHD will consult with and provide assistance to local drinking water systems on unapproved or corrective action status, boil orders, notices of violation (NOV), system deficiencies, optimization and technical assistance, training and using WaterLink, and will support water systems performing Level 1 Assessments. The LHD will also confirm the deficiency and violation status of the public water system serving a proposed development and consult with DDW if capacity deficiencies are identified before the development is approved by the LHD. The LHD will inform DDW of concerns and questions received by PWSs to keep DDW aware of developing perceptions and concerns so that DDW can adjust training and outreach accordingly.

**Goal:** Provide local support for PWS compliance and optimization.

**Objective:** Ensure that each PWS has accurate, timely, and localized assistance to ensure their compliance with DDW regulations to protect public health.

**Measure:** Reduce the number of not approved PWSs, minimize the duration of and subsequent follow-up events that result from water system non-compliance.

**Report:** What the LHD is doing to encourage compliance with drinking water rules and standards. Report the number of systems LHD provided support or information to assist in Public Notifications and/or building permit denials due to drinking water deficiencies.

## 3. Emergency Response

The LHD will contact DDW, using the emergency response number, within 4 hours of any incident or emergency that may impact drinking water to ensure best practices will be used to protect public health. Leaving a voicemail on the DDW emergency response number will be sufficient notification in the event of an unanswered call. The LHD will coordinate efforts with DDW to determine what emergency situations they wish to participate in. DDW will notify and/or coordinate with the LHD on all Tier 1 and Maximum Contaminant Level (MCL) Public Notices. The LHD will work with DDW and the PWS on additional sampling requirements and reporting during drinking water emergencies.

**Goal:** Provide rapid and accurate response to protect public health.



**Objective:** Ensure that the public is quickly given accurate and consistent information. Participate in emergency response activities according to established protocols.

**Measure:** Response measures will be event specific.

**Report:** All emergency response activities and results, not already recorded in Waterlink, shall be tracked, managed, and reported to DDW by email per incident.

#### 4. Support Source Protection Programs

The LHD will support public water systems in their efforts to protect their drinking water sources through cooperation, coordination, and communication. Counties of the first and second class are statutorily required to develop and enforce source protection ordinances to protect watersheds, drinking water sources, and public health. Many counties that are not of the first or second class have recognized the value of protecting drinking water sources and have voluntarily implemented source protection ordinances as well. LHDs that have these ordinances will work with county code enforcement to encourage that these ordinances are enforced, consult with DDW whenever there is a change to their ordinance, and respond to DDW inquiries in a timely manner.

**Goal:** To protect the public drinking water supply from potential contamination sources.

**Objective:** To support PWS efforts to protect their sources through cooperation, coordination, and communication. The LHD has more authority than DDW within its local jurisdiction to make significant impacts on source protection. This could be through ordinance, plan review, density planning, coalitions, or other measures.

**Measure:** Document actions related to source protection ordinances such as identifying source protection zones of a PWS to identify properties with restricted activities such as onsite wastewater systems, ground heat source pump inquiries, watershed issues, etc., enforcement, public outreach and education, and other activities.

**Report:** All source protection activities LHDs are involved in shall be tracked, managed, and reported to DDW annually.

#### 5. Public Consultations and Media Inquiries

The LHD in coordination with DDW and the PWS will continue to provide accurate, timely, consistent messaging to the public concerning water systems within its boundaries and ensure that communication is in alignment with DDW programs, policies, and directive whenever practical. Media inquiries regarding public drinking water systems and supplies will be coordinated with DDW whenever practical. This coordination will follow the procedures outlined in the DEQ-LHD Notification Procedure.

**Goal:** To provide transparency to the public with respect to drinking water issues.

**Objective:** Ensure accurate, timely, and consistent messaging with respect to drinking water issues to the public and media.

**Measure:** Agree to participate and coordinate with DDW.

**Report:** Report the number of systems LHD provided support or information to assist in public consultations and media inquiries.

## 6. Investigative Sampling

**Goal:** To reduce the duration of public health concerns, DDW may request the support of LHDs to collect samples. DDW will work with LHDs on which samples are needed and laboratory costs.

**Objective:** To quickly identify the root cause of specific public health concerns.

**Measure:** Number and type of samples collected for each specific event.

**Report:** Number and type of investigative PWS samples collected in relation to any specific event that the DDW requests, along with any correlation between samples collected and issues identified.

## 7. Sanitary Survey Training and Pre-site visit Waterlink Facility Review

**Goal:** Improve accuracy and consistency of site visit inspections

**Objective:** All surveyors attend annual training virtual sessions and in-person support sessions. The in-person session will function as a day to cover questions and answers, and/or the DDW trainer can shadow the LHD surveyors on a site inspection.

**Measure:** Each surveyor will complete both in-person and virtual recordings (\$100 compensation per surveyor)

**Report:** DDW will track virtual training participation using the Webex software.

## 8. Operator Certification

**Goal:** Help DDW ensure that all PWS have a certified operator.

**Objective:** Provide location and proctor for operator certification examinations and help to identify certified operators when a system is without one.

**Measure:** Number of tests proctored.

**Report:** Number of tests proctored.

## 9. Support Backflow and Cross Connection Programs

**Goal:** Prevent contamination of public drinking water supply from cross connections or backflow events.

**Objective:** Support local backflow and cross connection control programs.

**Measure:** LHD specific actions

**Report:** Annually report on LHD specific actions.

**ATTACHMENT C  
SUBAWARD TERMS AND CONDITIONS**

This contract is a subaward from Federal funds. You are responsible to comply with the following Federal requirements as applicable.

<b>TO BE FILLED OUT BY ENVIRONMENTAL QUALITY:</b>			
Federal Agency	<u>Environmental Protection Agency</u>		
Project Title	<u>Performance Partnership Grant</u>	Assistance Program	<u>66.605</u>
Award Name	<u>Performance Partnership Grant</u>	Award #	<u>BG 99847521</u>
Award Date (MM/DD/YYYY)	<u>09/24/2020</u>		
Total Federal Award Amount Obligated this action(contract)	<u>\$9,675</u>		
Total of current & prior funds committed under this contract	<u>\$9,675</u>		
Expected future commitments under this contract	<u>\$</u>		
Research & Development (RND)	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>	
Will Indirect Costs Be Charged	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>	If yes, what is the approved Rate? <u>                    </u>

<b>TO BE FILLED OUT BY CONTRACTOR:</b>	
Subrecipient Name	<u>San Juan County Public Health Department</u>
Unique Entity ID (UEI) (replaced DUNS#)	<u>WCVABP2FEVA2</u>
Zip + 4 No.	<u>84535</u>
In the preceding fiscal year were your annual Federal revenues:	
Greater than \$25,000,000?	YES <input type="checkbox"/> NO <input type="checkbox"/>
Greater than 80% of your total revenue?	YES <input type="checkbox"/> NO <input type="checkbox"/>
If you answer yes to both of these questions, please see section O. for further guidance.	

**Contractor Requirements:**

- A. The contractor will comply with the following: (1) all applicable provisions of 40 CFR Parts 29, 31, 34, and 35 (if applicable), OMB Circulars A-102, A-133 and 2 CFR, Part 225 and (2) any terms and conditions set forth in this assistance agreement or assistance amendment.
- B. The Project Work Plan is the work plan for this award. Performance will be evaluated consistent with the Policy on Performance Based Assistance dated May 31, 1985.
- C. The contractor agrees to ensure that all requisitions for conference, meeting, convention, or training space funded in whole or in part with Federal funds comply with the Hotel and Motel Fire Safety Act of 1990.
- D. At the conclusion of the contract, the contractor must notify DEQ of any property acquired or inventions (EPA Form 3340-3) with funds from the contract.

## ATTACHMENT C SUBAWARD TERMS AND CONDITIONS

E. The chief executive officer of this contractor shall ensure that no grant funds awarded under this assistance agreement are used to engage in lobbying of the Federal Government or in litigation against the United States unless authorized under existing law. The contractor shall abide by its respective OMB Circular (A-21, A-87, or A-122), which prohibits the use of federal grant funds for litigation against the United States or for lobbying or other political activities.

F. Contractor shall fully comply with Subpart C of 2 CFR Part 180 and 2 CFR Part 1532, entitled “Responsibilities of Participants Regarding Transactions (Doing Business with Other Persons).” Contractor is responsible for ensuring that any lower tier covered transaction as described in Subpart B of 2 CFR Part 180 and 2 CFR Part 1532, entitled “Covered Transactions,” includes a term or condition requiring compliance with Subpart C. Contractor is responsible for further requiring the inclusion of a similar term or condition in any subsequent lower tier covered transactions. Contractor acknowledges that failing to disclose the information as required at 2 CFR 180.335 may result in the delay or negation of this assistance agreement, or pursuance of legal remedies, including suspension and debarment.

Contractor may access the Excluded Parties List System at [www.epls.gov](http://www.epls.gov). This term and condition supersedes EPA Form 5700-49, “Certification Regarding Debarment, Suspension, and Other Responsibility Matters.”

G. The contractor of this DEQ subaward must make an ongoing, good faith effort to maintain a drug-free workplace pursuant to the specific requirements set forth in Title 2 CFR Part 1536 Subpart C. Additionally, in accordance with these regulations, the contractor must identify all known workplaces under its federal awards, and keep this information on file during the performance of the award.

Those recipients who are individuals must comply with the drug-free provisions set forth in Title 2 CFR Part 1536 Subpart C.

The consequences for violating this condition are detailed under Title 2 CFR Part 1536 Subpart E. Recipients can access the Code of Federal Regulations (CFR) Title 2 Part 1536 at <http://ecfr.gpoaccess.gov/cgi/t/text/text-idx?c=ecfr&sid=701081165f70316effa8ebf67df73de0&rgn=div5&view=text&node=2:1.2.11.11.2&idno=2>.

- H. 1. The contractor agrees to:
- (a) Establish all subaward agreements in writing;
  - (b) Maintain primary responsibility for ensuring successful completion of the DEQ-approved project (this responsibility cannot be delegated or transferred to a subrecipient);
  - (c) Ensure that any subawards comply with the standards in Section 210(a)-(d) of OMB Circular A-133 and are not used to acquire commercial goods or services for the contractor;
  - (d) Ensure that any subawards are awarded to eligible subrecipients and that proposed subaward costs are necessary, reasonable, and allocable;
  - (e) Ensure that any subawards to 501(c)(4) organizations do not involve lobbying activities;
  - (f) Monitor the performance of their recipients and ensure that they comply with all applicable regulations, statutes, and terms and conditions which flow down in the subaward;
  - (g) Obtain DEQ’s consent before making a subaward to a foreign or international organization, or a subaward to be performed in a foreign country; and
  - (h) Obtain approval from DEQ for any new subaward work that is not outlined in the approved work plan in accordance with 40 CFR Parts 30.25 and 31.30, as applicable.
2. Any questions about subrecipient eligibility or other issues pertaining to subawards should be addressed to the contractor’s DEQ Project Officer. Additional information regarding subawards may be found at <http://www.epa.gov/ogd/guide/subaward-policy-part-2.pdf>. Guidance for distinguishing between vendor and subrecipient relationships and ensuring compliance with Section 210(a)-(d) of OMB Circular A-133 can be found at <http://www.epa.gov/ogd/guide/subawards-appendix-b.pdf> and <http://www.whitehouse.gov/omb/circulars/a133/a133.html>. The contractor is responsible for selecting its subrecipients and, if applicable, for conducting subaward competitions.

I. Management fees or similar charges in excess of the direct costs and approved indirect rates are not allowable. The term "management fees or similar charges" refers to expenses added to the direct costs in order to accumulate and reserve

## ATTACHMENT C SUBAWARD TERMS AND CONDITIONS

funds for ongoing business expenses, unforeseen liabilities, or for other similar costs which are not allowable under this assistance agreement. Management fees or similar charges may not be used to improve or expand the project funded under this agreement, except to the extent authorized as a direct cost of carrying out the scope of work.

J. In accordance with Section 6002 of the Resource Conservation and Recovery Act (RCRA) (42 U.S.C. 6962) any State agency or agency of a political subdivision of a State which is using appropriated Federal funds shall comply with the requirements set forth. Regulations issued under RCRA Section 6002 apply to any acquisition of an item where the purchase price exceeds \$10,000 or where the quantity of such items acquired in the course of the preceding fiscal year was \$10,000 or more. RCRA Section 6002 requires that preference be given in procurement programs to the purchase of specific products containing recycled materials identified in guidelines developed by EPA. These guidelines are listed in 40 CFR 247.

K. In accordance with OMB Circular A-133, which implements the Single Audit Act, the contractor hereby agrees to obtain a single audit from an independent auditor, if it expends \$750,000 or more in total Federal funds in any fiscal year. Within nine months after the end of a contractor's fiscal year or 30 days after receiving the report from the auditor, the contractor shall submit the SF-SAC and a Single Audit Report Package. **The contractor MUST** submit the SF-SAC and a Single Audit Report Package, using the Federal Audit Clearinghouse's Internet Data Entry System. Complete information on how to accomplish the single audit submissions, you will need to visit the Federal Audit Clearinghouse Web site: <http://harvester.census.gov/fac/>. The contractor shall also submit a copy of the single audit report to DEQ.

### L. Universal Identifier Requirements.

1. Requirement for Data Universal Numbering System (DUNS) numbers. The contractor is required to have a DUNS number and provide it to DEQ.

2. Definitions. For purposes of this award term:

a. Data Universal Numbering System (DUNS) number means the nine-digit number established and assigned by Dun and Bradstreet, Inc. (D&B) to uniquely identify business entities. A DUNS number may be obtained from D&B by telephone (currently 866-705-5711) or the Internet (currently at <http://fedgov.dnb.com/webform>).

b. Entity, as it is used in this award term, means all of the following, as defined at 2 CFR part 25, subpart C:

1. A Governmental organization, which is a State, local government, or Indian tribe;
2. A foreign public entity;
3. A domestic or foreign nonprofit organization;
4. A domestic or foreign for-profit organization; and
5. A Federal agency, but only as a subrecipient under an award or subaward to a non-Federal entity.

c. Subaward:

1. This term means a legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that you as the contractor award to an eligible subrecipient.

2. The term does not include your procurement of property and services needed to carry out the project or program (for further explanation, see Sec. --.210 of the attachment to OMB Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations").

3. A subaward may be provided through any legal agreement, including an agreement that you consider a contract.

d. Subrecipient means an entity that:

1. Receives a subaward from you under this award; and
2. Is accountable to you for the use of the Federal funds provided by the subaward

## ATTACHMENT C SUBAWARD TERMS AND CONDITIONS

M. Congress has prohibited EPA from using its FY 2011 appropriations to provide funds to the Association of Community Organizations for Reform Now (ACORN) or any of its subsidiaries. None of the funds provided under this agreement may be used for subawards/subgrants or contracts to ACORN or its subsidiaries. Recipients should direct any questions about this prohibition to DEQ.

### N. DBE REPORTING

#### GENERAL COMPLIANCE, 40 CFR, Part 33

The contractor agrees to comply with the requirements of EPA's Program for Utilization of Small, Minority and Women's Business Enterprises (MBE/WBE) in procurement under assistance agreements, contained in 40 CFR, Part 33.

#### FAIR SHARE OBJECTIVES, 40 CFR, Part 33, Subpart D

Current Fair Share Objective/Goal

Utah Department of Environmental Quality has negotiated the following, applicable MBE/WBE fair share objectives/goals with EPA as follows:

MBE: CONSTRUCTION 4.0%; SUPPLIES .25%; SERVICES .5%; EQUIPMENT .25%

WBE: CONSTRUCTION 2.0% SUPPLIES .25%; SERVICES .5%; EQUIPMENT .25%

#### SIX GOOD FAITH EFFORTS, 40 CFR, Part 33, Subpart C

Pursuant to 40 CFR, Section 33.301, the contractor agrees to make the following good faith efforts whenever procuring construction, equipment, services and supplies under a DEQ subaward, and to ensure that sub-recipients, loan recipients, and prime contractors also comply. Records documenting compliance with the six good faith efforts shall be retained:

- (1) Ensure DBEs are made aware of contracting opportunities to the fullest extent practicable through outreach and recruitment activities. For Indian Tribal, State and Local and Government recipients, this will include placing DBEs on solicitation lists and soliciting them whenever they are potential sources.
- (2) Make information on forthcoming opportunities available to DBEs and arrange time frames for contracts and establish delivery schedules, where the requirements permit, in a way that encourages and facilitates participation by DBEs in the competitive process. This includes, whenever possible, posting solicitations for bids or proposals for a minimum of 30 calendar days before the bid or proposal closing date.
- (3) Consider in the contracting process whether firms competing for large contracts could subcontract with DBEs. For Indian Tribal, State and local Government recipients, this will include dividing total requirements when economically feasible into smaller tasks or quantities to permit maximum participation by DBEs in the competitive process.
- (4) Encourage contracting with a consortium of DBEs when a contract is too large for one of these firms to handle individually.
- (5) Use the services and assistance of the SBA and the Minority Business Development Agency of the Department of Commerce.
- (6) If the prime contractor awards subcontracts, require the prime contractor to take the steps in paragraphs (a) through (e) of this section.

#### MBE/WBE REPORTING, 40 CFR, Part 33, Sections 33.502 and 55.503

The contractor agrees to complete and submit EPA Form 5700-52A, "MBE/WBE Utilization Under Federal Grants, Cooperative Agreements and Interagency Agreements" beginning with the Federal fiscal year reporting period the contractor receives the award, and continuing until the contract is completed. Only procurements with

## ATTACHMENT C SUBAWARD TERMS AND CONDITIONS

certified MBE/WBEs are counted toward a contractor's MBE/WBE accomplishments. The reports must be submitted periodically as required.

Reports should be submitted to DEQ. Final MBE/WBE reports must be submitted within 45 days after the contract ends.

EPA Form 5700-52A may be obtained from the EPA Office of Small Business Program's Home Page on the Internet at [www.epa.gov/osbp](http://www.epa.gov/osbp).

### CONTRACT ADMINISTRATION PROVISIONS, 40 CFR, Section 33.302

The contractor agrees to comply with the contract administration provisions of 40 CFR, Section 33.302.

### BIDDERS LIST, 40 CFR, Section 33.501(b) and (c)

Recipients of a Continuing Environmental Program Grant or other annual reporting grant, agree to create and maintain a bidders list. Recipients of an EPA financial assistance agreement to capitalize a revolving loan fund also agree to require entities receiving identified loans to create and maintain a bidders list if the contractor of the loan is subject to, or chooses to follow, competitive bidding requirements. Please see 40 CFR, Section 33.501 (b) and (c) for specific requirements and exemptions.

### O. COMPENSATION REPORTING

#### 1. Reporting Total Compensation of Contractor Executives.

a. Applicability and what to report. You must report total compensation for each of your five most highly compensated executives for the preceding completed fiscal year, if --

1. the total Federal funding authorized to date under this subaward is \$25,000 or more;
2. in the preceding fiscal year, you received—
  - (i) 80 percent or more of your annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and
  - (ii) \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and
3. The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/excomp.htm>.)

b. Where and when to report. You must report executive total compensation described in paragraph 1.a. of this award term:

1. To the Department Environmental Quality (DEQ).
2. By the end of the month following the month in which this award is made, and annually thereafter.

#### 2. Reporting of Total Compensation of Subrecipient Executives.

a. Applicability and what to report. Unless you are exempt as provided in paragraph d. of this award term, for each first-tier subrecipient under this award, you shall report the names and total compensation of each of the subrecipient's five most highly compensated executives for the subrecipient's preceding completed fiscal year, if --

1. in the subrecipient's preceding fiscal year, the subrecipient received—
  - (i) 80 percent or more of its annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and
  - (ii) \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts), and Federal financial assistance subject to the Transparency Act (and subawards); and



## ATTACHMENT C

### SUBAWARD TERMS AND CONDITIONS

2. The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/execomp.htm>.)
- b. Where and when to report. You must report subrecipient executive total compensation described in paragraph c.1. of this award term:
1. To DEQ.
  2. By the end of the month following the month during which you make the subaward. For example, if a subaward is obligated on any date during the month of October of a given year (i.e., between October 1 and 31), you must report any required compensation information of the subrecipient by November 30 of that year.
3. Exemptions. If, in the previous tax year, you had gross income, from all sources, under \$300,000, you are exempt from the requirements to report:
- a. subawards,  
and
  - b. the total compensation of the five most highly compensated executives of any subrecipient.
4. Definitions. For purposes of this award term:
- a. Entity means all of the following, as defined in 2 CFR part 25:
    1. A Governmental organization, which is a State, local government, or Indian tribe;
    2. A foreign public entity;
    3. A domestic or foreign nonprofit organization;
    4. A domestic or foreign for-profit organization;
    5. A Federal agency, but only as a subrecipient under an award or subaward to a non-Federal entity.
  - b. Executive means officers, managing partners, or any other employees in management positions.
  - c. Subaward:
    1. This term means a legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that you as the recipient award to an eligible subrecipient.
    2. The term does not include your procurement of property and services needed to carry out the project or program (for further explanation, see Sec. --.210 of the attachment to OMB Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations").
    3. A subaward may be provided through any legal agreement, including an agreement that you or a subrecipient considers a contract.
  - d. Subrecipient means an entity that:
    1. Receives a subaward from you (the recipient) under this award; and
    2. Is accountable to you for the use of the Federal funds provided by the subaward.
  - e. Total compensation means the cash and noncash dollar value earned by the executive during the recipient's or subrecipient's preceding fiscal year and includes the following (for more information see 17 CFR 229.402(c)(2)):
    1. *Salary and bonus*.
    2. *Awards of stock, stock options, and stock appreciation rights*. Use the dollar amount recognized for financial statement reporting purposes with respect to the fiscal year in accordance with the Statement of Financial Accounting Standards No. 123 (Revised 2004) (FAS 123R), Shared Based Payments.
    3. *Earnings for services under non-equity incentive plans*. This does not include group life, health, hospitalization or medical reimbursement plans that do not discriminate in favor of executives, and are available generally to all salaried employees.



**ATTACHMENT C**  
**SUBAWARD TERMS AND CONDITIONS**

4. *Change in pension value.* This is the change in present value of defined benefit and actuarial pension plans.
5. *Above-market earnings on deferred compensation which is not tax-qualified.*
6. Other compensation, if the aggregate value of all such other compensation (e.g. severance, termination payments, value of life insurance paid on behalf of the employee, perquisites or property) for the executive exceeds \$10,000

P. Funds cannot be used for receptions, banquets and similar activities unless the events are described in the approved work plan. If an event is not in the work plan, the recipient agrees to obtain prior approval from the Department of Environmental Quality.

**Prohibition on Certain Telecommunications and Video Surveillance Services or Equipment (Effective 8/13/2020):**

This term and condition implements 2 CFR 200.216 and is effective for obligations and expenditures of EPA financial assistance funding on or after 8/13/2020.

As required by 2 CFR 200.216, EPA recipients and subrecipients, including borrowers under EPA funded revolving loan fund programs, are prohibited from obligating or expending loan or grant funds to procure or obtain; extend or renew a contract to procure or obtain; or enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that use covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. As described in Public Law 115-232, section 889, covered telecommunications equipment is telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities). Recipients, subrecipients, and borrowers also may not use EPA funds to purchase:

- a. For the purpose of public safety, security of government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities).
- b. Telecommunications or video surveillance services provided by such entities or using such equipment.
- c. Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of the National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country.

Consistent with 2 CFR 200.471, costs incurred for telecommunications and video surveillance services or equipment such as phones, internet, video surveillance, and cloud servers are allowable except for the following circumstances:

- a. Obligating or expending EPA funds for covered telecommunications and video surveillance services or equipment or services as described in 2 CFR 200.216 to:
  - (1) Procure or obtain, extend or renew a contract to procure or obtain;
  - (2) Enter into a contract (or extend or renew a contract) to procure; or
  - (3) Obtain the equipment, services, or systems.

Certain prohibited equipment, systems, or services, including equipment, systems, or services produced or provided by entities identified in section 889, are recorded in the System for Award Management exclusion list.

UTAH DEPARTMENT OF ENVIRONMENTAL QUALITY  
FEDERAL SUBRECIPIENT VERSUS VENDOR DETERMINATION  
Reference OMB Circular A-133

Contract Name: <u>Local Health Department Workplans</u>	Prepared By: <u>Sarah Ward</u>
Assistance Program: <u>66.605</u>	Date: <u>May 22, 2023</u>

Subrecipient and Vendor Determinations

General: A contractor may be a subrecipient or a vendor. Federal awards expended as a subrecipient would be subject to audit under this part. The payments received for goods or services provided as a vendor would not be considered Federal awards. The guidance below should be considered in determining whether payments constitute a Federal award or a payment for goods and services.

SUBRECIPIENT/VENDOR CHECKLIST (check YES or NO for each statement)

Characteristics indicative of a Federal award received by a subrecipient are when the organization:

- | YES                                 | NO                                  |  |
|-------------------------------------|-------------------------------------|--|
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | 1. Determines who is eligible to receive what Federal financial assistance   |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | 2. Has its performance measured against whether the objectives of the Federal program are met  |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | 3. Has responsibility for programmatic decision making   |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | 4. Has responsibility for adherence to applicable Federal program compliance requirements  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | 5. Uses the Federal funds to carry out a program of the organization as compared to providing goods or services for a program of the pass-through entity |

Characteristics indicative of a vendor for payment of goods and services are when the organization:

- | YES                                 | NO                                  |  |
|-------------------------------------|-------------------------------------|--|
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | 6. Provides the goods and services within normal business operations                     |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | 7. Provides similar goods or services to many different purchasers                       |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | 8. Operates in a competitive environment   |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | 9. Provides goods or services that are ancillary to the operation of the Federal program |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | 10. Is not subject to compliance requirements of the Federal program                     |

Use of judgment in making determination: There may be unusual circumstances or exceptions to the listed characteristics. In making the determination of whether a subrecipient or vendor relationship exists, the substance of the relationship is more important than the form of the agreement. It is not expected that all of the characteristics will be present and judgment should be used in determining whether an entity is a subrecipient or vendor.

Judgment and Factors Used to Make Determination:

Determination:  Subrecipient  Vendor

(If the contractor is determined to be a Subrecipient, the Subaward Terms and Conditions must be an attachment to the contract. Also, review the requirements on page 2 of this document.) **Subrecipient contracts require a Risk Assessment and related monitoring activities. See Risk Assessment form on the Innerweb under Finance/Contracts.**

Note: This form applies only to contracts/agreements that are partially or fully funded by Federal money.

If the contractor is determined to be a Subrecipient, the following must be adhered to:

DEQ responsibilities as the pass-through entity: A pass-through entity shall perform the following for the Federal awards it makes:

- (1) Identify Federal awards made by informing each subrecipient of CFDA title and number, award name and number, award year, if the award is R&D, and name of Federal agency. When some of this information is not available, the pass-through entity shall provide the best information available to describe the Federal award. This information needs to be included in the contract (i.e. in attachment B).
- (2) Advise subrecipients of requirements imposed on them by Federal laws, regulations, and the provisions of contracts or grant agreements as well as any supplemental requirements imposed by the pass-through entity. This information also needs to be included in the contract.
- (3) Monitor the activities of subrecipients as necessary to ensure that Federal awards are used for authorized purposes in compliance with laws, regulations, and the provisions of contracts or grant agreements and that performance goals are achieved. These activities need to be documented in the contract file.
- (4) Ensure that subrecipients expending \$500,000 or more in Federal awards during the subrecipient's fiscal year have met the audit requirements of this part for that fiscal year. Obtain a single audit report and review for applicable findings.
- (5) Issue a management decision on audit findings within six months after receipt of the subrecipient's audit report and ensure that the subrecipient takes appropriate and timely corrective action.
- (6) Consider whether subrecipient audits necessitate adjustment of the pass-through entity's own records.
- (7) Require each subrecipient to permit the pass-through entity and auditors to have access to the records and financial statements as necessary for the pass-through entity to comply with this part. This requirement is in the State Standard Terms and Conditions; if using other terms and conditions include this as part of the contract.

If grant is subject to FFATA (new federal awards to DEQ after 9/30/10) the following apply:

- (8) Ensure that subrecipients have provided a DUNS (Data Universal Numbering System) number. A DUNS number is provided by Dun and Bradstreet, Inc. (D&B). A subaward cannot be made without this number.
- (9) Report each contract \$25,000 or more to [www.fsrs.gov](http://www.fsrs.gov). FSRS is the Federal Funding Accountability and Transparency Act (FFATA) Subaward Reporting System. Report subaward information no later than the end of the month following the month in which the obligation was made.

Note: This form applies only to contracts/agreements that are partially or fully funded by Federal money.

		State Contract # _____ Assigned by the Division of Finance or Purchasing
<b>STATE OF UTAH CONTRACT COVER SHEET</b>		
This contract is entered into as a result of:		
<input type="checkbox"/> The procurement process on Bid /RFP # _____		
<input type="checkbox"/> The procurement process on Requisition # _____ FY _____		
<input type="checkbox"/> Pre-approved sole source (approval attached) _____		
<input type="checkbox"/> Agency grant, land purchase, DAS-Purchasing delegation		
<input checked="" type="checkbox"/> Contract with other state agency or political subdivision		
<input type="checkbox"/> Under \$5,000 (total amount for contract period)		
<input type="checkbox"/> Agency exemption from DAS-purchasing approval LPD169		
<input type="checkbox"/> Revenue agreement		

1. Agency Name UTAH DEPARTMENT OF ENVIRONMENTAL QUALITY  
Agency Code 480
2. General Purpose of Contract:  
To pay fixed dollar amount for work detailed in Attachment B (Service Delivery Plan) and Attachment B.5 (Drinking Water Scope of Work)
3. Contractor Name San Juan Public Health Department
4. Contract Period: Effective date 07/01/23 Termination date 06/30/24  
(mm/dd/yy) (mm/dd/yy)
5. Authorized Amount: \$73,498
6. Vendor # 06866HL
7. Commodity Code(s) 92535

COMMENTS:     
-------------------------------

**UTAH DEPARTMENT OF ENVIRONMENTAL QUALITY  
CONTRACT SUMMARY PAGE - FOR DEPARTMENT USE ONLY - NOT PART OF CONTRACT**

		LEGAL STATUS OF CONTRACTOR: LG <input checked="" type="checkbox"/> State or Local Government CU <input type="checkbox"/> College or University NP <input type="checkbox"/> Non-Profit Corporation CC <input type="checkbox"/> For-Profit Corporation OT <input type="checkbox"/> Other
DEPARTMENT OF ENVIRONMENTAL QUALITY INFORMATION:  Division: _____  Office: _____	NAME OF CONTRACT: <u>LHD Environmental Services</u> Name of Contractor: <u>San Juan Public Health Department</u> Address: <u>735 South 200 West Suite #2</u> <u>Blanding, Utah 84535</u>  DUNS # (if applicable) <u>070018296</u> UEI # <u>WCVABP2FEVA2</u>	

**CONTRACT PROVISIONS:** (Select 1 or 2; select 3 if applicable)

- X 1. Vendor Contract - Contractor provides goods or services.
  - X Standard Terms and Conditions used as Attachment A in Contract.
  - Other approved provisions used as Attachment A in Contract.
  
- X 2. Subrecipient Contract - Contractor carries out grant program.
  - X Standard Terms and Conditions used as Attachment A in Contract *and* DEQ Subaward Terms and Conditions used as additional attachment.
  - Other approved provisions used as additional attachment.

**Source of Funds:**

Contract Allocation Sheet										
San Juan County Health Department								FFY24		
	State/Federal	C DFA#	Fund	Agency	Unit	Appr Unit	Object	Prog	Func	Amount
Environmental Services	State		1000	480	1450	NAB	7303			\$62,245
AQ Compliance	Federal		1000	480	2621	NDC		2AP21		\$3,000
Drinking Water	Federal	66.605	1000	480	3800	NFB	7303	3PW21	N/A	\$6,675
Used Oil Funds	State		1000	480	6420	NGG			66UOIL	\$1,078
Mercury	State	N/A	1000	480	7731	NEB	7303			\$500
<b>San Juan County Health Department Total</b>										<b>\$73,498</b>



## COMMISSION STAFF REPORT

**MEETING DATE:** July 13, 2023

**ITEM TITLE, PRESENTER:** Approval of Local Health Dept WIC Program - San Juan Amendment 6 by Grant Sunada, Public Health Director

**RECOMMENDATION:** Approval

### SUMMARY

The purpose of this Contract is to support San Juan Public Health's delivery of the Women Infant and Children (WIC) Program, which serves recent mothers, expectant mothers, and children under 5 years old who are low income (see attached income guidelines). The purpose of this funding is to provide nutrition education to all adult participants, to parents or guardians of child participants and, when applicable, to child participants in order to conform to the state and local Nutrition Education Plans and to USDA Regulations.

Current federal funding levels are a reflection of WIC enrollment numbers two years prior. Supplementing decreases in federal funding with current local funding will enable us to use innovative approaches to increase enrollment and qualify for additional federal funding in two years.

### HISTORY/PAST ACTION

Approval.

### FISCAL IMPACT

The funding amount will be by \$6,770 in federal funds. New total funding is \$122,895 (compared to \$119,589) for the current fiscal year, October 1, 2022 to September 30, 2023. The federally reimbursable funding includes \$116,125 for WIC operational activities (i.e., Nutrition Service Administration that includes breastfeeding promotion, nutrition education, administration, client services, technology services) and \$3,464 for Peer Counseling in the current fiscal year.



## UTAH DEPARTMENT OF HEALTH & HUMAN SERVICES CONTRACT AMENDMENT

PO Box 144003, Salt Lake City, Utah 84114  
288 North 1460 West, Salt Lake City, Utah 84116

2026713  
Department Log Number

202700369  
State Contract Number

1. **CONTRACT NAME:** The name of this contract is Local Health Dept WIC Program - San Juan Amendment 6.
2. **CONTRACTING PARTIES:** This contract amendment is between the Utah Department of Health & Human Services (DEPARTMENT) and San Juan County (CONTRACTOR).

**PAYMENT ADDRESS**

San Juan County  
735 S 200 W, Ste 2  
Blanding UT, 84511

**MAILING ADDRESS**

San Juan County  
735 S 200 W, Ste 2  
Blanding UT, 84511

**Vendor ID:** 06866HL  
**Commodity Code:** 99999

3. **PURPOSE OF CONTRACT AMENDMENT:** The purpose of this amendment is to increase the NSA funding for FFY 2023.
4. **CHANGES TO CONTRACT:**

1. The contract amount is being changed. The original amount was \$511,886. The funding amount will be increased by \$6,770 in federal funds. New total funding is \$518,656.
2. Attachment A, effective 06/01/2023, is replacing Attachment A, which was effective 10/01/2022.

UEI: WCVABP2FEVA2

Indirect Cost Rate: 0%

Add

Federal Program Name:	Women Infants and Children	Award Number:	6UT700709
Name of Federal Awarding Agency:	USDA - Food and Nutrition Services	Federal Award Identification Number:	236UT709W1003
Assistance Listing:	WOMEN INFANTS AND CHILDREN	Federal Award Date:	5/3/2023
Assistance Listing Number:	10.557	Funding Amount:	\$1027

Add

Federal Program Name:	Women Infants and Children	Award Number:	6UT700709
-----------------------	----------------------------	---------------	-----------

	Children		
Name of Federal Awarding Agency:	USDA - Food and Nutrition Services	Federal Award Identification Number:	236UT709W1003
Assistance Listing:	WOMEN INFANTS AND CHILDREN	Federal Award Date:	5/3/2023
Assistance Listing Number:	10.557	Funding Amount:	\$301

Add

Federal Program Name:	Women Infants and Children	Award Number:	6UT700709
Name of Federal Awarding Agency:	USDA - Food and Nutrition Services	Federal Award Identification Number:	236UT709W1003
Assistance Listing:	WOMEN INFANTS AND CHILDREN	Federal Award Date:	5/3/2023
Assistance Listing Number:	10.557	Funding Amount:	\$628

Add

Federal Program Name:	Women Infants and Children	Award Number:	6UT700709
Name of Federal Awarding Agency:	USDA - Food and Nutrition Services	Federal Award Identification Number:	236UT709W1003
Assistance Listing:	WOMEN INFANTS AND CHILDREN	Federal Award Date:	5/3/2023
Assistance Listing Number:	10.557	Funding Amount:	\$5398

All other conditions and terms in the original contract and previous amendments remain the same.

5. EFFECTIVE DATE OF AMENDMENT: This amendment is effective 07/01/2023.
6. DOCUMENTS INCORPORATED INTO THIS CONTRACT BY REFERENCE BUT NOT ATTACHED:
  - A. All other governmental laws, regulations, or actions applicable to services provided herein.
  - B. All Assurances and all responses to bids as provided by the CONTRACTOR.
  - C. Utah Department of Health & Human Services General Provisions and Business Associate Agreement currently in effect until 6/30/2023.
7. This contract, its attachments, and all documents incorporated by reference constitute the entire agreement between the parties and supersedes all prior written or oral agreements between the parties relating to the subject matter of this contract.



---

Intentionally Left Blank



## ATTACHMENT A

### WIC Program Special Provisions

#### For San Juan County Health Department

#### I. DEFINITIONS

- A. 'CONTRACTOR' means Local Health Department named above.
- B. 'DEPARTMENT' means the Utah Department of Health and Human Services, Office of Maternal and Child Health, Women, Infant, and Children Program.
- C. 'EBT' means Electronic Benefit Transfer.
- D. 'FCS' means Food and Consumer Services.
- E. 'FNS' means Food and Nutrition Service.
- F. 'PC' means Peer Counseling.
- G. 'LHD' means Local Health Department.
- H. 'P&P' means Utah Department of Health WIC Program Policy and Procedures.
- I. 'NSA' means the Nutrition Service Administration.
- J. 'eWIC' means electronic WIC
- K. 'WIC' means Women, Infants, and Children.
- L. 'USDA means United States Department of Agriculture.

#### II. FUNDING AND PAYMENTS

- A. Nutrition Service Administration (NSA) - The DEPARTMENT shall reimburse the CONTRACTOR up to \$122,895 for Federal Fiscal Year 2023 for WIC operational activities as submitted on the monthly expense report by the CONTRACTOR directly related to the program.
  - 1. This agreement will be amended to add NSA funding each fiscal year.
    - a. Year 1: FFY 2020 (10/1/2019 – 09/30/2020) in the amount of \$\$130,145;
    - b. Year 2: FFY 2021 (10/1/2020 – 09/30/2021) in the amount of \$125,631;
    - c. Year 3: FFY 2022 (10/1/2021 – 09/30/2022) in the amount of \$126,538;
    - d. Year 4: FFY 2023 (10/1/2022 – 09/30/2023) in the amount of \$122,895; and
    - e. Year 5: FFY 2024 (10/1/2023 – 09/30/2024) amount will be determined based on availability of federal funding
  
- B. Peer Counseling (PC) - The DEPARTMENT shall reimburse the CONTRACTOR up to \$3,464 for Federal Fiscal Year 2023 for Peer Counseling (PC) activities as submitted on the monthly expense report. NSA funding can be used to supplement the Peer Counseling budget.
  - 1. This agreement will be amended to add PC funding each fiscal year.
    - a. Year 1: FFY 2020 (10/1/2019 – 09/30/2020) in the amount of \$2,672;
    - b. Year 2: FFY 2021 (10/1/2020 – 09/30/2021) in the amount of \$3,489;
    - c. Year 3: FFY 2022 (10/1/2021 – 09/30/2022) in the amount of \$3,822;
    - d. Year 4: FFY 2023 (10/1/2022 – 09/30/2023) in the amount of \$3,464; and

d. Year 5: FFY 2024 (10/1/2023 – 09/30/2024) amount will be determined based on availability of federal funding.

C. The CONTRACTOR shall report the costs under Sections II.A. and II.B, (above). to the DEPARTMENT based on the following categories:

1. Breastfeeding Promotion - NSA
2. Nutrition Education – NSA
3. Administration - NSA
4. Client Services - NSA
5. Technology Services - NSA
6. Peer Counseling – PC

D. The CONTRACTOR shall spend at least one-sixth (17%) of the reimbursement amount under Section II.A. on Nutrition Education.

E. WIC Food Benefits issued to eWIC cards provided under the WIC Program are considered Federal Financial Assistance that must be reported in the LHD Single Audit Report. The Food Benefit Redeemed Amount for the calendar year will be made available the following January by the DEPARTMENT.

### III. PROVISIONS INCORPORATED INTO THIS AGREEMENT BY REFERENCE, BUT NOT ATTACHED:

- B. Utah Department of Health WIC Program Policy and Procedures (P&P) manual (Utah WIC State Plan Section II), current version as amended annually.
- C. All other governmental laws, rules, regulations, or actions applicable to services provided herein.

### IV. PROVISIONS INCORPORATED INTO THIS AGREEMENT – ATTACHMENT B

- B. The Civil Rights Assurance language has been added as Attachment B.
- C. The entirety of Attachment B, Civil Rights Assurance language, found in Attachment B must be amended into all WIC contracts executed by the CONTRACTOR with sub-recipients for all goods and services every time WIC federal funds are used.

### V. SERVICES

- B. The CONTRACTOR shall furnish services as specified herein to residents of the area served by the CONTRACTOR. These services shall be provided in the CONTRACTOR'S facilities, by the CONTRACTOR'S employees and by others designated by the CONTRACTOR to carry out the provisions of this agreement.
- C. The CONTRACTOR shall comply with the regulations and guidelines set forth in the Federal code (§42 U.S.C. 1786), and shall abide by the fiscal and operational policy requirements prescribed by the DEPARTMENT and the U.S. Department of Agriculture (USDA).
- D. The CONTRACTOR shall provide nutrition education to all adult participants, to parents or guardians of child participants and, when applicable, to child participants in order to conform to the DEPARTMENT'S and the CONTRACTOR'S Nutrition Education Plans and to USDA Regulations.

- E. The CONTRACTOR shall adhere to the Nutrition Education Plan submitted by the CONTRACTOR each January and approved by the DEPARTMENT. That document provides a plan for improving the program quality and for meeting State performance objectives for the WIC program.
- F. The CONTRACTOR must maintain competent professional staff, facilities and equipment, as defined by Utah WIC policy, needed to perform the measurements and tests necessary for determining the eligibility of persons for WIC participation.
- G. The CONTRACTOR shall utilize the WIC food delivery system approved by the DEPARTMENT for making WIC food benefits available to participants.
- H. The CONTRACTOR shall provide WIC food benefits to all categories of eligible participants: infants, children, and pregnant, postpartum and breastfeeding women.
- I. The CONTRACTOR shall exchange participant information with surrounding health agencies and with agencies with overlapping WIC services areas in accordance with Food and Nutrition Services (FNS) Instruction 800-1 (confidentiality) to prevent dual participation.
- J. The CONTRACTOR shall operate the WIC Program in accordance with the provisions of the DEPARTMENT'S current WIC Program Policies and Procedures Manual, as amended.
- K. The CONTRACTOR shall ensure the CONTRACTOR'S WIC Director/Coordinator or designee attends all meetings of the Utah Association of WIC Administrators and all WIC Director Meetings hosted by the state. The CONTRACTOR shall ensure that WIC management and frontline staff participate in all training required by the DEPARTMENT.
- L. The CONTRACTOR shall securely store, maintain and convey all serialized inventory equipment, eWIC cards and other disposables as required in the DEPARTMENT'S WIC Policy and Procedures Manual.
- M. The CONTRACTOR shall immediately conduct an initial investigation and follow-up of suspected fraudulent acts committed by WIC Program participants or staff detected either by the CONTRACTOR or by the DEPARTMENT, and notify the DEPARTMENT immediately in every case when fraud is discovered or is confirmed to have occurred.
- N. The CONTRACTOR shall serve only participants who reside within the geographical area served by the CONTRACTOR. If CONTRACTOR serves specialty clients, it shall serve only those clients who reside within the geographical area served by the CONTRACTOR and shall serve only the special population(s) approved by the State WIC office. An exception(s) to this provision requires prior written approval by the State WIC Director, which will be reviewed on a case by case basis.
- O. The CONTRACTOR agrees to participate in bi-annual management evaluations as described in the Utah WIC Policy and Procedures Manual; including but not limited to: completion of Self Evaluations, allowing state staff to conduct site visits at clinics, responding to findings in management evaluation reports, and completion of action plans in order to close findings within agreed upon time frames.
- P. The CONTRACTOR agrees to conduct outreach as required in the Utah WIC Policy and Procedures Manual in order to notify the public of available services and promote program participation.

#### VI. NON-DISCRIMINATION

- B. The CONTRACTOR shall comply with all provisions required by the implementing regulations of the USDA, Department of Justice Enforcement Guidelines at 28 CFR 50.3, and FNS directives and guidelines (available at <https://www.fns.usda.gov/civil-rights/usda-nondiscrimination-statement-other-fns-programs>). No person shall on the grounds of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA be excluded from participation in, be denied benefits

of, or otherwise be subjected to discrimination under any program or activity for which the CONTRACTOR receives Federal financial assistance from USDA. CONTRACTOR hereby gives assurance that the CONTRACTOR will immediately take measures necessary to effectuate all non-discrimination requirements.

- C. The CONTRACTOR shall compile data, maintain records and submit reports as required to permit effective enforcement of the nondiscrimination laws and permit authorized USDA personnel during normal working hours to review such records, books and accounts as needed to ascertain compliance with the nondiscrimination laws. If any violations of these provisions are discovered, the DEPARTMENT or the USDA Food and Nutrition Service shall have the right to seek judicial enforcement of these provisions. These provisions are binding on the CONTRACTOR, its successors, transferees, and assignees, as long as they receive assistance or retain possession of any assistance from the DEPARTMENT.
- D. The CONTRACTOR shall update all locally administered subrecipient contracts with the civil rights assurance language found in Attachment B of this contract. Any time federal dollars are used to procure goods and services, the Civil Rights language must be applied into said contracts.

VII. COMPUTER EQUIPMENT AND SUPPLIES:

- B. The DEPARTMENT agrees to provide serially numbered food instruments also known as electronic benefit transfer (EBT) electronic WIC (eWIC), chip and pin smart cards, to the CONTRACTOR.
- C. The CONTRACTOR owns the computers in operation at all local WIC clinics within the CONTRACTOR's jurisdiction. Computers and equipment that must be maintained and/or purchased by the CONTRACTOR includes, but may not be limited to: Personal Computers, Laptop Computers, LCD Screens/Monitors, Computer Mice, LCD Projectors, Report Printers and all other equipment required to maintain business operations.
- D. The CONTRACTOR shall replace any computer equipment that is broken, obsolete/outdated, lost, stolen, or damaged.
- E. The DEPARTMENT shall provide card acceptor devices to the CONTRACTOR for purposes of placing food benefits on electronic WIC smart cards.
- F. The CONTRACTOR shall supply its WIC Program with the computers purchased with Technology Services funding from this Contract. Computers and equipment for other CONTRACTOR programs may not be purchased using funding from this Contract.
- G. At the time of computer replacement, the CONTRACTOR shall consider replacing desktop type computers with laptop computers to allow WIC to be administered wherever necessary due to pandemic or other natural, terror, or biological disasters.

VIII. NSA FUNDS MODIFICATION:

- B. The total amount of NSA Funds under this Contract, as outlined in Section II.A., is subject to quarterly adjustments as required by State or Federal requirements and practices. Unused funds may lapse and revert back to the DEPARTMENT or USDA for reallocation.

IX. TRAINING AND CERTIFICATION:

- B. The DEPARTMENT agrees to provide workshops and other training for CONTRACTOR'S employees regarding nutrition, medical certification, eWIC benefit issuance and maintenance, and fiscal/administrative, and operational aspects of WIC.

- C. The CONTRACTOR shall ensure that all employees of the CONTRACTOR involved in the WIC Program have an opportunity to attend DEPARTMENT-sponsored seminars and/or training meetings.
- X. REQUIRED DEPARTMENT APPROVALS:
- B. The CONTRACTOR must obtain written approval from the DEPARTMENT to purchase capital equipment items. Capital Equipment items are defined as items or a group of like items with a cost of \$5,000.00 or more and a useful life of at least one year. Examples are building signage, building upgrades/modifications and vehicles. Computers and computer equipment do not require DEPARTMENT approval to purchase.
  - C. The CONTRACTOR shall pay for all in-state and out-of-state travel of WIC staff. The CONTRACTOR must obtain written approval from the DEPARTMENT for out-of-state travel.
- XI. INTERGENERATIONAL POVERTY EFFORTS
- B. In an effort to support families who are experiencing intergenerational poverty and who desire to break the cycle for themselves and their children, the DEPARTMENT will reach out directly to families who self-identify or who have signed formal releases of consent to have their information shared with local health departments and other state agencies to be informed of resources and programs available that will promote positive health outcomes for themselves and their children.
- XII. CONTRACT OUTCOMES
- B. As outlined in Section II. above, CONTRACTOR shall expend the monies received through this contract amendment.
  - C. The additional funding provided to the CONTRACTOR through this amendment will enhance delivery of all Programmatic SERVICES identified in Section V. above.
  - D. The purpose of this grant amendment is to safeguard the health of low-income women, infants, and children up to age 5 who are at nutritional risk by providing nutritious foods to supplement diets, information on healthy eating, and referrals to health care.
  - E. Metrics:
    - 1. Percent of participants with food benefits.
    - 2. Month-to-month caseload status.



## COMMISSION STAFF REPORT

**MEETING DATE:** July 18, 2023

**ITEM TITLE, PRESENTER:** Approval of San Juan County (SJ) Building Resilient Inclusive Communities (BRIC) Amendment 3 by Grant Sunada, Public Health Director

**RECOMMENDATION:** Approve

### SUMMARY

The contract termination date is being changed from 7/31/2023 to 12/31/2023. This funding aims to support nutrition security (such as, addressing hunger due to food access issues). This allows San Juan Public Health to

- a) Collaborate with the state and or community food council/coalition/taskforce on equitable nutrition security for food banks, pantries, or feeding sites during COVID-19 pandemic;
- b) Efforts to increase the number of food banks, pantries, or feeding sites in each community selected to adopt nutrition standards due to the increase in demand during the COVID-19 pandemic;
- c) Efforts to support the increase in the number of people in communities who receive healthier foods distributed by food pantries, food banks, or other feeding sites, taking into consideration how demand has changed during the COVID-19 pandemic;
- d) Efforts to increase the number of places providing increased financial access to healthier foods.

The Bluff Food Pantry has been funded to achieve related objectives. Their report for the previous funding period has been attached. Other activities relate to developing a local food coalition and coordination efforts.

### HISTORY/PAST ACTION

Approval of this contract with San Juan County.

### FISCAL IMPACT

No change. The funding amount is \$15,500.00 in federally reimbursable funds starting January 1, 2023 to December 31, 2023. New total funding is \$44,457.50.





**UTAH DEPARTMENT OF HEALTH & HUMAN SERVICES  
CONTRACT AMENDMENT**

PO Box 144003, Salt Lake City, Utah 84114  
288 North 1460 West, Salt Lake City, Utah 84116

2104004  
Department Log Number

212701581  
State Contract Number

1. **CONTRACT NAME:** The name of this contract is SJ Building Resilient Inclusive Communities (BRIC) Amendment 3.

2. **CONTRACTING PARTIES:** This contract amendment is between the Utah Department of Health & Human Services (DEPARTMENT) and San Juan County (CONTRACTOR).

**PAYMENT ADDRESS**

San Juan County  
735 S 200 W, Ste 2  
Blanding UT, 84511

**MAILING ADDRESS**

San Juan County  
735 S 200 W, Ste 2  
Blanding UT, 84511

**Vendor ID:** 06866HL

**Commodity Code:** 93131

3. **PURPOSE OF CONTRACT AMENDMENT:** Extend termination date to December 31, 2023.

4. **CHANGES TO CONTRACT:**

1. The contract termination date is being changed. The original contract termination date was 7/31/2023. The contract period is being increased by 5 months. The new termination date is 12/31/2023.

2. Attachment A, effective 7/1/2023, is replacing Attachment A, which was effective 1/1/2023. Reference, Section III and VI. Termination and reporting dates are changing.

All other conditions and terms in the original contract and previous amendments remain the same.

5. **EFFECTIVE DATE OF AMENDMENT:** This amendment is effective 07/01/2023.

6. **DOCUMENTS INCORPORATED INTO THIS CONTRACT BY REFERENCE BUT NOT ATTACHED:**

- A. All other governmental laws, regulations, or actions applicable to services provided herein.
- B. All Assurances and all responses to bids as provided by the CONTRACTOR.
- C. Utah Department of Health & Human Services General Provisions and Business Associate Agreement currently in effect until 6/30/2023.

7. This contract, its attachments, and all documents incorporated by reference constitute the entire agreement between the parties and supersedes all prior written or oral agreements between the parties relating to the subject matter of this contract



## Attachment A: Special Provisions

SJ Building Resilient Inclusive Communities (BRIC) Amendment 3

Effective Date: July 1, 2023

I. DEFINITIONS:

- A. BRIC means Building Resilient Inclusive Communities.
- B. BUDGET PERIOD means January 1, 2023 through December 31, 2023.
- C. CATALYST means the Department's reporting system used for the purpose of managing and evaluating progress reports from the Sub-Recipient.
- D. CONTRACT PERIOD means January 1, 2021 through December 31, 2023.
- E. DEPARTMENT means the Utah Department of Health and Human Services, Healthy Environments Active Living Program.
- F. SUBRECIPIENT means the San Juan County Health Department.

II. FUNDING:

- A. Total funding for this CONTRACT PERIOD is \$44,457.50.
- B. This is a Cost Reimbursement contract. The DEPARTMENT agrees to reimburse the CONTRACTOR up to \$15,500.00 for expenditures made in the BUDGET PERIOD.

III. AMENDMENTS AND TERMINATION:

If the Contract is not amended to add funding, the Contract shall terminate as of December 31, 2023.

IV. PROGRAM CONTACT:

The day to day operations contact is Linnea Fletcher, [linneafletcher@utah.gov](mailto:linneafletcher@utah.gov), (801) 538-6146. For contract disputes please contact McKell Drury, [mdrury@utah.gov](mailto:mdrury@utah.gov), (801) 538-6896.

V. RESPONSIBILITIES OF CONTRACTOR:

The CONTRACTOR shall:

- A. The SUBRECIPIENT shall conduct at least one of the following activities related to the BRIC funding:
  - 1. Nutrition Security
    - a) Collaborate with the state and or community food council/coalition/taskforce on equitable nutrition security for

- food banks, pantries, or feeding sites during COVID-19 pandemic;
- b) Efforts to increase the number of food banks, pantries, or feeding sites in each community selected to adopt nutrition standards due to the increase in demand during the COVID-19 pandemic;
  - c) Efforts to support the increase in the number of people in communities who receive healthier foods distributed by food pantries, food banks, or other feeding sites, taking into consideration how demand has changed during the COVID-19 pandemic;
  - d) Efforts to increase the number of places providing increased financial access to healthier foods.
2. Access to Safe Physical Activity Opportunities
- a) Collaborate with task forces/coalitions that support safe, equitable physical activity during the COVID-19 pandemic;
  - b) Progress to support at least one local improvement plan that includes the potential assessment of local community design as it relates to improving safe and equitable access to physical activity (including number of federal, state, or local partners formally engaged) as well as how local demand has changed during the COVID-19 pandemic;
  - c) Efforts to support at least two verified changes in the characteristics of each selected community that demonstrate walkability or increased safety for those most at risk for COVID-19 illness and death, taking into effect how local demand has changed during the COVID-19 pandemic;
  - d) Efforts to support at least two alternative commuting facilities, programs, or services created or enhanced that support equitable access that can be used by the priority population in each community to safely travel to essential services, including jobs, medical appointments, grocery stores or food pantries, taking into effect how local demand has changed during the COVID-19 pandemic.
3. Social Connectedness
- a) Collaborate with task forces/coalitions that support equitable social connectedness during the COVID-19 pandemic;
  - b) Efforts to implement new or improved communities strategies that emphasize and integrate feasible and innovative social connectedness efforts for older adults at higher risk for severe illness from COVID-19; incorporation of existing networks of community health workers should be encouraged;

- c) Efforts to implement at least two new or improved equitable programs for older adults living in high burden communities that offer on-line and in-person educational, social, creative, and physical activities that encourage personal interactions, regular attendance, and community involvement working in collaboration with existing programs (e.g., mental health or Arthritis Programs, AARP, or other);
  - d) Efforts to implement at least two new or improved equitable Intergenerational Mentoring Program in the community to foster healthy, ongoing, supportive relationships between older adults and youth.
- B. The SUBRECIPIENT may incorporate at least one new activity:
  - 1. Implement social media activities or a campaign highlighting BRIC efforts;
  - 2. Support professional development or training opportunities aimed at growing knowledge, leadership, or capacity around BRIC strategy areas (e.g., attendance at a state or national level conference such as the American Public Health Association);
  - 3. Pay for and receive support or consultation from state or local level subject matter expert(s) to supplement achievement of selected outcomes;
  - 4. Purchase additional equipment (less than or equal to \$5,000) to support capital improvements (e.g., refrigeration for pantry);
  - 5. Provide compensation for community-member time in the Community Action Plan with related activities (e.g., honorariums for community members participating in a coalition);
  - 6. Pursue strategy(s) to increase physical activity in alignment with the Centers for Disease Control and Prevention's Active People, Healthy Nation.

## VI. REPORTS:

- A. The SUBRECIPIENT shall provide detailed reports on progress and results by the following dates:
  - 1. April 15 of each year;
  - 2. July 15 of each year;
  - 3. October 15 of each year; and
  - 4. January 15 of each year.
- B. The SUBRECIPIENT shall use Catalyst to document the progress made on the activities to the DEPARTMENT's Program Liaison. The SUBRECIPIENT shall ensure that necessary information is entered into all required reporting fields;

- C. The SUBRECIPIENT shall provide progress, results and performance measure data as outlined in Catalyst;
- D. The DEPARTMENT will provide additional evaluation criteria as agreed upon by the DEPARTMENT and the SUBRECIPIENT.

VII. OUTCOMES:

- A. Increased consumption of healthier food options.
  - 1. Performance Measure: Number of food pantries implementing healthy food options.
  - 2. Reporting: The SUBRECIPIENT shall enter data in Catalyst.



## COMMISSION STAFF REPORT

**MEETING DATE:** June 16, 2022

**ITEM TITLE, PRESENTER:** Approval of San Juan County Health Department COVID-19 Testing Activities in K-12 Schools Amendment 1 by Grant Sunada, Public Health Director

**RECOMMENDATION:** Approval

### SUMMARY

The general purpose of this agreement is to provide funding for cost directly related to the investigation and enforcement to the Utah Indoor Clean Air Act (UICAA). San Juan Public Health will designate a coordinator, Environmental Health Director, and list of staff for enforcing the UICAA, during the contract period. This includes responding to all complaints received about smoking in workplace or public places or noted during routine inspection by the Environmental Health Director.

### HISTORY/PAST ACTION

Approval.

### FISCAL IMPACT

The total funds available, \$280,000.00, remains unchanged. This is a federal cost reimbursement contract. This is made up of

- Testing Coordination \$100,000.00;
- Case Investigation and Contact Tracing \$30,000.00
- Subcontract Amounts, \$50,000.00; and
- Other Administration Costs \$100,000.00.





## UTAH DEPARTMENT OF HEALTH & HUMAN SERVICES CONTRACT

PO Box 144003, Salt Lake City, Utah 84114  
288 North 1460 West, Salt Lake City, Utah 84116

2311712  
Department Log Number

232701754  
State Contract Number

1. **CONTRACT NAME:** The name of this contract is San Juan County Utah Indoor Clean Air Act 2023

**CONTRACTING PARTIES:** This contract is between the Utah Department of Health & Human Services (DEPARTMENT) and San Juan County (CONTRACTOR).

**PAYMENT ADDRESS**

San Juan County  
735 S 200 W, Ste 2  
Blanding UT, 84511

**MAILING ADDRESS**

San Juan County  
735 S 200 W, Ste 2  
Blanding UT, 84511

**Vendor ID:** 06866HL

**Commodity Code:** 99999

2. **GENERAL PURPOSE OF CONTRACT:** The general purpose of this agreement is to provide funding for costs directly related to the investigation and enforcement of the Utah Indoor Clean Air Act.
3. **CONTRACT PERIOD:** The service period of this contract is 07/01/2023 through 06/30/2028, unless terminated or extended by agreement in accordance with the terms and conditions of this contract.
4. **CONTRACT AMOUNT:** The DEPARTMENT agrees to pay \$5,615.00 in accordance with the provisions of this contract.
5. **CONTRACT INQUIRIES:** Inquiries regarding this Contract shall be directed to the following individuals:

**CONTRACTOR**

Grant Sunada  
(435) 587-3838  
gsunada@sanjuancounty.org

**DEPARTMENT**

Population Health  
Communicable Diseases  
Cassandra Fairclough  
(801) 538-6754  
cassandrafairclough@utah.gov

6. **REFERENCE TO ATTACHMENTS INCLUDED AS PART OF THIS CONTRACT:**

Attachment A: Scope of Work

7. DOCUMENTS INCORPORATED INTO THIS CONTRACT BY REFERENCE BUT NOT ATTACHED:
    - A. All other governmental laws, regulations, or actions applicable to services provided herein.
    - B. All Assurances and all responses to bids as provided by the CONTRACTOR.
    - C. Utah Department of Health & Human Services General Provisions and Business Associate Agreement currently in effect until 6/30/2023.
  
  8. This contract, its attachments, and all documents incorporated by reference constitute the entire agreement between the parties and supersedes all prior written or oral agreements between the parties relating to the subject matter of this contract.
- 

Intentionally Left Blank



San Juan County Health Department Utah Indoor Clean Air Act 2023  
Effective Date: July 1, 2023

Article 1  
GENERAL PURPOSE:

The general purpose of this agreement is to provide funding for costs directly related to the investigation and enforcement of the Utah Indoor Clean Air Act, in accordance with Utah Code 26A-1-108(1), 26A-1-115(3), and 26B-7-503 (formerly 26-38).

Article 2  
DEFINITIONS

2.1 In this contract, the following definitions apply:

**“Contractor”** means San Juan County.

**“Department”** means Utah Department of Health and Human Services, Environmental Sanitation Program.

**“UICAA”** means Utah Indoor Clean Air Act.

Article 3  
PROGRAM CONTACT

The day-to-day operations and dispute contact is Cassandra Fairclough,  
[cassandrafairclough@utah.gov](mailto:cassandrafairclough@utah.gov), (801) 538-6754.

Article 4  
RESPONSIBILITIES OF CONTRACTOR

4.1 For the investigation and enforcement, the Contractor shall:

- (1) Enforce the Utah Indoor Clean Air Act, described in Utah Code 26B-7-503 and Rule R392-510;
- (2) Designate a coordinator and list of staff who enforce the UICAA and provide the information no later than July 30 of each; and
- (3) Respond to all UICAA complaints about smoking and vaping in the workplace and public places, no later than three business days after receiving the complaint.

4.2 For reporting, the Contractor shall:

- (1) Collect data and complete Attachment B: Data Reporting Template; and
- (2) Submit a final UICAA report to the DEPARTMENT by September 1 of each year during the contract period by providing the data required on the San Juan County Health Department Environmental Health Contract 2023 (#232701730) Attachment B, Data Reporting Template.

Article 5  
FUNDING

5.1 Total funding is \$5,615.00.

- (1) \$1,123.00 for the period July 1, 2023 to June 30, 2024.
- (2) \$1,123.00 for the period July 1, 2024 to June 30, 2025.
- (3) \$1,123.00 for the period July 1, 2025 to June 30, 2026.
- (4) \$1,123.00 for the period July 1, 2026 to June 30, 2027.
- (5) \$1,123.00 for the period July 1, 2027 to June 30, 2028.

5.2 This is a Cost Reimbursement contract. The Department agrees to reimburse the Contractor up to the maximum amount of the contract, per contract year, for expenditures made by the Contractor for costs directly related to the performance of the contract.

- (1) Cost Reimbursement - Budget

<u>Description</u>	<u>Amount</u>
Utah Indoor Clean Air Act	\$1,123.00

Article 6  
INVOICING

In addition to the General Provisions of the Contract, the Contractor shall, submit invoices no later than the 60 days of the month following the end of the month in which the activity was conducted.

Article 7

## OUTCOMES

The desired outcome of this contract is to safeguard Utah's citizens from the dangers of being exposed to secondhand smoke and electronic cigarettes so they can be healthy and safe by educating non-compliant businesses regarding the law and provide signage, as needed.

- (1) Performance Measure: The outcome will be measured by the total number of complaints received and the number of complaints where education was provided.
- (2) Reporting: The CONTRACTOR shall submit a final UICAA report to the DEPARTMENT by September 1 of each year during the contract period by providing the data required on the San Juan County Health Department Environmental Health Contract 2023 (#232701730) Attachment B, Data Reporting Template.





## COMMISSION STAFF REPORT

**MEETING DATE:** Jul, 2023

**ITEM TITLE, PRESENTER:** Approval of San Juan County Health Department Environmental Health 2023 by Grant Sunada, Public Health Director

**RECOMMENDATION:** Return to State for Renegotiation

### SUMMARY

For Food and Environmental Health, the Environmental Health Director shall:

1. Inspect each food service establishment according to the San Juan Public Health risk-based inspection classification or a minimum of two times a year during the contract period.
2. Issue temporary food establishment permits for special events and make inspections of the facilities during the operational period.
3. Conduct plan reviews prior to opening of new facilities, or those with major renovations, and issue the appropriate operational permits to all operating facilities. (See State Rules R392-100 and R392-102.)
4. Organize and direct a local food handler training and permitting program.
5. Be designated as the food inspector and be standardized initially by an FDA standardized officer. This standardization must be renewed every three years when due.
6. Sample all public pools and spas at least once each month and inspect each at least once a year during the contract period.
7. Track complaints, investigations, and other information required in the Data Reporting Template for all areas of environmental health that are covered by state rules or laws.

#### Current Fees:

- Food Service - \$100.00
- Temp Food Service - \$20.00
- Food Handler Permit - \$15.00
- Septic Permit - \$300.00 + \$1.12/mile
- Septic Recertification - \$75.00 +1.12/mile
- Swimming Pool Annual Permit - \$100.00

### HISTORY/PAST ACTION

Approval.

### FISCAL IMPACT

The Utah Department of Health contracts to reimburse San Juan Public Health for \$57,690.00 in total:

- \$11,538.00 for the period July 1, 2023 to June 30, 2024
- \$11,538.00 per year until June 30, 2028.





## UTAH DEPARTMENT OF HEALTH & HUMAN SERVICES CONTRACT

PO Box 144003, Salt Lake City, Utah 84114  
288 North 1460 West, Salt Lake City, Utah 84116

2311602  
Department Log Number

232701730  
State Contract Number

1. **CONTRACT NAME:** The name of this contract is San Juan County Health Department Environmental Health 2023

**CONTRACTING PARTIES:** This contract is between the Utah Department of Health & Human Services (DEPARTMENT) and San Juan County (CONTRACTOR).

**PAYMENT ADDRESS**

San Juan County  
735 S 200 W, Ste 2  
Blanding UT, 84511

**MAILING ADDRESS**

San Juan County  
735 S 200 W, Ste 2  
Blanding UT, 84511

**Vendor ID:** 06866HL

**Commodity Code:** 99999

2. **GENERAL PURPOSE OF CONTRACT:** The general purpose of this contract is to provide funding for environmental services.
3. **CONTRACT PERIOD:** The service period of this contract is 07/01/2023 through 06/30/2028, unless terminated or extended by agreement in accordance with the terms and conditions of this contract.
4. **CONTRACT AMOUNT:** The DEPARTMENT agrees to pay \$57,690.00 in accordance with the provisions of this contract.
5. **CONTRACT INQUIRIES:** Inquiries regarding this Contract shall be directed to the following individuals:

**CONTRACTOR**

Grant Sunada  
(435) 587-3838  
gsunada@sanjuancounty.org

**DEPARTMENT**

Population Health  
Communicable Diseases  
Cassandra Fairclough  
(801) 538-6754  
cassandrafairclough@utah.gov

6. **REFERENCE TO ATTACHMENTS INCLUDED AS PART OF THIS CONTRACT:**

Attachment A: Scope of Work  
Attachment B: Data Reporting Template

7. DOCUMENTS INCORPORATED INTO THIS CONTRACT BY REFERENCE BUT NOT ATTACHED:
    - A. All other governmental laws, regulations, or actions applicable to services provided herein.
    - B. All Assurances and all responses to bids as provided by the CONTRACTOR.
    - C. Utah Department of Health & Human Services General Provisions and Business Associate Agreement currently in effect until 6/30/2023.
  
  8. This contract, its attachments, and all documents incorporated by reference constitute the entire agreement between the parties and supersedes all prior written or oral agreements between the parties relating to the subject matter of this contract.
- 

Intentionally Left Blank



Attachment A: Scope of Work  
San Juan County Health Department Environmental Health 2023  
Effective Date: July 1, 2023

Article 1  
GENERAL PURPOSE:

The general purpose of this contract is to provide funding for environmental health services. The contract functions in accordance with Subsections 26A1:108(1) and 26A 1:115(3)

Article 2  
DEFINITIONS

2.1 In this contract, the following definitions apply:

**"Contractor"** means San Juan County.

**"Department"** means Utah Department of Health and Human Services, Environmental Sanitation Program.

**"FDA"** means the U.S. Food and Drug Administration.

Article 3  
PROGRAM CONTACT

3.1 The day-to-day operations and dispute contact is Cassandra Fairclough,  
[cassandrafairclough@utah.gov](mailto:cassandrafairclough@utah.gov), (801) 538-6754.

Article 4  
RESPONSIBILITIES OF CONTRACTOR

4.1 For Food and Environment Health Programs the Contractor shall:

- (1) Inspect each food service establishment according to the Contractor's risk-based inspection classification or a minimum of two times each year during the contract period;
- (2) Issue temporary food establishment permits for special events and make inspections of the facilities during the operational period;

- (3) Conduct plan reviews prior to opening new facilities, or those with major renovations, and issue the appropriate operational permits to all operating facilities, according to the provisions of Rules R392-100 and R392-102;
- (4) Organize and direct a local food handler training and permitting program;
- (5) Designate at least one food inspector per health department to be standardized initially by either the Department standardization officer or an FDA standardized officer. This standardization must be renewed every three years when due. The food inspector(s) standardized by the Department or FDA shall standardize other inspectors at the local health department who inspect food establishments; and
- (6) Sample all public pools and spas at least once each month of operation, and inspect each at least once per contract year.
- (7) Track complaints, investigations, and other information required in the Data Reporting Template for all areas of environmental health that are covered by state rules or laws.

4.2 For reporting the Contractor shall:

- (1) Collect data by completing the Data Reporting Template as specified in Attachment B: Data Reporting Template; and
- (2) Submit the completed form no later than September 1 of each year.

#### Article 5 FUNDING

5.1 Total funding is \$57,690.00.

- (1) \$11,538.00 for the period July 1, 2023 to June 30, 2024.
- (2) \$11,538.00 for the period July 1, 2024 to June 30, 2025.
- (3) \$11,538.00 for the period July 1, 2025 to June 30, 2026.

- (4) \$11,538.00 for the period July 1, 2026 to June 30, 2027.
- (5) \$11,538.00 for the period July 1, 2027 to June 30, 2028.

5.2 This is a Cost Reimbursement contract. The Department agrees to reimburse the Contractor up to the maximum amount of the contract, per contract year, for expenditures made by the Contractor directly related to the performance of the contract.

- (1) Cost Reimbursement - Budget

<u>Description</u>	<u>Amount</u>
Environmental Health Services	\$11,538.00

Article 6  
Invoicing

6.1 In addition to the General Provisions of the Contract, the Contractor shall:

- (1) Include one column for each budget description in the Monthly Expenditure Report;  
and
- (2) Submit invoices no later than the 60 days of the month following the end of the month in which the activity was conducted.

Article 7  
OUTCOMES

The desired outcome of this agreement is a greater likelihood that the public can frequent public places without experiencing a negative health impact. This contract encourages health inspections to be conducted so violations can be identified, operators receive training, and public places are more likely to operate in a safe and sanitary manner.

- (1) Performance Measure: A report of activities is obtained from the Contractor.
- (2) Reporting: The outcomes are reported to the Department by reporting the numbers on Attachment B: Data Reporting Template, no later than September 1, of the contract year.

**Attachment B: Data Reporting Template**  
**San Juan County Health Department LHD Environmental Health Contract**  
**Effective Date: July 1, 2023**

Please report the following data and return form to cassandrafairclough@utah.gov.

"DNR" means "Do Not Regulate"  
 "NDA" means "No Data Available"

**Food Safety Program**

Yes No

Risk Based Inspection Classifications?    
 Have a Standardized Training Officer?

<b>PERMITTED FACILITIES</b>	<b>Enter a number</b>
Plan Reviews Conducted	
Permanent Establishments Permitted	
Temporary Establishments Permitted	
Agritourism Facilities Permitted	
Microenterprise Kitchens Permitted	
Total number of Food Trucks Permitted	
Total Permitted Facilities	
<b>INSPECTION PROGRAM</b>	<b>Enter a number</b>
Routine Inspections including Food Trucks	
Temporary Food Establishment Inspections	
Follow-Up Inspections	
Complaint Investigations	
Foodborne Illness Investigations	
<b>ENFORCEMENT</b>	<b>Enter a number</b>
Enforcement Actions (Conferences, hearings, citations, notices, orders, courts, etc.)	
Enforced Closures (separate from other enforcement activities)	
<b>FOOD HANDLER PERMITS</b>	<b>Enter a number</b>
Food Handlers Trained	
Food Handler Permits Issued	
<b>STAFFING</b>	<b>Enter a number</b>
Food Inspectors (number of FTEs)	
Total Permitted Establishments	
Number of Establishments/FTEs	

**Swimming Pool Program**

<b>PERMITTED FACILITIES</b>	<b>Enter a number</b>
Apartments	
Hotel / Motels	
Municipal / Government Owned	
Commercial Recreation Facilities	
Schools	
HOA/PUD/Condominiums	
Athletic / Fitness Centers	
Other	
<b>PERMITTED POOLS AND SPAS</b>	<b>Enter a number</b>
Swimming pools	
Spa pools	
Interactive Water Features	
Hydrotherapy pools	
Instructional pools	
Other	
<b>TOTAL</b>	
<b>ENFORCEMENT ACTIONS</b>	<b>Enter a Number</b>
Enforcement Actions (Conferences, hearings, notices, orders, courts, etc.)	
Enforced Closures (separate from other activities)	
Voluntary Closures (CPO/Manager Closed)	
<b>INSPECTION PROGRAM</b>	<b>Enter a number</b>
Routine Inspections	
Follow-up Inspections	
Complaint Investigations	
<b>POOL OPERATORS</b>	<b>Enter a number</b>
Operators Certified by LHD staff	
Certified Operators Registered	

<b>General Sanitation Program</b>		<b>Enter a number</b>	<b>Utah Indoor Clean Air Act (UICAA) Program</b>		<b>Enter a number</b>
Vector Control Complaints / Investigations			Routine Inspections		
Weed Control Complaints / Investigations			Complaints at an Educational Facility		
Animal Control Complaints / Investigations			Complaints at a Condominium or Apartment		
Housing Complaints / Investigations			Other Facility Complaints		
Noise Complaints / Investigations			<b>Total Number of Complaints</b>		
Temporary Establishments Permitted			Complaint Investigations		
Solid Waste Complaints / Investigations			Notices Issued		
<b>WASTE HAULERS</b>		<b>Enter a number</b>	Compliance Achieved		
Trucks Permitted					
Complaints Investigated					
<b>CHEMICALLY CONTAMINATED PROPERTIES (METHAMPHETAMINES)</b>		<b>Enter a number</b>			
Complaint Investigations					
Homes Decontaminated					
Homes Placed on Contaminated List					
Homes Removed from Contaminated List					

<b>Institutional Health Program</b>			
(Exclusive of Food Service and Pools)			
<b>Public Lodging</b>	<b>Enter a number</b>	<b>Cosmetology / Barber Facilities</b>	<b>Enter a number</b>
Number of Establishments		Number of Establishments	
Routine Inspections		Routine Inspections	
Complaints Investigated		Complaints Investigated	
<b>Tanning Facilities</b>	<b>Enter a number</b>	<b>Residential Care Facilities</b>	<b>Enter a number</b>
Number of Establishments		Number of Establishments	
Routine Inspections		Routine Inspections	
Complaints Investigated		Complaints Investigated	
<b>Body Art Facilities</b>	<b>Enter a number</b>	<b>Temporary Mass Gatherings</b>	<b>Enter a number</b>
Number of Establishments		Permits Issued	
Routine Inspections		Routine Inspections	
Complaints Investigated		Complaints Investigated	
<b>Schools*</b>	<b>Enter a number</b>	<b>Massage Facilities</b>	<b>Enter a number</b>
Number of Public Schools		Number of Establishments	
Number of Charter Schools		Routine Inspections	
Number of Private Schools		Complaint investigations	
Routine Inspections		<b>Correctional Facilities</b>	<b>Enter a number</b>
Complaints Investigated		Number of establishments	
		Routine Inspections	
		Complaints Investigated	

\* NOTE: School Inspections refer to an inspection of the whole school premises for health and safety. These do NOT include inspection of food service, which would be counted as food inspections.

<b>Parks and Camps Program</b>			
<b>Manufactured Home Communities</b>	<b>Enter a number</b>	<b>Recreation Camps</b>	<b>Enter a number</b>
Number of Establishments		Number of Establishments	
Routine Inspections		Routine Inspections	
Complaints Investigated		Complaint investigations	
<b>RV Parks</b>	<b>Enter a number</b>	<b>Roadside Rest Stops</b>	<b>Enter a number</b>
Number of Establishments		Number of establishments	
Routine Inspections		Routine Inspections	
Complaints Investigated		Complaints Investigated	
<b>Labor Communities</b>	<b>Enter a number</b>		
Routine Inspections			
Number of Establishments			
Complaints Investigated			







U.S. Department  
of Transportation  
**Federal Aviation  
Administration**

**Northwest Mountain Region**  
Colorado · Idaho · Montana · Oregon · Utah  
Washington · Wyoming

Denver Airports District Office  
26805 E. 68th Ave., Suite 224  
Denver, CO 80249

Item 19.

July 10, 2023

Commissioner Bruce Adams  
Chair, San Juan County Commission  
117 South Main  
Monticello, Utah 84535

Dear Commissioner Adams,

We are enclosing an electronic copy of the Airport Improvement Program (AIP) “Agreement For Transfer of Entitlements”. This agreement will transfer \$21,000 of fiscal year (FY) 2023 Federal funds from Cal Black Memorial Airport to Escalante Municipal Airport. Please complete this agreement by having the authorized officials execute the appropriate sections. **Certification by the attorney should be completed following the acceptance and dated on or after the acceptance date.**

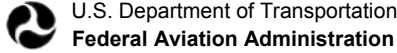
Your normal procedures for accepting documents such as this in accordance with local and state law should be followed, but evidence of such procedure is not required by the Federal Aviation Administration.

After execution and certification of the “Agreement For Transfer of Entitlements,” please e-mail a copy of the agreement to your FAA Project Manager, Eric Trinklein, at [eric.trinklein@faa.gov](mailto:eric.trinklein@faa.gov).

Sincerely,

John P. Bauer, Manager  
Denver Airports District Office

Enclosures



## Request for FAA Approval of Agreement for Transfer of Entitlements

In accordance with 49 USC § 47117(c)(2),

Name of Transferring Sponsor: San Juan County, Utah

hereby waives receipt of the following amount of funds apportioned to it under 49 USC § 47114(c) for

the: Name of Transferring Airport (and LOCID): Cal Black Memorial Airport ( U96 )

for each fiscal year listed below:

Entitlement Type (Passenger, Cargo or Nonprimary)	Fiscal Year	Amount
Nonprimary	2023	21000
<b>Total</b>		21000

The Federal Aviation Administration has determined that the waived amount will be made available to:

Name of Airport (and LOCID) Receiving Transferred Entitlements:

Escalante Municipal Airport ( 1L7 )

Name of Receiving Airport's Sponsor: City of Escalante, Utah

a public use airport in the same state or geographical areas as the transferring airport for eligible projects under 49 USC § 47104(a).

The waiver expires on the earlier of 09/30/2023 (date) or when the availability of apportioned funds lapses under 49 USC § 47117(b).

**For the United States of America, Federal Aviation Administration:**

Signature: JOHN P BAUER Digitally signed by JOHN P BAUER  
Date: 2023.07.10 17:31:29 -06'00'

Name: John P. Bauer

Title: Manager, Denver Airports District Office

Date: July 10, 2023





## COMMISSION STAFF REPORT

---

**MEETING DATE:** July 18, 2023

**ITEM TITLE, PRESENTER:** Library Services and Technology Act Borrower Support Grant Contract,  
Nicole Perkins, Library Director

**RECOMMENDATION:** Approve

---

### SUMMARY

This is a grant that covers the cost of postage for all Inter-library loans that are borrowed for patrons from other libraries throughout the United States. If approved, this reimbursement grant covers up to \$6311 of postage to return borrowed items through the ILL (Inter-library loan program from July 1, 2023 to June 30, 2024).

### HISTORY/PAST ACTION

Approved similar contracts in the past.

### FISCAL IMPACT

Saves the library system postage cost to return Inter-library loan items of up to \$6311.00



# STATE OF UTAH

## CONTRACT #

1. CONTRACTING PARTIES: This contract is between the following agency of the State of Utah: **Department of Cultural and Community Engagement, Agency Code: 710, State Library Division**, referred to as **STATE**, and San Juan County Library System, referred to as **GRANTEE**.

San Juan County Library System  
25 W 300 S  
Blanding, UT 84511-3829

LEGAL STATUS OF GRANTEE  
 Sole Proprietor  
 Non-Profit Corporation  
 For-Profit Corporation  
 Government Agency

DUNS # (required): 070018296  
 Contact Person: Nicole Perkins  
 Phone Number: (435) 678-2335  
 Email: nperkins@sanjuancounty.org  
 Vendor ID #06866HK  
 Commodity Code # 99999

2. GENERAL PURPOSE OF CONTRACT: To fund LSTA Borrower Support Grant and provide support for Utah public libraries with a service population of under 22,000 who wish to expand their interlibrary loan services, in accordance with the provisions of Utah Code Annotated, 1953, as amended, Section 9-7-201 (3), Section 9-7-205 (1) (f) and 9-7-205 (2). Project will be completed by GRANTEE as outlined in Grant Application and in accordance with Scope of Work as outlined.

3. PROCUREMENT: This contract is entered into as the result of the procurement process on RX# N/A, FY N/A, Bid #N/A, a pre-approved sole source authorization (from the Division of Purchasing) SS# N/A, or other method: USL Library Borrower Support Project.

4. CONTRACT PERIOD: Effective Date: 07/01/2023 Termination Date: 06/30/2024, unless terminated early or extended in accordance with the terms and conditions of this contract. Renewal options (if any): N/A. This Agreement must be returned to USL with all required GRANTEE initials and/or signatures by 07/01/2023.

5. CONTRACT COSTS: GRANTEE will be paid a maximum of \$ 6311 for eligible interlibrary loan costs authorized by this contract. An "interlibrary loan request" is defined as a request made outside of an established consortium or county system through the OCLC WorldShare platform, in addition to requests for Book Buzz sets made directly to the State Library. This amount is calculated based on the amount of money that was requested/spent last year.

6. ATTACHMENTS INCLUDED AS PART OF THIS CONTRACT:  
 Attachment A – Standard Terms & Conditions for Grants  
 Attachment B – Scope of Work and Special Provisions  
 Attachment C – Federal Assurances and Certifications

Other Attachments: The following attachments are required for this Contract to comply with the aforementioned LSTA guidelines and are required for submission during project period as outlined. These documents are included in the total documentation for Contract, though received at different times during the effective dates of Contract.

- Final Report

**Any conflicts between Attachment A and the other attachments will be resolved in favor of Attachment A.**

7. Each person signing this Agreement represents and warrants that he/she is duly authorized and has legal capacity to execute and deliver this Agreement and bind the parties hereto. Each signatory represents and warrants to the other that the execution and delivery of the Agreement and the performance of each

party's obligations hereunder have been duly authorized and that the Agreement is a valid and enforceable agreement binding on the parties and enforceable in accordance with its terms.

Item 20.

**Page 2**  
**Contract between USL and San Juan County Library System**

The parties sign and cause this contract to be executed. This contract is not fully executed until both parties have signed this contract.

GRANTEE

STATE

\_\_\_\_\_  
Director, Manager or Authorized Signatory

\_\_\_\_\_  
Director, State Library Division

\_\_\_\_\_

\_\_\_\_\_  
N/A Grant  
Division of Purchasing

\_\_\_\_\_  
Date

\_\_\_\_\_  
Division of Finance

Agency Contact for questions during the contract process.

Rachel Cook  
Agency Contact

801-715-6722  
Phone Number

801-715-6767  
Fax Number

rcook@utah.gov  
Email

## Contract between USL and San Juan County Library System

### ATTACHMENT A

#### STATE OF UTAH STANDARD TERMS AND CONDITIONS FOR GRANTS

1. **DEFINITIONS:** The following terms shall have the meanings set forth below:
  - a. **“Contract”** means these terms and conditions, the Contract Signature Page(s), and all other attachments and documents incorporated by reference.
  - b. **“Contract Signature Page(s)”** means the cover page(s) that the State and Grantee sign.
  - c. **“Grantee”** means the individual or entity which is the recipient of grant money from the State. The term “Grantee” includes Grantee’s agents, officers, employees, and partners.
  - d. **“Non-Public Information”** means information that is deemed private, protected, controlled, or exempt from disclosure under the Government Records Access and Management Act (GRAMA) or as non-public under other applicable state and federal laws. Non-public information includes those records the State determines are protected after having properly received a written claim of business confidentiality as described in Utah Code § 63G-2-309. The State reserves the right to identify additional information that must be kept non-public under federal and state laws.
  - e. **“State”** means the State of Utah Department, Division, Office, Bureau, Agency, or other state entity identified on the Contract Signature Page(s).
  - f. **“Grant Money”** means money derived from state fees or tax revenues that is owned, held, or administered by the State.
  - g. **“SubGrantees”** means persons or entities under the direct or indirect control or responsibility of the Grantee, including, but not limited to, Grantee’s agents, consultants, employees, authorized resellers, or anyone else for whom the Grantee may be liable at any tier, including a person or entity providing or performing this Contract, including the Grantee’s manufacturers, distributors, and suppliers.
  
2. **GOVERNING LAW AND VENUE:** This Contract shall be governed by the laws, rules, and regulations of the State of Utah. Any action or proceeding arising from this Contract shall be brought in a court of competent jurisdiction in the State of Utah. Venue shall be in Salt Lake City, in the Third Judicial District Court for Salt Lake County.
  
3. **LAWS AND REGULATIONS:** At all times during this Contract, Grantee and all acts performed under this Contract will comply with all applicable federal and state constitutions, laws, rules, codes, orders, and regulations, including applicable licensure and certification requirements.
  
4. **REQUIRED ACCOUNTING:** Grantee agrees that it shall provide to State the following accounting for all Grant Money received by the Grantee, at least annually, and no later than 60 days after all of the Grant Money is spent:
  - a. a written description and an itemized report detailing the expenditure of the Grant Money or the intended expenditure of any Grant Money that has not been spent; and
  - b. a final written itemized report when all the Grant Money is spent.
  - c. **NOTE: If the Grantee is a non-profit corporation,** Grantee shall make annual disclosures pursuant to the requirements of Utah Code § 51-2a-201.5.
  
5. **RECORDS ADMINISTRATION:** Grantee shall maintain or supervise the maintenance of all records, receipts and any other documentation necessary to properly account for payments made by the State to Grantee under this Contract, Grantee’s performance of the Contract terms and milestones, and outcomes reported to the State by the Grantee. These records shall be retained by Grantee for at least six (6) years after final payment, or until all audits initiated within the six (6) years have been completed, whichever is later. Grantee agrees to allow, at no additional cost, State of Utah and federal auditors, State Entity staff, and/or a party hired by the State access to all records necessary to account for all Grant Money received by Grantee as a result of this contract and to verify that the Grantee’s use of the Grant Money is appropriate and has been properly reported.
  
6. **CONFLICT OF INTEREST:** Grantee represents that none of its officers or employees are officers or employees of the State of Utah, unless disclosure has been made to the State.



7. **INDEPENDENT GRANTEE:** Grantee and SubGrantees, in the performance of this Contract, shall act in an independent capacity and not as officers or employees or agents of the State.
8. **INDEMNITY:** Both parties to this agreement are governmental entities as defined in the Utah Governmental Immunity Act (Utah Code Ann. 63G-7-101 et. seq.). Nothing in this Contract shall be construed as a waiver by either or both parties of any rights, limits, protections or defenses provided by the Act. Nor shall this Contract be construed, with respect to third parties, as a waiver of any governmental immunity to which a party to this Contract is otherwise entitled. Subject to and consistent with the Act, each party will be responsible for its own actions or negligence and will defend against any claims or lawsuit brought against it. There are no indemnity obligations between these parties.
9. **EMPLOYMENT PRACTICES:** Grantee agrees to abide by federal and state employment laws, including: (i) Title VI and VII of the Civil Rights Act of 1964 (42 U.S.C. 2000e) which prohibits discrimination against any employee or applicant for employment or any applicant or recipient of services, on the basis of race, religion, color, or national origin; (ii) Executive Order No. 11246, as amended, which prohibits discrimination on the basis of sex; (iii) 45 CFR 90 which prohibits discrimination on the basis of age; (iv) Section 504 of the Rehabilitation Act of 1973, or the Americans with Disabilities Act of 1990 which prohibits discrimination on the basis of disabilities; and (v) Utah's Executive Order, dated December 13, 2006, which prohibits unlawful harassment in the work place. Grantee further agrees to abide by any other laws, regulations, or orders that prohibit the discrimination of any kind by any of Grantee's employees.
10. **AMENDMENTS:** This Contract may only be amended by the mutual written agreement of the parties, which amendment will be attached to this Contract. Automatic renewals will not apply to this Contract even if listed elsewhere in this Contract.
11. **NONAPPROPRIATION OF FUNDS, REDUCTION OF FUNDS, OR CHANGES IN LAW:** Upon thirty (30) days written notice delivered to the Grantee, this Contract may be terminated in whole or in part at the sole discretion of the State, if the State reasonably determines that: (i) a change in Federal or State legislation or applicable laws materially affects the ability of either party to perform under the terms of this Contract; or (ii) that a change in available funds affects the State's ability to pay under this Contract. A change of available funds as used in this paragraph, includes, but is not limited to, a change in Federal or State funding, whether as a result of a legislative act or by order of the President or the Governor.
12. **WORKERS COMPENSATION INSURANCE:** Grantee shall maintain during the term of this Contract, workers' compensation insurance for all its employees as well as any SubGrantees. Worker's compensation insurance shall cover full liability under the worker's compensation laws of the jurisdiction in which the service is performed at the statutory limits required by said jurisdiction. Grantee acknowledges that within thirty (30) days of contract award, Grantee must submit proof of certificate of insurance that meets the above requirements.
13. **PUBLIC INFORMATION:** Grantee agrees that this Contract and invoices will be public documents, and may be available for distribution in accordance with the State of Utah's Government Records Access and Management Act (GRAMA). Grantee gives the State express permission to make copies of this Contract, related documents, and invoices in accordance with GRAMA. Except for sections identified in writing by Grantee and expressly approved by the State of Utah Division of Purchasing and General Services, all of which must be in accordance with GRAMA, Grantee also agrees that the Grantee's Proposal to the Solicitation will be a public document, and copies may be given to the public as permitted under GRAMA. The State is not obligated to inform Grantee of any GRAMA requests for disclosure of this Contract, related documents, or invoices.
- a. **Grantee** may designate certain business information as protected under GRAMA pursuant to Utah Code Section 63G-2-305 and 63G-2-309. It is Grantee's sole responsibility to comply with the requirements of GRAMA as it relates to information regarding trade secrets and information that should be protected under business confidentiality.
14. **PAYMENT:** The acceptance by Grantee of final payment, without a written protest filed with the State within ten (10) business days of receipt of final payment, shall release the State from all claims and all

liability to the Grantee. The State's payment shall not be deemed an acceptance of the Services and is without prejudice to any and all claims that the State may have against Grantee.

15. **RECAPTURE:** State shall recapture and Grantee shall repay any Grant Money disbursed to Grantee that is not used by Grantee for the project identified or if the money is used for any illegal purpose.
16. **REVIEWS:** The State reserves the right to perform reviews, and/or comment upon the Grantee's use of the funds set forth in this Contract. Such reviews do not waive the requirement of Grantee to meet all of the terms and conditions of this Contract.
17. **ASSIGNMENT:** Grantee may not assign, sell, transfer, subcontract or sublet rights, or delegate any right or obligation under this Contract, in whole or in part, without the prior written approval of the State.
18. **NON-PUBLIC INFORMATION:** If non-public Information is disclosed to Grantee, Grantee shall: (i) advise its agents, officers, employees, partners, and SubGrantees of the obligations set forth in this Contract; (ii) keep all Non-public Information strictly confidential; and (iii) not disclose any Non-public Information received by it to any third parties. Grantee will promptly notify the State of any potential or actual misuse or misappropriation of Non-public Information.

Grantee shall be responsible for any breach of this duty of confidentiality, including any required remedies and/or notifications under applicable law. Grantee shall indemnify, hold harmless, and defend the State, including anyone for whom the State is liable, from claims related to a breach of this duty of confidentiality, including any notification requirements, by Grantee or anyone for whom the Grantee is liable.

Upon termination or expiration of this Contract and upon request by the State, Grantee will return all copies of Non-public Information to the State or certify, in writing, that the Non-public Information has been destroyed. This duty of confidentiality shall be ongoing and survive the termination or expiration of this Contract.

19. **PUBLICITY:** Grantee shall submit to the State for written approval all advertising and publicity matters relating to this Contract. It is within the State's sole discretion whether to provide approval, which must be done in writing.
20. **INDEMNIFICATION RELATING TO INTELLECTUAL PROPERTY:** If intellectual property is exchanged in return for the funding set forth in this contract, Grantee will indemnify and hold the State harmless from and against any and all damages, expenses (including reasonable attorneys' fees), claims, judgments, liabilities, and costs in any action or claim brought against the State for infringement of a third party's copyright, trademark, trade secret, or other proprietary right. The parties agree that if there are any limitations of Grantee's liability such limitations of liability will not apply to this section.
21. **OWNERSHIP IN INTELLECTUAL PROPERTY:** The State and Grantee each recognizes that each has no right, title, interest, proprietary or otherwise in the intellectual property owned or licensed by the other, unless otherwise agreed upon by the parties in writing.
22. **WAIVER:** A waiver of any right, power, or privilege shall not be construed as a waiver of any subsequent right, power, or privilege.
23. **ATTORNEY'S FEES:** In the event of any judicial action to enforce rights under this Contract, the prevailing party shall be entitled its costs and expenses, including reasonable attorney's fees, incurred in connection with such action.
24. **DISPUTE RESOLUTION:** Prior to either party filing a judicial proceeding, the parties agree to participate in the mediation of any dispute. The State, after consultation with the Grantee, may appoint an expert or panel of experts to assist in the resolution of a dispute. If the State appoints such an expert or panel, State and Grantee agree to cooperate in good faith in providing information and documents to the expert or panel in an effort to resolve the dispute.
25. **ORDER OF PRECEDENCE:** In the event of any conflict in the terms and conditions in this Contract, the order of precedence shall be: (i) this Attachment A; (ii) Contract Signature Page(s); (iii) the State's

additional terms and conditions, if any; (iv) any other attachment listed on the Contract Signature Page(s); and (v) Grantee's terms and conditions that are attached to this Contract, if any. Any provision attempting to limit the liability of Grantee or limits the rights of the State must be in writing and attached to this Contract or it is rendered null and void.

26. **SURVIVAL OF TERMS:** Termination or expiration of this Contract shall not extinguish or prejudice the State Entity's right to enforce this Contract with respect to any default or defect in the Services that has not been cured.
27. **SEVERABILITY:** The invalidity or unenforceability of any provision, term, or condition of this Contract shall not affect the validity or enforceability of any other provision, term, or condition of this Contract, which shall remain in full force and effect.
28. **ENTIRE AGREEMENT:** This Contract constitutes the entire agreement between the parties and supersedes any and all other prior and contemporaneous agreements and understandings between the parties, whether oral or written.

(Revision date: 30 March 2016)

**Contract between USL and San Juan County Library System****Contract #****ATTACHMENT B**  
SCOPE OF WORK AND SPECIAL PROVISIONS

This Contract is entered into to provide for the cooperative development of local public library services in accordance with the provisions of Utah Code Ann. §§9-7-201(3), 9-7-205(1)(f) and 9-7-205(2) (LexisNexis 2015).

THEREFORE, the parties agree as follows:

1. **This Agreement must be returned to USL with all required GRANTEE initials and/or signatures by 07/01/2023.** Any exceptions must be arranged in writing via email to Faye Fischer, at [ffischer@utah.gov](mailto:ffischer@utah.gov).
2. The effective dates of Contract shall be from 07/01/2023 through 06/30/2024, unless terminated sooner in accordance with the terms and conditions herein.
3. The amount payable to GRANTEE by USL for the performance of activities outlined in this Agreement shall not exceed \$6311. This amount is calculated based on the amount of money that was requested/spent last year.
4. This Agreement may be terminated with or without cause by either party with 60 days prior written notice. Upon termination of this Agreement, all accounts and payments for services rendered prior to the termination date will be processed according to established financial procedures. Advanced funds that are not used upon termination must be returned to USL within 30 days of termination date.
5. Communication between Agreement agencies shall be directed to those individuals appointed by each agency. Any information or other correspondence regarding this Agreement shall be forwarded through the designated contact person. These individuals are as follows:
 

USL Contact: Rachel Cook, [rcook@utah.gov](mailto:rcook@utah.gov), 801-715-6722

GRANTEE Contact: Nicole Perkins, [nperkins@sanjuancounty.org](mailto:nperkins@sanjuancounty.org), (435) 678-2335
6. The Catalog of Federal Domestic Assistance lists the LSTA grant program number as CFDA #45.310.

**SCOPE OF WORK**

1. Library Services and Technology Act (LSTA) funds will be used to finance approved projects. Approved projects will be required to follow State and Federal guidelines in regards to procurement, expenditure of funds, and reporting standards.
2. The Project Director must create a separate cost center for sub-award (LSTA) funds. LSTA funds may not be placed in an interest-bearing account.
3. The Project Director must set up an accounting system to track expenditures of LSTA, matching, and in-kind funds or services.
4. The GRANTEE must retain electronic copies of all invoices during the grant period. Copies must be complete and legible and be available for submission upon request.
5. The Project Director must read the Grant Administrative Guidelines within one (1) month of the start of the grant period.
6. The Project Director must retain all documentation (either in paper or electronic format) related to the grant project for three (3) years after the completion of the grant.
7. If the Project Director or Financial Officer cannot fulfill their duties through the completion of the grant, the USL Contact must be informed within seven (7) working days.
8. *All spending must be complete by 06/30/2024, as outlined in Grant Application and final Grant Funding, reimbursement requests must be submitted by 7/5/2024.*
9. Final Report (including final budget information) is due to USL on or before 07/10/2024.

## **Contract between USL and San Juan County Library System**

10. Funds may be requested for reimbursement by submitting a LSTA Request for Reimbursement of Expenditures form found at <https://utahdcc.secure.force.com/usl/> with the associated documentation as needed throughout the Grant period.

### **SPECIAL PROVISIONS**

#### **USL agrees to the following:**

1. USL will provide digital marketing materials to the GRANTEE for the purpose of promoting the service to their patrons.
2. USL will reimburse GRANTEE expenses as soon as possible after acceptable documentation is received.
3. USL will provide training to GRANTEE on ILL systems and other technical support.
4. Payments by USL under this Agreement are subject to the appropriation of such funds.

#### **GRANTEE agrees to the following:**

1. GRANTEE will review grant administrative guidelines and ensure adherence to said guidelines.
2. GRANTEE will provide priority interlibrary loan service to its patrons at no charge.
3. GRANTEE will mark all returned ILL items as "Library Mail" to take advantage of reduced postage rates.
4. GRANTEE will promote the services to patrons via social media and all other advertising channels at their disposal.
5. GRANTEE will submit requested report at the end of the grant period.
6. GRANTEE will submit requests for reimbursement for allowable expenses only. (See Allowable Expenses below.)
7. GRANTEE will ensure at least 24 loan requests are completed each year to receive these grant funds. Libraries not getting at least 24 loans will not be reimbursed for their ILL expenses.
8. GRANTEE will ensure that The Institute for Museums and Library Services 2021 Grants to States Award Guidance is followed in relevant part regarding where Utah State Library and sub-recipient "You and your sub-recipients must acknowledge IMLS in all related publications and activities supported with your award money. ... A kit with suggestions and materials to help you and your sub-recipients publicize grant activities is available at <https://www.imls.gov/grants/grantrecipients/grantee-communications-kit>." The IMLS website includes the IMLS logo available to download and use in published materials where appropriate.
9. GRANTEE will also ensure that The Utah State Library Division, Department of Cultural and Community Engagement, is acknowledged in all related publications and activities supported with LSTA grant funds. A combined acknowledgement statement may read: "This program was funded in part through a grant from Utah State Library Division, Department of Cultural and Community Engagement, and from the Institute of Museum and Library Services which administers the Library Services and Technology Act." Please use this combined statement in your publications and activities.

### **OTHER INFORMATION:**

The links for the Final Report will be emailed to project directors. Grant Administrative Guidelines can be found at <https://docs.google.com/document/d/1imoSyLYtLDSBctiqmwCk514NEXixPNtjRPnFtkCCo7k/edit>.

#### **Allowable Expenses**

- Postage to return requested materials.
- Boxes and mailing envelopes to return requested materials.
- Mailing labels for materials requested
- Staff time to process these requests may also be an allowable expense if the requests are requiring time outside of normally scheduled staff hours. Please contact the Grants Coordinator, Rachel Cook ([rcook@utah.gov](mailto:rcook@utah.gov)) if you need to use these grant funds to cover staff time.

**Contract between USL and San Juan County Library System**  
**ATTACHMENT C**

**FEDERAL ASSURANCES AND CERTIFICATIONS**

*These pages are required by the Institute of Museum and Library Services (IMLS), the federal agency that oversees LSTA funding.*

**Subgrantees and Subcontractors.** These terms refer to the subgrantee library and any vendors the library might use to complete the proposed project. Certification responsibilities extend beyond the grantee (Utah State Library Division) to subgrantees (Libraries) and subcontractors (Vendors and Partners) under certain circumstances. For more information on terms used in this section please refer to the ***Definitions of Federal Assurances Terms***, after the Assurances.

**Nondiscrimination** The authorized representative, on behalf of the applicant, certifies that the applicant will comply with the following nondiscrimination statutes and their implementing regulations:

1. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. § 2000 et seq.), which prohibits discrimination on the basis of race, color, or national origin (note: as clarified by Exec. Order No. 13166, the applicant must take reasonable steps to ensure that limited English proficient (LEP) persons have meaningful access to the applicant's programs (see IMLS guidance at 68 Federal Register 17679, April 10, 2003));
2. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 701 et seq., including § 794), which prohibits discrimination on the basis of disability (note: IMLS applies the regulations in 45 C.F.R. part 1181 in determining compliance with Section 504 as it applies to recipients of Federal assistance);
3. Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681– 1689), which prohibits discrimination on the basis of sex in education programs;
4. The Age Discrimination in Employment Act of 1975, as amended (42 U.S.C. § 6101 et seq.), which prohibits discrimination on the basis of age; and
5. The requirements of any other nondiscrimination statute(s) which may apply to the application.

**Debarment and Suspension** The applicant will comply with 2 C.F.R. part 3185 and 2 C.F.R. part 180, as applicable.

The authorized representative, on behalf of the applicant, certifies to the best of his or her knowledge and belief that neither the applicant nor any of its principals for the Five-Year Plan:

1. are presently excluded or disqualified;
2. have been convicted within the preceding three years of any of the offenses listed in 2 C.F.R. § 180.800(a) or had a civil judgment rendered against it or them for one of those offenses within that time period;
3. are presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses listed in 2 C.F.R. § 180.800(a); or
4. have had one or more public transactions (Federal, State, or local) terminated within the preceding three years for cause or default.

Where the applicant is unable to certify to any of the statements in this certification, the authorized representative, on behalf of the applicant, shall attach an explanation to the application. The applicant, as a primary tier participant, is required to comply with 2 C.F.R. part 180 (Subpart C) (Responsibilities of Participants Regarding Transactions Doing Business with Other Persons) as a condition of participation in the award. The applicant is also required to communicate the requirement to comply with 2 C.F.R. part 180 (Subpart C) (Responsibilities of Participants Regarding Transactions Doing Business with Other Persons) to persons at the next lower tier with whom the applicant enters into covered transactions. As noted in the preceding paragraph, applicants who plan to use IMLS awards to fund contracts should be aware that they must comply with the communication and verification requirements set forth in the above Debarment and Suspension provisions.

**Prohibitions Against Lobbying, Publicity, and Propaganda** In accordance with Federal appropriations law, no IMLS funds may be used for publicity or propaganda purposes for the preparation, distribution, or use of any kit, pamphlet, booklet, publication, electronic communication, radio, television, or video presentation designed to support or defeat the enactment of legislation before the Congress or any State or local legislature or legislative body or designed to support or defeat any proposed or pending regulation, administrative action, or order issued by the executive branch of any State or local government. No IMLS funds may be used to pay the salary or expenses of any grant or contract recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action, or Executive order proposed or pending before the Congress or any State government, State legislature or local legislature or legislative body.

### **Certification Regarding Lobbying Activities**

(Applies to Applicants Requesting Funds in Excess of \$100,000) (31 U.S.C. § 1352)

The authorized representative certifies, to the best of his or her knowledge and belief, that:

- (a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the authorized representative, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (b) If any funds other than Federal appropriated funds have been paid or will be paid to any person (other than a regularly employed officer or employee of the applicant, as 5 provided in 31 U.S.C. § 1352) for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the authorized representative shall complete and submit Standard Form LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.
- (c) The authorized representative shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance is placed when the transaction is made or entered into. Submission of this certification is a prerequisite for making or entering into the transaction imposed by 31 U.S.C. § 1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

**Certification Regarding Trafficking in Persons** The authorized representative, on behalf of the applicant, certifies, as a condition of the award, that the applicant will comply with the trafficking in persons requirements that are set out below.

The applicant must comply with Federal law pertaining to trafficking in persons. Under 22 U.S.C. §7104(g), any grant, contract, or cooperative agreement entered into by a Federal agency under which funds are to be provided to a private entity shall include a condition that authorizes the Federal agency (IMLS) to terminate the grant, contract, or cooperative agreement, or take other authorized actions, if the grantee or any applicant, or the contractor or any subcontractor, engages in, or uses labor recruiters, brokers, or other agents who engage in trafficking in persons, the procurement of a commercial sex act, the use of forced labor, or acts that directly support or advance trafficking in persons. 2 C.F.R. part 175 requires IMLS to include the following award term, which is made a part of these General Terms and Conditions:

- a. Provisions applicable to a recipient that is a private entity.

1. The applicant, as the recipient, its employees, subrecipients under this award, and subrecipients' employees may not—

- i. Engage in severe forms of trafficking in persons during the period of time that the award is in effect;
- ii. Procure a commercial sex act during the period of time that the award is in effect; or
- iii. Use forced labor in the performance of the award or subawards under the award.

2. IMLS as the Federal awarding agency may unilaterally terminate this award, without penalty, if the APPLICANT or a subrecipient that is a private entity —

- i. Is determined to have violated a prohibition in paragraph a.1 of this award term; or
- ii. Has an employee who is determined by the agency official authorized to terminate the award to have violated a prohibition in paragraph a.1 of this award term through conduct that is either—
  - A. Associated with performance under this award; or
  - B. Imputed to the APPLICANT or the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 C.F.R. part 180, “OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement),” as implemented by our agency at 2 C.F.R. Chapter XXXI, part 3185.

b. Provision applicable to a recipient other than a private entity. IMLS as the Federal awarding agency may unilaterally terminate this award, without penalty, if a subrecipient that is a private entity—

- 1. Is determined to have violated an applicable prohibition in paragraph a.1 of this award term; or
- 2. Has an employee who is determined by the agency official authorized to terminate the award to have violated an applicable prohibition in paragraph a.1 of this award term through conduct that is either—
  - i. Associated with performance under this award; or
  - ii. Imputed to the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 C.F.R. part 180, “OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement),” as implemented by our agency at 2 C.F.R. part 3185.

c. Provisions applicable to any recipient.

1. The applicant must inform IMLS immediately of any information the applicant receives from any source alleging a violation of a prohibition in paragraph a.1 of this award term.

2. IMLS’s right to terminate unilaterally that is described in paragraph a.2 or b of this section:

- i. Implements section 106(g) of the Trafficking Victims Protection Act of 2000 (TVPA), as amended (22 U.S.C. §7104(g)), and
- ii. Is in addition to all other remedies for noncompliance that are available to us under this award.

3. The applicant must include the requirements of paragraph a.1 of this award term in any subaward the applicant makes to a private entity.

d. Definitions. For purposes of this award term:

1. “Employee” means either:

- i. An individual employed by the applicant or a subrecipient who is engaged in the performance of the project or program under this award; or
- ii. Another person engaged in the performance of the project or program under this award and not compensated by the APPLICANT including, but not limited to, a volunteer or individual whose services are contributed by a third party as an in-kind contribution toward cost sharing or matching requirements.

2. “Forced labor” means labor obtained by any of the following methods: the recruitment, harboring, transportation, provision, or obtaining of a person for labor or services, through the use of force, fraud, or coercion for the purpose of subjection to involuntary servitude, peonage, debt bondage, or slavery.

3. “Private entity”:



- i. Means any entity other than a State, local government, Indian tribe, or foreign public entity, as those terms are defined in 2 C.F.R. § 175.25.
- ii. Includes: A. A nonprofit organization, including any nonprofit institution of higher education, hospital, or tribal organization other than one included in the definition of Indian tribe at 2 C.F.R. § 175.25(b). 14 B. A for-profit organization.
- iii. “Severe forms of trafficking in persons,” “commercial sex act,” and “coercion” have the meanings given at section 103 of the TVPA, as amended (22 U.S.C. § 7102).

### Internet Safety Certification

Internet Safety Pursuant to 20 U.S.C. § 9134(b)(7), the authorized representative, on behalf of the applicant, provides assurance that the applicant will comply with 20 U.S.C. § 9134(f), which sets out standards relating to Internet Safety for public libraries and public elementary school and secondary school libraries that do not receive services at discount rates under § 254(h)(6) 2 of 47 U.S.C., and for which IMLS State Program funds are used to purchase computers used to access the Internet or to pay for direct costs associated with accessing the Internet. Each applicant must assure IMLS that no funds made available under the Grants to States Program for a public library or public elementary or secondary school library that does not receive E-rate services may be used to purchase computers used to access the Internet, or to pay for the direct costs of accessing the Internet, unless the library has certified compliance with the applicable CIPA requirements. See links to Children’s Internet Protection Act (CIPA) in *Appendix F- Definitions of Federal Assurance Terms*.

### Acknowledging IMLS

All materials publicizing or resulting from grant activities must contain an acknowledgement of IMLS support, unless IMLS advises otherwise. This includes invitations, brochures, and signage; audio/video programming for radio, television, or web broadcast; and websites, social media, PowerPoint presentations, and e-mail announcements. (See Grantee Communications Kit, available at [www.imls.gov](http://www.imls.gov), for specific guidance).

The type of recognition varies according to the type of activity. Please use the following guidelines for acknowledgement:

- Written materials must include a credit line indicating IMLS as a source of support;
- Graphic items such as posters or brochures should include the IMLS logo (see [Grantee Communications Kit](#), available at [www.imls.gov](http://www.imls.gov)) displayed in accordance with the [Logo Standards Guide](#);
- Online products, digital publications, and websites should include links to the IMLS website, [www.imls.gov](http://www.imls.gov);
- Audio/video broadcasts must include a tagline indicating IMLS as a source of support. Video broadcasts should display the IMLS logo.

In materials that contain or present substantive project content, such as an exhibition, article, catalogue, or other publication, video documentary, or online exhibition or website, the acknowledgement must also include the following statement:

“The views, findings, conclusions or recommendations expressed in this (publication) (program) (exhibition) (website) (article) do not necessarily represent those of the Institute of Museum and Library Services.”

If you have any question about whether your product requires this statement, contact the IMLS Office of Communications.

### Acknowledgement of Federal Support

When issuing statements, press releases, requests for proposals, bid solicitations and other documents describing projects or programs funded in whole or in part with Federal money, all awardees receiving IMLS appropriated funding, including but not limited to State and local governments and recipients of Federal research grants, shall clearly state:

1. The percentage of the total costs of the program or project which will be financed with Federal money;
2. The dollar amount of Federal funds for the project or program; and
3. Percentage and dollar amount of the total costs of the project or program that will be financed by non-governmental sources.

## **DEFINITIONS OF FEDERAL ASSURANCE TERMS**

### **Covered Transaction**

A covered transaction is either a primary or lower-tier covered transaction.

### **Debarment**

An action taken by a debarring official in accordance with 45 CFR Part 1185 to exclude a person from participating in covered transactions. A person so excluded is "debarred."

### **Debarment and Suspension**

The applicant agrees by submitting a proposal that should the proposal be funded by the Institute of Museum and Library Services (IMLS), it shall not enter into any project related transactions with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the IMLS. It should be noted that, in terms of this certification, the legal definition of "person" includes organizations as well as individuals.

### **Ineligible**

Excluded from participation in federal non-procurement programs pursuant to a determination of ineligibility under statutory, executive order or regulator authority, other than Executive Order 12549.

### **Lobbying Activities**

Those who receive a subgrant, contract, or subcontract exceeding \$100,000 at any tier under an IMLS grant are required to file a certification and, when necessary, a disclosure form, to the next tier above.

### **Lower Tier Covered Transaction**

- a) Any transaction between a participant and a person other than a procurement contract for goods or services, regardless of type, under a primary covered transaction.
- b) Any procurement simplified acquisition threshold (currently \$100,000) under a primary covered transaction.
- c) Any procurement contract for goods or services between a participant and a person under a covered transaction, regardless of amount, under which that person will have a critical influence on or substantive control over that covered transaction. Such persons are project directors, principal investigators, and providers of federally-required audit services.

### **Participants**

Any person who submits a proposal for, enters into, or reasonably may be expected to enter into a covered transaction. This term also includes any person who acts on behalf of or is authorized to commit a participant in a covered transaction as an agent or representative of another participant.

### **Person**

Any individual, corporation, partnership, association, unit of government or legal entity, however organized, except foreign governments of foreign governmental entities, public international organizations, foreign government owned or controlled entities.

### **Primary Covered Transaction**

Any non-procurement transaction between an agency and a person, regardless of type, including grants, cooperative agreements, scholarships, fellowships, contracts of assistance, loans, loan guarantees, subsidies, insurance, payments for specified use, donation, agreements, and any other non-procurement transactions between a federal agency and a person.

**Principal**

Officer, director, owner, partner, key employee, or other person within a participant with primary management or supervisory responsibilities; or a person who has critical influence on or substantive control over a covered transaction, whether or not employed by the participant.

**Suspension**

An action taken by a suspending official in accordance with these regulations that immediately excludes a person from participating in covered transactions for a temporary period, pending completion of an investigation and such legal, debarment, or Program Fraud Civil Remedies Act proceedings as may ensue.

**Voluntarily Excluded**

The status of non-participation or limited participation in covered transaction assumed by a person pursuant to the terms of a settlement.

**Children's Internet Protection Act Certification (CIPA)**

- [Children's Internet Protection Act \(CIPA\) 47 CFR 54.520](https://www.govinfo.gov/app/details/CFR-2021-title47-vol3/CFR-2021-title47-vol3-sec54-520)  
[https://www.govinfo.gov/app/details/CFR-2021-title47-vol3/CFR-2021-title47-vol3-sec54-520\](https://www.govinfo.gov/app/details/CFR-2021-title47-vol3/CFR-2021-title47-vol3-sec54-520)
- [Internet Safety 20 USC §9134 \(f\)\(1\)](http://uscode.house.gov/view.xhtml?req=granuleid:USC-prelim-title20-section9134&num=0&edition=prelim)  
<http://uscode.house.gov/view.xhtml?req=granuleid:USC-prelim-title20-section9134&num=0&edition=prelim>
- [Internet and online access policy required UCA 9-7-215](https://le.utah.gov/xcode/Title9/Chapter7/9-7-S215.html)  
<https://le.utah.gov/xcode/Title9/Chapter7/9-7-S215.html>

## Memorandum of Understanding San Juan County Children's Justice Center

In accordance with Utah Code Annotated, Title 67, Chapter 5b, the State of Utah has established a statewide program that provides a comprehensive, multidisciplinary, and intergovernmental response to child abuse victims in a facility known as a Children's Justice Center. This Memorandum of Understanding for the Children's Justice Center (hereinafter referred to as "Center") is executed by and among the following agencies:

- San Juan County
- San Juan County Attorney's Office
- Utah Attorney General's Office
- San Juan County Sheriff's Office
- Blanding City Police Department
- Navajo Nation Police Department
- Department of Health and Human Services, Division of Child and Family Services
- Utah Guardian ad Litem
- San Juan Counseling
- Primary Children's Hospital (IHC Health Services, Inc.)
- San Juan County Victim Assistance Program
- San Juan County Children's Justice Center
- San Juan School District

WHEREAS, in conjunction with the attorney general, the Center shall:

- a. Coordinate the activities of the public agencies involved in the investigation and prosecution of child abuse cases and the delivery of services to child abuse victims and child abuse victims' families;
- b. Provide a neutral, child-friendly program, where interviews are conducted and services are provided to facilitate the effective and appropriate disposition of child abuse cases in juvenile, civil, and criminal court proceedings;
- c. Facilitate a process for interviews of child abuse victims to be conducted in a professional and neutral manner;
- d. Obtain reliable and admissible information that can be used effectively in child abuse cases in the state;
- e. Maintain a multidisciplinary team that includes representatives of public agencies involved in the investigation and prosecution of child abuse cases and in the delivery of services to child abuse victims and child abuse victims' families;
- f. Hold regularly scheduled case reviews with the multidisciplinary team;
- g. Coordinate and track investigation of the alleged offense and preparation of prosecution;

- h. Maintain a working protocol that addresses the Center's procedures for conducting forensic interviews and case reviews, and for ensuring a child abuse victim's access to medical and mental health services;
- i. Maintain a system to track the status of cases and the provision of services to child abuse victims and child abuse victims' families;
- j. Provide training for professionals involved in the investigation and prosecution of child abuse cases and in the provision of related treatment and services;
- k. Enhance community understanding of child abuse cases; and
- l. Provide as many services as possible that are required for the thorough and effective investigation of child abuse cases.

WHEREAS, the parties recognize that:

1. Child abuse is a community problem that causes devastating damage to individual children, their families, and the communities in which they live,
2. No single agency, individual, or discipline has all the knowledge, skills and resources to provide assistance needed by abused children and their families,
3. The combined wisdom, experience, professional knowledge and continued training of prosecutors, child protective services, law enforcement, medical and mental health professionals, and others will significantly enhance the effectiveness of the investigation, prosecution and treatment of victims of child abuse and their families.

THEREFORE, the parties agree to cooperate in:

1. Maintaining a comprehensive and collaborative multidisciplinary team response to victims of child abuse;
2. Reducing, to the greatest extent possible, the number of interviews required of a victim of child abuse to minimize the negative impact of the investigation of the child; and
3. Developing, maintaining, and supporting, through the center, an environment that emphasizes the best interest of children.

This agreement is not intended to create any additional liability to the parties not currently provided by law. This agreement does not create a separate entity.

IN WITNESS WHEREOF, the parties have executed this Memorandum of Understanding and is effective for (five) years as of the date of the last signature.

Memorandum of Understanding  
San Juan County Children's Justice Center

\_\_\_\_\_  
Katy Welkie, VP Children's Health/CEO PCH  
Primary Children's Hospital (IHC Health Services, Inc.)

\_\_\_\_\_  
Date

Memorandum of Understanding  
San Juan County Children's Justice Center

\_\_\_\_\_  
**[Name]**  
Utah Guardian Ad Litem

\_\_\_\_\_  
Date

Memorandum of Understanding  
San Juan County Children's Justice Center

\_\_\_\_\_  
**[Directors Name here, CJC Director]**  
Name of County Children's Justice Center

\_\_\_\_\_  
Date



Memorandum of Understanding  
San Juan County Children's Justice Center

\_\_\_\_\_  
Brittney Ivins  
San Juan County Attorney

\_\_\_\_\_  
Date

Memorandum of Understanding  
San Juan County Children's Justice Center

\_\_\_\_\_  
Bruce Adams, Commission Chair  
San Juan County

\_\_\_\_\_  
Date

Memorandum of Understanding  
San Juan County Children's Justice Center

\_\_\_\_\_  
Lehi Lacy  
San Juan County Sheriff

\_\_\_\_\_  
Date

Memorandum of Understanding  
San Juan County Children's Justice Center

\_\_\_\_\_  
JJ Bradford  
Blanding City Police

\_\_\_\_\_  
Date

Memorandum of Understanding  
San Juan County Children's Justice Center

\_\_\_\_\_  
**[Name, Title]**  
Navajo Nation Police

\_\_\_\_\_  
Date

Memorandum of Understanding  
San Juan County Children's Justice Center

\_\_\_\_\_  
**Tracy Gruber, Executive Director**  
Department of Health and Human Services, Division of Child and Family Services

\_\_\_\_\_  
Date

Memorandum of Understanding  
San Juan County Children's Justice Center

\_\_\_\_\_  
Tammy Squires  
San Juan Counseling

\_\_\_\_\_  
Date

Memorandum of Understanding  
San Juan County Children's Justice Center

\_\_\_\_\_  
**[Name, Title]**  
San Juan School District

\_\_\_\_\_  
Date



Memorandum of Understanding  
San Juan County Children's Justice Center

\_\_\_\_\_  
Amber McArthur  
San Juan County Victim Assistance Program

\_\_\_\_\_  
Date

Memorandum of Understanding  
San Juan County Children's Justice Center

\_\_\_\_\_  
**Carol Verdoia, Assistant Attorney General/Division Director**  
Utah Attorney General's Office

\_\_\_\_\_  
Date

Note: Changes have been made to Section 22.

This is for a contract between Government Entities within the State of Utah for services (including professional services) meaning the furnishing of labor, time, or effort by a contractor. These terms and conditions may only be used when both parties are government entities or political subdivisions as defined in the Utah Government Immunity Act.

1. **DEFINITIONS:** The following terms shall have the meanings set forth below:
  - a) "Confidential Information" means information that is deemed as confidential under applicable state and federal laws, including personal information. The State Entity reserves the right to identify, during and after this Purchase Order, additional reasonable types of categories of information that must be kept confidential under federal and state laws.
  - b) "Contract" means the Contract Signature Page(s), including all referenced attachments and documents incorporated by reference. The term "Contract" may include any purchase orders that result from the parties entering into this Contract.
  - c) "Contract Signature Page(s)" means the State of Utah cover page(s) that the State Entity and Contractor sign.
  - d) "Contractor" means the individual or entity delivering the Services identified in this Contract. The term "Contractor" shall include Contractor's agents, officers, employees, and partners.
  - e) "Services" means the furnishing of labor, time, or effort by Contractor pursuant to this Contract. Services shall include, but not limited to, all of the deliverable(s) that result from Contractor performing the Services pursuant to this Contract. Services include those professional services identified in Section 63G-6a-103 of the Utah Procurement Code.
  - f) "Proposal" means Contractor's response to the State Entity's Solicitation.
  - g) "Solicitation" means the documents used by the State Entity to obtain Contractor's Proposal.
  - h) "State Entity" means the department, division, office, bureau, agency, or other organization identified on the Contract Signature Page(s).
  - i) "State of Utah" means the State of Utah, in its entirety, including its institutions, agencies, departments, divisions, authorities, instrumentalities, boards, commissions, elected or appointed officers, employees, agents, and authorized volunteers.
  - j) "Subcontractors" means subcontractors or subconsultants at any tier that are under the direct or indirect control or responsibility of the Contractor, and includes all independent contractors, agents, employees, authorized resellers, or anyone else for whom the Contractor may be liable at any tier, including a person or entity that is, or will be, providing or performing an essential aspect of this Contract, including Contractor's manufacturers, distributors, and suppliers.
2. **GOVERNING LAW AND VENUE:** This Contract shall be governed by the laws, rules, and regulations of the State of Utah. Any action or proceeding arising from this Contract shall be brought in a court of competent jurisdiction in the State of Utah. Venue shall be in Salt Lake City, in the Third Judicial District Court for Salt Lake County.
3. **LAWS AND REGULATIONS:** At all times during this Contract, Contractor and all Services performed under this Contract will comply with all applicable federal and state constitutions, laws, rules, codes, orders, and regulations, including applicable licensure and certification requirements.
4. **RECORDS ADMINISTRATION:** Contractor shall maintain or supervise the maintenance of all records necessary to properly account for Contractor's performance and the payments made by the State Entity to Contractor under this Contract. These records shall be retained by Contractor for at least six (6) years after final payment, or until all audits initiated within the six (6) years have been completed, whichever is later. Contractor agrees to allow, at no additional cost, State of Utah and federal auditors, and State Entity staff, access to all such records.
5. **CERTIFY REGISTRATION AND USE OF EMPLOYMENT "STATUS VERIFICATION SYSTEM":** INTENTIONALLY DELETED
6. **CONFLICT OF INTEREST:** INTENTIONALLY DELETED
7. **INDEPENDENT CONTRACTOR:** Contractor's legal status is that of an independent contractor, and in no manner shall Contractor be deemed an employee or agent of the State Entity or the State of Utah, and therefore is not entitled to any of the benefits associated with such employment. Contractor, as an independent contractor, shall have no authorization, express or implied, to bind the State Entity or the State of Utah to any agreements, settlements, liabilities, or understandings whatsoever, and agrees not to perform any acts as an agent for the State Entity or the State of Utah. Contractor shall remain responsible for all applicable federal, state, and local taxes, and all FICA contributions.
8. **INDEMNITY:** Both parties to this agreement are governmental entities as defined in the Utah Governmental Immunity Act (Utah Code Ann. 63G-7-101 et. seq.). Nothing in this Contract shall be construed as a waiver by either or both parties of any

rights, limits, protections or defenses provided by the Act. Nor shall this Contract be construed, with respect to third party as a waiver of any governmental immunity to which a party to this Contract is otherwise entitled. Subject to and consistent with the Act, each party will be responsible for its own actions or negligence and will defend against any claims or lawsuit brought against it. There are no indemnity obligations between these parties.

- 9. **EMPLOYMENT PRACTICES:** Contractor agrees to abide by the following employment laws: (i) Title VI and VII of the Civil Rights Act of 1964 (42 U.S.C. 2000e) which prohibits discrimination against any employee or applicant for employment or any applicant or recipient of services, on the basis of race, religion, color, or national origin; (ii) Executive Order No. 11246, as amended, which prohibits discrimination on the basis of sex; (iii) 45 CFR 90 which prohibits discrimination on the basis of age; (iv) Section 504 of the Rehabilitation Act of 1973, or the Americans with Disabilities Act of 1990 which prohibits discrimination on the basis of disabilities; and (v) Utah's Executive Order, dated December 13, 2006, which prohibits unlawful harassment in the work place. Contractor further agrees to abide by any other laws, regulations, or orders that prohibit the discrimination of any kind by any of Contractor's employees.
- 10. **AMENDMENTS:** This Contract may only be amended by the mutual written agreement of the parties, provided that the amendment is within the Scope of Work of this Contract and is within the scope/purpose of the original solicitation for which this Contract was derived. The amendment will be attached and made part of this Contract. Automatic renewals will not apply to this Contract, even if listed elsewhere in this Contract.
- 11. **DEBARMENT:** Contractor certifies that it is not presently nor has ever been debarred, suspended, or proposed for debarment by any governmental department or agency, whether international, national, state, or local. Contractor must notify the State Entity within thirty (30) days if debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in any contract by any governmental entity during this Contract.
- 12. **TERMINATION:** Unless otherwise stated in this Contract, this Contract may be terminated, with cause by either party, in advance of the specified expiration date, upon written notice given by the other party. The party in violation will be given ten (10) days after written notification to correct and cease the violations, after which this Contract may be terminated for cause immediately and is subject to the remedies listed below. This Contract may also be terminated without cause (for convenience), in advance of the specified expiration date, by either party, upon sixty (60) days written termination notice being given to the other party. The State Entity and the Contractor may terminate this Contract, in whole or in part, at any time, by mutual agreement in writing. On termination of this Contract, all accounts and payments will be processed according to the financial arrangements set forth herein for approved Services ordered prior to date of termination.

Contractor shall be compensated for the Services properly performed under this Contract up to the effective date of the notice of termination. Contractor agrees that in the event of such termination for cause or without cause, Contractor's sole remedy and monetary recovery from the State Entity or the State of Utah is limited to full payment for all Services properly performed as authorized under this Contract up to the date of termination as well as any reasonable monies owed as a result of Contractor having to terminate other contracts necessarily and appropriately entered into by Contractor pursuant to this Contract.

- 13. **NONAPPROPRIATION OF FUNDS, REDUCTION OF FUNDS, OR CHANGES IN LAW:** Upon thirty (30) days written notice delivered to the Contractor, this Contract may be terminated in whole or in part at the sole discretion of the State Entity, if the State Entity reasonably determines that: (i) a change in Federal or State legislation or applicable laws materially affects the ability of either party to perform under the terms of this Contract; or (ii) that a change in available funds affects the State Entity's ability to pay under this Contract. A change of available funds as used in this paragraph, includes, but is not limited to, a change in Federal or State funding, whether as a result of a legislative act or by order of the President or the Governor.

If a written notice is delivered under this section, the State Entity will reimburse Contractor for the Services properly ordered until the effective date of said notice. The State Entity will not be liable for any performance, commitments, penalties, or liquidated damages that accrue after the effective date of said written notice.

- 14. **SUSPENSION OF WORK:** Should circumstances arise which would cause the State Entity to suspend Contractor's responsibilities under this Contract, but not terminate this Contract, this will be done by written notice. Contractor's responsibilities may be reinstated upon advance formal written notice from the State Entity.
- 15. **SALES TAX EXEMPTION:** The Services under this Contract will be paid for from the State Entity's funds and used in the exercise of the State Entity's essential functions as a State of Utah entity. Upon request, the State Entity will provide Contractor with its sales tax exemption number. It is Contractor's responsibility to request the State Entity's sales tax exemption number. It also is Contractor's sole responsibility to ascertain whether any tax deduction or benefits apply to any aspect of this Contract.
- 16. **INSURANCE:** INTENTIONALLY DELETED
- 17. **WORKERS COMPENSATION INSURANCE:** Contractor shall maintain during the term of this Contract, workers' compensation insurance for all its employees as well as any Subcontractor employees related to this Contract. Worker's compensation insurance shall cover full liability under the worker's compensation laws of the jurisdiction in which the service is performed at the statutory limits required by said jurisdiction. Contractor acknowledges that within thirty (30) days of contract award, Contractor must submit proof of certificate of insurance that meets the above requirements.
- 18. **ADDITIONAL INSURANCE REQUIREMENTS:** INTENTIONALLY DELETED
- 19. **PUBLIC INFORMATION:** Contractor agrees that this Contract, related purchase orders, related pricing documents, and invoices will be public documents, and may be available for public and private distribution in accordance with the State of Utah's Government Records Access and Management Act (GRAMA). Contractor gives the State Entity and the State of Utah express permission to make copies of this Contract, related sales orders, related pricing documents, and invoices in

accordance with GRAMA. Except for sections identified in writing by Contractor and expressly approved by the State of Division of Purchasing and General Services, all of which must be in accordance with GRAMA, Contractor also agrees the Contractor's Proposal to the Solicitation will be a public document, and copies may be given to the public as permitted under GRAMA. The State Entity and the State of Utah are not obligated to inform Contractor of any GRAMA requests for disclosure of this Contract, related purchase orders, related pricing documents, or invoices.

- 20. **DELIVERY:** All deliveries under this Contract will be F.O.B. destination with all transportation and handling charges paid for by Contractor. Responsibility and liability for loss or damage will remain with Contractor until final inspection and acceptance when responsibility will pass to the State Entity, except as to latent defects or fraud.
- 21. **ACCEPTANCE AND REJECTION:** The State Entity shall have thirty (30) days after delivery of the Services to perform an inspection of the Services to determine whether the Services conform to the standards specified in the Solicitation and this Contract prior to acceptance of the Services by the State Entity.

If Contractor delivers nonconforming Services, the State Entity may, at its option and at Contractor's expense: (i) return the Services for a full refund; (ii) require Contractor to promptly correct or reperform the nonconforming Services subject to the terms of this Contract; or (iii) obtain replacement Services from another source, subject to Contractor being responsible for any cover costs.

- 22. **INVOICING:** See Attachment C for terms and conditions on Invoicing.
- 23. **PAYMENT:** Payments are to be made within thirty (30) days after a correct invoice is received. All payments to Contractor will be remitted by mail, electronic funds transfer, or the State of Utah's Purchasing Card (major credit card). If payment has not been made after sixty (60) days from the date a correct invoice is received by the State Entity, then interest may be added by Contractor as prescribed in the Utah Prompt Payment Act. The acceptance by Contractor of final payment, without a written protest filed with the State Entity within ten (10) business days of receipt of final payment, shall release the State Entity and the State of Utah from all claims and all liability to the Contractor. The State Entity's payment for the Services shall not be deemed an acceptance of the Services and is without prejudice to any and all claims that the State Entity or the State of Utah may have against Contractor.
- 24. **TIME IS OF THE ESSENCE:** The Services shall be completed by any applicable deadline stated in this Contract. For all Services, time is of the essence. Contractor shall be liable for all reasonable damages to the State Entity and the State of Utah, and anyone for whom the State of Utah may be liable, as a result of Contractor's failure to timely perform the Services required under this Contract.
- 25. **CHANGES IN SCOPE:** Any changes in the scope of the Services to be performed under this Contract shall be in the form of a written amendment to this Contract, mutually agreed to and signed by both parties, specifying any such changes, fee adjustments, any adjustment in time of performance, or any other significant factors arising from the changes in the scope of Services.
- 26. **PERFORMANCE EVALUATION:** The State Entity may conduct a performance evaluation of Contractor's Services, including Contractor's Subcontractors, if any. Results of any evaluation may be made available to the Contractor upon Contractor's request.
- 27. **STANDARD OF CARE:** The Services of Contractor and its Subcontractors shall be performed in accordance with the standard of care exercised by licensed members of their respective professions having substantial experience providing similar services which similarities include the type, magnitude, and complexity of the Services that are the subject of this Contract. Contractor shall be liable to the State Entity and the State of Utah for claims, liabilities, additional burdens, penalties, damages, or third party claims (i.e. another Contractor's claim against the State of Utah), to the extent caused by wrongful acts, errors, or omissions that do not meet this standard of care.
- 28. **REVIEWS:** The State Entity reserves the right to perform plan checks, plan reviews, other reviews, and/or comment upon the Services of Contractor. Such reviews do not waive the requirement of Contractor to meet all of the terms and conditions of this Contract.
- 29. **ASSIGNMENT:** Contractor may not assign, sell, transfer, subcontract or sublet rights, or delegate any right or obligation under this Contract, in whole or in part, without the prior written approval of the State Entity.
- 30. **REMEDIES:** Any of the following events will constitute cause for the State Entity to declare Contractor in default of this Contract: (i) Contractor's non-performance of its contractual requirements and obligations under this Contract; or (ii) Contractor's material breach of any term or condition of this Contract. The State Entity may issue a written notice of default providing a ten (10) day period in which Contractor will have an opportunity to cure. Time allowed for cure will not diminish or eliminate Contractor's liability for damages. If the default remains, after Contractor has been provided the opportunity to cure, the State Entity may do one or more of the following: (i) exercise any remedy provided by law or equity; (ii) terminate this Contract; (iii) impose liquidated damages, if liquidated damages are listed in this Contract; (iv) debar/suspend Contractor from receiving future contracts from the State Entity or the State of Utah; or (v) demand a full refund of any payment that the State Entity has made to Contractor under this Contract for Services that do not conform to this Contract.
- 31. **FORCE MAJEURE:** Neither party to this Contract will be held responsible for delay or default caused by fire, riot, acts of God, and/or war which is beyond that party's reasonable control. The State Entity may terminate this Contract after determining such delay will prevent successful performance of this Contract.
- 32. **CONFIDENTIALITY:** If Confidential Information is disclosed to Contractor, Contractor shall: (i) advise its agents, officers, employees, partners, and Subcontractors of the obligations set forth in this Contract; (ii) keep all Confidential Information

strictly confidential; and (iii) not disclose any Confidential Information received by it to any third parties. Contractor will promptly notify the State Entity of any potential or actual misuse or misappropriation of Confidential Information.

Item 21.

Contractor shall be responsible for any breach of this duty of confidentiality, including any required remedies and/or notifications under applicable law. Contractor shall indemnify, hold harmless, and defend the State Entity and the State of Utah, including anyone for whom the State Entity or the State of Utah is liable, from claims related to a breach of this duty of confidentiality, including any notification requirements, by Contractor or anyone for whom the Contractor is liable.

Upon termination or expiration of this Contract, Contractor will return all copies of Confidential Information to the State Entity or certify, in writing, that the Confidential Information has been destroyed. This duty of confidentiality shall be ongoing and survive the termination or expiration of this Contract.

33. **PUBLICITY:** Contractor shall submit to the State Entity for written approval all advertising and publicity matters relating to this Contract. It is within the State Entity's sole discretion whether to provide approval, which must be done in writing.
34. **CONTRACT INFORMATION:** INTENTIONALLY DELETED.
35. **INDEMNIFICATION RELATING TO INTELLECTUAL PROPERTY:** Contractor will indemnify and hold the State Entity and the State of Utah harmless from and against any and all damages, expenses (including reasonable attorneys' fees), claims, judgments, liabilities, and costs in any action or claim brought against the State Entity or the State of Utah for infringement of a third party's copyright, trademark, trade secret, or other proprietary right. The parties agree that if there are any limitations of Contractor's liability such limitations of liability will not apply to this section.
36. **OWNERSHIP IN INTELLECTUAL PROPERTY:** The State Entity and Contractor each recognizes that each has no right, title, interest, proprietary or otherwise in the intellectual property owned or licensed by the other, unless otherwise agreed upon by the parties in writing. All deliverables, documents, records, programs, data, articles, memoranda, and other materials not developed or licensed by Contractor prior to the execution of this Contract, but specifically created or manufactured under this Contract shall be considered work made for hire, and Contractor shall transfer any ownership claim to the State Entity.
37. **WAIVER:** A waiver of any right, power, or privilege shall not be construed as a waiver of any subsequent right, power, or privilege.
38. **ATTORNEY'S FEES:** INTENTIONALLY DELETED
39. **PROCUREMENT ETHICS:** Contractor understands that a person who is interested in any way in the sale of any supplies, services, construction, or insurance to the State of Utah is violating the law if the person gives or offers to give any compensation, gratuity, contribution, loan, reward, or any promise thereof to any person acting as a procurement officer on behalf of the State of Utah, or to any person in any official capacity participates in the procurement of such supplies, services, construction, or insurance, whether it is given for their own use or for the use or benefit of any other person or organization.
40. **DISPUTE RESOLUTION:** INTENTIONALLY DELETED.
41. **ORDER OF PRECEDENCE:** In the event of any conflict in the terms and conditions in this Contract, the order of precedence shall be: (i) this Attachment A; (ii) Contract Signature Page(s); (iii) the State of Utah's additional terms and conditions, if any; (iv) any other attachment listed on the Contract Signature Page(s); and (v) Contractor's terms and conditions that are attached to this Contract, if any. Any provision attempting to limit the liability of Contractor or limits the rights of the State Entity or the State of Utah must be in writing and attached to this Contract or it is rendered null and void.
42. **SURVIVAL OF TERMS:** Termination or expiration of this Contract shall not extinguish or prejudice the State Entity's right to enforce this Contract with respect to any default of this Contract or defect in the Services that has not been cured.
43. **SEVERABILITY:** The invalidity or unenforceability of any provision, term, or condition of this Contract shall not affect the validity or enforceability of any other provision, term, or condition of this Contract, which shall remain in full force and effect.
44. **ENTIRE AGREEMENT:** This Contract constitutes the entire agreement between the parties and supersedes any and all other prior and contemporaneous agreements and understandings between the parties, whether oral or written.

(Revision Date: 12 December 2019)

**ATTACHMENT B: SCOPE OF WORK FOR CHILDREN'S JUSTICE CENTER (UPDATED)**

CONTRACTOR (CJC) and the Attorney General's Office (Program) agree that state law defines the requirements and purposes of a Children's Justice Center as follows, pursuant to Utah Code Annotated §67-5b. To fulfill the requirements and purposes of a CJC, CJC agrees to comply with the following conditions:

**1. Child Focused Setting. The CJC shall:**

- a. Maintain a safe, child friendly facility that is designed to make child/youth feel comfortable and at ease and that meets all applicable state and local codes;
- b. Provide suitable interview rooms and waiting area for the child and family; provide sufficient and suitable staff to interact with the child and family, answer questions, to provide immediate crisis intervention; to ensure privacy when discussing cases with parent, staff, children, etc;
- c. For centers funded to operate full-time (per the Program funding formula), the facility's operating hours shall be 40 hours a week and shall be sufficiently staffed to provide services as outlined in this contract. Centers funded to operate on a part-time basis or as a satellite may be open fewer than 40 hours a week. Contact information for the center shall be posted for visitors who come to the center outside set operating hours;
- d. Facilitate and coordinate child's and family's journey through criminal and juvenile systems;
- e. Treat the child and family with respect and dignity;
- f. Notify the administrator of the Program promptly regarding any plans to relocate the CJC or expand services beyond those outlined in the Scope of Work.

**2. Forensic Interviews. The CJC shall:**

- a. Respond as quickly as possible to requests for interviews from law enforcement (LE) or the Division of Child Family Services (DCFS)/Child Protective Services (CPS);
- b. Actively promote a joint LE/CPS response and encourage both to be present for the forensic interview;
- c. Schedule interviews and coordinate them with LE, DCFS/CPS and family;
- d. Record interviews and provide recordings to the assigned LE and CPS designees; provide transcripts upon request of LE or prosecutors, subject to limitations based on staff capacity;
- e. Ensure optimal performance of all recording equipment and advise interviewers that CJC staff may need to periodically monitor interview to ensure audio and visual quality;
- f. Be responsible for ensuring the quality and professionalism of the interviewer if the CJC hires its own forensic interviewer;
- g. If the CJC hires its own forensic interviewer, the CJC will ensure its forensic interviewer participates in peer review and training with other CJC forensic interviewers as provided and coordinated by the Program's Deputy Director; the CJC will also ensure its forensic interviewer becomes an FI trainer within one year of hire;
- h. Refrain from mandating the use of a particular interviewing protocol as a condition of using the CJC, but can suggest or recommend a particular protocol be used by an interviewer (LE or DCFS/CPS);
- i. Relay any concerns of CJC staff or MDT regarding interviews or techniques used by any particular interviewer/investigator to the interviewer's supervisor with the suggestion that the supervisor review the interview; concerns may also be brought to the attention of the prosecutor's office; consult with the Program's Deputy Director for problem-solving and remedial training/skill building options as needed.

**3. Victim Advocacy: The CJC shall:**

- a. Ensure that CJC victim advocacy service providers meet the Program's 24 hour, CJC-specific training requirement before providing advocacy services to children and families; meet the additional 16-hour Utah requirement within 3 months of hire; maintain documentation as proof of all training completion;
- b. Provide services and support consistent with the Rights of Crime Victims Act;
- c. Provide needs assessment and crisis intervention; engage in information sharing with the MDT; coordinate case management meetings; provide a warm handoff to other victim advocates; provide

- active outreach and follow-up support services;
- d. Provide referral and resource information on available community services, victims' rights, Office for Victims of Crime, etc. to child and family;
- e. Facilitate referrals to prosecutor/other victim advocate as needed for court preparation;
- f. Answer phone calls or other requests from parents of abused children (or others concerned about an abused child) for referral and resource information (may include treatment referrals which may need to be coordinated with DCFS/CPS, explanation of the general investigative process, general prosecution process, referral to a victim advocate, referrals for crisis counseling for family and child, information on CJs and what they do, etc.).

**4. Medical Exams: The CJC shall:**

- a. Make referrals for forensic medical exam to CJC-affiliated providers as identified by Primary Children's Hospital (the Contractor for the CJC Medical Assessment Program); the Medical Assessment Program's referral policy is incorporated by reference and the parties agree that the policy may be amended by notice, in writing, as required to fulfill the purposes of the contract.
- b. In order to ensure appropriate medical care, pertinent information including the type of abuse, details regarding injuries and the timing of the suspected abuse (along with the type of sexual contact) should be included in the medical referral. Medical providers should be updated if and when additional pertinent information becomes available.

**5. Mental Health: The CJC shall:**

- a. Provide information to caregivers about the importance of evidence-based, trauma-focused behavioral health treatment for children;
- b. Share information about and the opportunity to participate in the Care Process Model for Pediatric Traumatic Stress with each caregiver;
- c. Make referrals to behavioral health provider(s) qualified to conduct evidence-based, trauma-focused behavioral health services for children in accordance with local county referral and procurement policies;
- d. Ensure that all behavioral health providers employed by the CJC through contract or other means, including those with a linkage agreement, and all behavioral health providers listed on your referral list are engaged in consultation calls with an expert in the field at least four (4) times a year for a total of at least four (4) hours a year.
  - i. "Expert" is a person with an active state DOPL license for mental health practice, at least forty (40) hours of training and at least two (2) years of independent practice in the modality they are providing consultation for.
- e. For CJs contracting with providers and using State dollars to cover treatment costs for a child under said contracts, it is the responsibility of the CJC to ensure there is a standardized treatment plan in place ahead of clinical intervention, to include: (1) a client-centered goal/objectives for treatment; (2) modality/interventions; and 3) anticipated length of treatment with review date; said treatment plans are subject to audit for compliance;
- f. For CJs contracting with mental health providers, State funds are preauthorized for the following expenses associated with child abuse victims, as defined in Utah Code Annotated §67-5b(101) and served by a CJC:
  - i. Biopsychosocial behavioral health or psychological assessments, up to one hundred and twenty (120) minutes;
  - ii. Up to twenty-five (25) sessions per child primary victim (hereinafter "child"), either conjoint or time spent alone with child or parent up to ninety (90) minutes in total on one (1) day;
  - iii. No-show appointments; and
  - iv. Time spent at case review and MDT meetings;
- g. Preauthorized rates for above-referenced services provided by contract providers are:



- i. \$81.25 per hour (sixty (60) minutes) for a minimum of fifty (50) minutes of clinical intervention (hereinafter “therapy”); should be prorated for any time spent in therapy that exceeds fifty (50) minutes and up to ninety (90) minutes, up to twenty-five (25) sessions per client;
  - ii. \$200 for a clinical assessment, one (1) per client;
  - iii. \$30 for a no-show, up to three (3) per client; and
  - iv. \$50 per hour for sixty (60) minutes of consultation and attendance at case review;
- h. CJC may seek prior written approval of a higher hourly rate for services from the Program’s Mental Health Services Specialist by submitting: (1) a resume or CV for each contracted behavioral provider whose rate exceeds \$81.25 per hour; (2) documented prior instances where a similar rate has been paid to the contracted behavioral health provider; and (3) any other important information, such as proof of advanced experience in the contracted behavioral health provider’s subject area, which they feel should be considered as the Program’s Mental Health Services Specialist reviews the proposed contracted behavioral health provider rates;
  - i. CJC may seek prior written approval for additional sessions, beyond the preauthorized twenty-five (25) sessions; CJC requests should be made in consultation with the contracted behavioral health provider to offer justification for additional sessions; the Program’s Mental Health Services Specialist will review said requests on a case-by-case basis;
  - j. Payment of rates exceeding preauthorized rates, exceeding preauthorized number of sessions, and without prior written approval from the Program’s Mental Health Services Specialist may be denied for reimbursement. Program funds used for any other behavioral health purpose other than those listed above are subject to review by the Program’s Mental Health Services Specialist and may be denied for reimbursement;
  - k. Notwithstanding other contract terms, the Program may amend its preauthorized rates for this contract by written notification to CJC; said notification will constitute an amendment without the CJC’s signature; amendment rates will become effective fifteen (15) days after written notification.

**6. Multidisciplinary Team (MDT) Meetings. The CJC shall:**

- a. Develop and maintain a functioning and effective multidisciplinary team (MDT), including but not limited to LE, DCFS/CPS, prosecutor, medical provider, mental health provider, victim advocate, CJC representative, and other necessary professionals;
- b. Serve as an interagency coordinated response center;
- c. Have a written interagency agreement/MOU and MDT protocol that meets NCA’s nationally recognized standards;
- d. Have written documentation describing how information is shared among the MDT and how confidentiality is protected;
- e. Provide routine opportunities for MDT to give feedback and suggestions regarding the operating procedures of the CJC and the MDT, including but not limited to the MDT OMS survey;
- f. Consult with the Program’s Deputy Director for problem-solving and team building as needed.

**7. Case Review. The CJC shall:**

- a. Maintain written guidelines for case review procedures;
- b. Conduct/facilitate case review at least once a month to ensure informed case decisions are made, client outcomes are improved, interventions are coordinated, and obstacles to the investigation and service delivery are addressed;
- c. Ensure attendance by those actively working the case who are capable of making, informing, and/or advocating for decisions, including but not limited to LE, CPS, forensic interviewer, prosecution, medical, mental health, victim advocate, and CJC.

**8. Case Tracking. The CJC shall:**

- a. Maintain and update AG Case Management System (CMS) promptly and accurately on a regular

basis, at least weekly. Data must be entered by the 20th day of the month following the close of each quarter to ensure accuracy of the quarterly statistical reports;

- b. Enter data for every case, completing all required fields as outlined in the Program CMS User Guide; the User Guide is incorporated by reference and the parties agree that the guide may be amended by notice, in writing, as required to fulfill the purposes of the contract;
- c. Restrict notations maintained in the CMS. Other than documentation of staff activity, such as notations regarding date and outcome of appropriate family follow-up, CJC employees shall not make editorial comments, conclusions, or opinions within the CMS; CJs are government agencies and subject to the requirements of the Government Records and Management Act.

**9. Training and Community Education: The CJC shall:**

- a. Coordinate with the Program to ensure child forensic interview training is provided to LE, CPS, or designated interviewers who conduct or observe forensic interviews regularly at the CJC (and also reflects our new student criteria); maintain documentation as proof of training completion;
- b. Facilitate and coordinate training opportunities for CJC staff, LE, DCFS/CPS, prosecutors, and other allied agency professionals;
- c. Notify the Program Support Specialist in writing and in advance, of any training offered or promoted by a CJC, with the exception of CJC employee training required by your County as a condition of employment;
- d. Provide public awareness presentations to local businesses, community groups, etc. on CJs and what they do;
- e. Coordinate with other agencies or persons who provide such presentations;
- f. Maintain relevant education materials for distribution;
- g. Facilitate and coordinate educational or informational meetings where LE, DCFS/CPS and other professionals can make presentations;
- h. Refrain from endorsing any third-party organization or keeping an organization's promotional or marketing materials in the center, unless otherwise authorized by the Program.

**10. Organizational Capacity. The CJC shall:**

- a. Provide management and supervision of center staff; provide financial reports as requested by state and in format requested by state; be fiscally responsible; maintain accurate accounting (receipt and disbursement) of all state monies, federal monies, county monies, private monies as well as an accurate accounting of in-kind services, items or other donations from state, county, federal and private sectors;
- b. Conduct criminal background screenings for all CJC employees and volunteers; comply with the requirements of the Volunteer Government Workers Act;
- c. Maintain abuse prevention policies that promote a safe environment, ensure appropriate supervision of children on the premises, and abide by mandatory reporting laws;
- d. Comply with the requirements of the Program's critical incident policy, which outlines the circumstances under which the CJC must notify the Program of incidents that may meet the definition of a critical incident; critical incidents include but are not limited to potential violations of local, state, or federal law;
- e. Participate in CJC directors meetings, State Advisory Board meetings, State Advisory Board committee meetings and any special appointments to committees by the State Advisory Board; and the CJC Symposium;
- f. Maintain a local advisory board, with appointees and designees serving a term or terms as designated in the board's bylaws; it is recommended that it be composed of the following people from the county or area: 1) the local center director or the director's designee; 2) a district attorney or county attorney having criminal jurisdiction or any designee; 3) a representative of the attorney general's office, designated by the attorney general; 4) at least one official from a local law enforcement agency or the local law enforcement agency's designee; 5) the county executive or the county executive's designee; 6) a licensed nurse practitioner, physician assistant, or physician; 7) a licensed mental health professional; 8) a criminal defense attorney; 9) at least two members of the community at large; 10) a

guardian ad litem or representative of the Office of Guardian Ad Litem, designated by the director; 11) a representative of the Division of Child and Family Services, designated by the employee of the division who has supervisory responsibility for the county served by the center; 12) if a center serves more than one county, one representative from each county served, appointed by the county executive; and 13) additional members appointed as needed by the county executive. The local advisory board does not supersede the authority of the contracting county;

- g. Schedule and facilitate local advisory board meetings; Send draft minutes of local board meetings to Quality Assurance Analyst within 45 days of each board meeting;
- h. Facilitate discussion at local levels with supervisors, local advisory board members and MDTs, of concerns and needs, and identify strategies to address those needs;
- i. Review MDT protocols, operating guidelines, and MOUs at least annually and update when necessary. If said documents have been updated in the course of the fiscal year, the CJC will provide updated documents by June 1<sup>st</sup> to the Quality Assurance Analyst;
- j. For employees funded by state monies, in whole or in part under this contract, the primary physical working location for the employee(s) shall be the CJC; for employees split between CJC/non-CJC functions, the CJC shall maintain documentation, including but not limited timesheets, to support costs allocated to the CJC.

**11. Program Evaluation and Outcomes. The CJC shall:**

- a. Ensure that all professionals conducting forensic interviews at the CJC participate in peer review at least twice a year. Scheduling for peer review will be initiated by the Program's Deputy Director but it is the responsibility of the CJC to ensure its interviewers' compliance; CJC must maintain documentation demonstrating completion of peer review;
- b. Ensure that CJC employees who provide victim services participate in a victim advocacy skills peer consultation with the Program's Deputy Director at least once every other year and implement recommendations; Scheduling for peer consultation will be initiated by the Program's Deputy Director but it is the responsibility of the CJC to ensure its employees' compliance;
- c. Consult with the Program's Deputy Director on its case review process at least once annually and implement recommendations;
- d. Participate in CMS data entry/quality assurance checks at least twice a year by the Program's Quality Assurance Analyst, and implement recommendations as needed;
- e. Offer initial and follow up Outcome Measurement System (OMS) surveys to caregivers seen at the CJC and consider ways to implement feedback; compliance shall be documented in the CMS;
- f. Administer OMS survey to MDT twice a year and consider ways to address/implement the feedback;
- g. If the CJC's performance is found to be lacking in any of the above areas, the CJC will coordinate with the Program for technical assistance to improve effectiveness.

**12. National Practice Standards**

- a. The Program utilizes nationally recognized minimum standards to inform the practice and policy of Utah's CJs and to determine the "substantial compliance" of the CJC with said standards;
- b. Training opportunities required under #9b shall reflect and take into consideration training requirements recommended under the standards;
- c. The AGO recognizes the membership categories of the National Children's Alliance (NCA), including accredited, associate, and affiliate membership, and utilizes said membership definitions as needed;
- d. Currently accredited centers shall be expected to maintain their accredited status to remain eligible for additional state funding. Eligible centers not yet accredited shall be encouraged to work with the Program to establish a timeline for becoming fully accredited.

**13. Auxiliary Programs/Services. The CJC shall:**

- a. Obtain prior written approval of the administration of the CJC Program for any service offered by or through a CJC, other than those specifically designated in this contract, in order to maintain the core functions of the state program, which is the facilitation and coordination of investigation and prosecution of child abuse and other cases where a child is a primary victim and that the CJC is a

- neutral, child friendly facility;
- b. Obtain prior written approval for the expansion of a CJC's service area, as that will require a contract amendment to incorporate said area;
- c. If the CJC fails to obtain said approval or implements a program or service that interferes or conflicts with the statutory purposes of the CJC Program, the Program may take appropriate action including warnings, reduction of funding, or termination of contract.

#### 14. Fundraising.

- a. The CJC acknowledges the following guidelines as to what is allowable and unallowable with regard to CJC staff fundraising or assisting private, nonprofits on state paid time.
- b. Examples of allowable activities on state paid time:
  - i. giving public presentations about the CJC and answering questions about how/where they can help monetarily; attending a fund raising event to explain what a CJC does, etc.; responding to a public request regarding the needs of the CJC; referring potential donors to a member of the Friends Board; attending local Friends Board meetings as a liaison to address local CJC needs;
  - ii. Receiving donations, monetary or otherwise; sending "Thank you" notes to contributors on behalf of the CJC (not Friends Board); writing grants for the CJC;
  - iii. CJC shall determine how monetary donations made directly to the local CJC are received, deposited, and tracked; Monies shall be maintained separately from county general fund accounts or otherwise clearly identified for the CJC;
- c. Examples of activities and/or expenses that must be paid for with non-State monies:
  - i. Contacting businesses or individuals, through any means, with the specific purpose of soliciting monetary or other donations; preparing and distributing fundraiser materials; gathering items from businesses or others for fundraising event;
  - ii. planning, organizing, preparing, helping, or otherwise facilitating fundraising event other than attending as the CJC liaison;
  - iii. doing any work of or for the local Friends Board including its finances, minutes, correspondence, billings, invoices, travel, etc.; promoting businesses who offer to contribute all or a portion of proceeds to local CJC;
  - iv. hosting fund raising events where the primary purpose is to solicit and/or raise funding, goods, or services for local CJC (rummage sales, bake sales, dinners, dances, galas, festivals, barbeques, contests, etc.);
  - v. costs of fund raising, including financial campaigns, endowment drives, solicitation of gifts and bequests, and similar expenses incurred solely to raise capital or obtain contributions.
- d. The CJC agrees that no state monies will be used to compensate CJC employees for unallowable activities as identified in the guidelines and will maintain documentation regarding what non-state funds were used for said activities.
- e. The CJC agrees that it will implement a specific plan to address costs of employees who engage in fundraising or work for private non-profit entities and provide a copy of the plan to the CJC Program upon request.

#### 15. Acknowledgement

- a. CJC agrees to include the Attorney General's Office (AGO) logo and the following acknowledgement on printed and promotional materials, press releases, websites, and other digital media: "The (Name of CJC) is part of the CJC Program, administered by the Utah Attorney General's Office";
- b. In instances where the use of the written acknowledgment is restricted by space and/or format, the CJC will include the AGO logo.

#### 16. Noncompliance

- a. The Program may take appropriate action including warnings, reduction of funding or termination of contract should there be noncompliance with any of the provisions of this contract.

**ATTACHMENT C: CONTRACT COSTS**

1. **METHOD AND SOURCE OF PAYMENT:** The STATE agrees to reimburse CONTRACTOR for costs authorized by this contract, by warrant drawn against the State of Utah, upon receipt of itemized billing for STATE authorized services provided and supported by information contained on reimbursement forms supplied by the STATE. Payment will be made quarterly, pursuant to submission by contractor on a timely basis. The CONTRACTOR will be paid for actual cost of service up to the contract amount. In accordance with Utah Code Ann. 67-5b-103, funding for centers is intended to be broad-based, provided by a line item appropriation by the Legislature to the attorney general, and is intended to include federal grant monies, local government monies, and private donations.
2. **OVERPAYMENT/AUDIT EXCEPTIONS/DISALLOWANCES:** The CONTRACTOR agrees that if during or subsequent to the contract period it is determined by the STATE, through audit or ATTORNEY GENERAL'S OFFICE fiscal reviews, that payments to the CONTRACTOR were incorrectly reported or paid, the STATE may amend the contract and adjust the CONTRACTOR payment rates for the remainder of the contract period, or any renewal period. Any excess payments are, upon written request, immediately due and payable to the STATE. In addition, CONTRACTOR expenditures under this contract, determined by audit or ATTORNEY GENERAL'S OFFICE fiscal review, to be ineligible for reimbursement because they were not authorized by the terms and conditions of the contract, or that are inadequately documented, and for which payment has been made to the CONTRACTOR, will upon written request be immediately refunded to the STATE by the CONTRACTOR. The CONTRACTOR further agrees that the STATE shall have the right to withhold any or all subsequent payments under this or other contracts with the CONTRACTOR until recoupment of overpayment is made.
3. **PAYMENT WITHHOLDING:** The CONTRACTOR agrees that the reporting and record keeping requirements specified in this contract are a material element of performance and that if, in the opinion of the STATE, the CONTRACTOR's record keeping practices and/or reporting to the STATE are not conducted in a timely and satisfactory manner, the STATE may withhold part or all payments under this or any other contract until such deficiencies have been remedied. In the event of the payment(s) being withheld, the STATE agrees to notify the CONTRACTOR in writing prior to denial of payment of the reasons for the denial and of the actions that the CONTRACTOR will need to take to bring about the release of withheld payments.
4. **BILLINGS:** Billings and claims for services must be received within forty-five (45) days after the last date of service for the quarterly period billed. The final billing must be submitted within (10) days after the termination of the contract, due to the closeout of the State's fiscal year. Payment for final billings received more than ten (10) days after contract termination may be delayed or denied.
5. **FINANCIAL AND COST ACCOUNTING SYSTEM:** The CONTRACTOR agrees to maintain a financial and cost accounting system in accordance with generally accepted accounting principles. At a minimum, the CONTRACTOR's accounting system shall provide for a General Ledger, and cost accounting records adequate to assure that costs incurred under this contract are reasonable, allocable to contract objectives, and separate from costs associated with other business activities of the CONTRACTOR. The CONTRACTOR further agrees that all program expenditures and revenues shall be supported by reasonable documentation (vouchers, invoices, receipts, etc.) which shall be stored and filed in a systematic and consistent manner. The CONTRACTOR further agrees to retain and make available to independent auditors, State and Federal auditors, and program and contract reviewers all accounting records and supporting documentation for a minimum of six (6) years after the expiration of this contract. The CONTRACTOR further agrees that, to the extent it is unable to reasonably document the disposition of monies paid under this contract, it is subject to an assessment for over-payment.
6. **DEPARTMENT COST PRINCIPLES:** The CONTRACTOR agrees to abide by Department Cost Principles as applicable to the contract.
7. **NOTIFICATION OF THE INTERNAL REVENUE SERVICE:** It is the Utah Attorney General's policy to notify the Internal Revenue Service of any violations of IRS regulations uncovered as a result of its dealings with providers.
8. **RELATED PARTIES:** The CONTRACTOR shall not make payments to related parties in any category of Administration, Capital Expenditures, or Program Expenses without the prior written consent of the STATE. Payments to related parties may include, but are not limited to: salaries, wages, compensation under employment or service agreements, or payments under purchase, lease, or rental agreements. Payments made by the CONTRACTOR to related parties without such prior written consent may be disallowed and may result in an overpayment assessment. For the purpose of defining payments to related parties under a contract:
  - a. The CONTRACTOR shall be defined to include all owners, partners, directors, officers of the CONTRACTOR or others with authority to establish policies and make decisions for the CONTRACTOR.
  - b. Persons and/or organizations shall be considered related parties when any of the following conditions exist:
    - 1) A person and/or organization with directors, officers, or others with the authority to establish policies and to make decisions for the organization who is/are related to the CONTRACTOR through blood or marriage, as defined by Utah Code Ann. Section 52-3-1 (d) as father, mother, husband, wife, son, daughter, sister, brother, uncle, aunt, nephew, niece, first cousin, mother-in-law, father-in-law, brother-in-law, sister-in-law, son-in-law, or daughter-in-law. 2) An organization has in common with the CONTRACTOR either: a)

owners or partners who directly or indirectly own ten percent (10%) or more of the voting interest of the organization; and/or b) directors, officers or others with authority to establish policies and make decisions for the organization.

The CONTRACTOR is obligated to immediately call any contemplated or actual related party payment to the attention of the STATE. Upon notification of related party payment, the STATE may, at its discretion, require that the CONTRACTOR undertake competitive bidding for the goods/services, require satisfactory cost justification prior to payment, or take other steps that may be necessary to assure that the goods/services provided afford the STATE a satisfactory level of quality and cost.

9. CHANGES IN BUDGET (*Cost Reimbursement Contracts Only*): The budget, presented in Attachment D, shall be the basis for payment. Expenditures in excess of those originally budgeted may be considered questioned costs. Resolution of such questioned costs will normally result in a request that such excesses be refunded to the STATE. When the contract restricts expenditures within defined categories, any unapproved excess will be considered a questioned cost.
10. PRICE REDUCTION FOR DEFECTIVE COST OR PRICING DATA: If any price, including profit or fee, negotiated in connection with this contract, or any cost reimbursable under this contract was increased by any significant sum because the CONTRACTOR furnished cost or pricing data (e.g., service code cost summaries, salary schedules, reports of prior period costs, etc.) which was not accurate, complete, and current, the price or cost shall be reduced accordingly and the contract shall be modified in writing as may be necessary to reflect such reduction, and amounts overpaid shall be subjected to overpayment assessments. Any action the STATE may or may not take in reference to such price reduction shall be independent of, and not be prejudicial to, the STATE's right to terminate this agreement.

**ATTACHMENT B: SCOPE OF WORK FOR CHILDREN'S JUSTICE CENTER (UPDATED)**

CONTRACTOR (CJC) and the Attorney General's Office (Program) agree that state law defines the requirements and purposes of a Children's Justice Center as follows, pursuant to Utah Code Annotated §67-5b. To fulfill the requirements and purposes of a CJC, CJC agrees to comply with the following conditions:

**1. Child Focused Setting. The CJC shall:**

- a. Maintain a safe, child friendly facility that is designed to make child/youth feel comfortable and at ease and that meets all applicable state and local codes;
- b. Provide suitable interview rooms and waiting area for the child and family; provide sufficient and suitable staff to interact with the child and family, answer questions, to provide immediate crisis intervention; to ensure privacy when discussing cases with parent, staff, children, etc;
- c. For centers funded to operate full-time (per the Program funding formula), the facility's operating hours shall be 40 hours a week and shall be sufficiently staffed to provide services as outlined in this contract. Centers funded to operate on a part-time basis or as a satellite may be open fewer than 40 hours a week. Contact information for the center shall be posted for visitors who come to the center outside set operating hours;
- d. Facilitate and coordinate child's and family's journey through criminal and juvenile systems;
- e. Treat the child and family with respect and dignity;
- f. Notify the administrator of the Program promptly regarding any plans to relocate the CJC or expand services beyond those outlined in the Scope of Work.

**2. Forensic Interviews. The CJC shall:**

- a. Respond as quickly as possible to requests for interviews from law enforcement (LE) or the Division of Child Family Services (DCFS)/Child Protective Services (CPS);
- b. Actively promote a joint LE/CPS response and encourage both to be present for the forensic interview;
- c. Schedule interviews and coordinate them with LE, DCFS/CPS and family;
- d. Record interviews and provide recordings to the assigned LE and CPS designees; provide transcripts upon request of LE or prosecutors, subject to limitations based on staff capacity;
- e. Ensure optimal performance of all recording equipment and advise interviewers that CJC staff may need to periodically monitor interview to ensure audio and visual quality;
- f. Be responsible for ensuring the quality and professionalism of the interviewer if the CJC hires its own forensic interviewer;
- g. If the CJC hires its own forensic interviewer, the CJC will ensure its forensic interviewer participates in peer review and training with other CJC forensic interviewers as provided and coordinated by the Program's Deputy Director; the CJC will also ensure its forensic interviewer becomes an FI trainer within one year of hire;
- h. Refrain from mandating the use of a particular interviewing protocol as a condition of using the CJC, but can suggest or recommend a particular protocol be used by an interviewer (LE or DCFS/CPS);
- i. Relay any concerns of CJC staff or MDT regarding interviews or techniques used by any particular interviewer/investigator to the interviewer's supervisor with the suggestion that the supervisor review the interview; concerns may also be brought to the attention of the prosecutor's office; consult with the Program's Deputy Director for problem-solving and remedial training/skill building options as needed.

**3. Victim Advocacy: The CJC shall:**

- a. Ensure that CJC victim advocacy service providers meet the Program's 24 hour, CJC-specific training requirement before providing advocacy services to children and families; meet the additional 16-hour Utah requirement within 3 months of hire; maintain documentation as proof of all training completion;
- b. Provide services and support consistent with the Rights of Crime Victims Act;
- c. Provide needs assessment and crisis intervention; engage in information sharing with the MDT; coordinate case management meetings; provide a warm handoff to other victim advocates; provide

- active outreach and follow-up support services;
- d. Provide referral and resource information on available community services, victims' rights, Office for Victims of Crime, etc. to child and family;
- e. Facilitate referrals to prosecutor/other victim advocate as needed for court preparation;
- f. Answer phone calls or other requests from parents of abused children (or others concerned about an abused child) for referral and resource information (may include treatment referrals which may need to be coordinated with DCFS/CPS, explanation of the general investigative process, general prosecution process, referral to a victim advocate, referrals for crisis counseling for family and child, information on CJs and what they do, etc.).

**4. Medical Exams: The CJC shall:**

- a. Make referrals for forensic medical exam to CJC-affiliated providers as identified by Primary Children's Hospital (the Contractor for the CJC Medical Assessment Program); the Medical Assessment Program's referral policy is incorporated by reference and the parties agree that the policy may be amended by notice, in writing, as required to fulfill the purposes of the contract.
- b. In order to ensure appropriate medical care, pertinent information including the type of abuse, details regarding injuries and the timing of the suspected abuse (along with the type of sexual contact) should be included in the medical referral. Medical providers should be updated if and when additional pertinent information becomes available.

**5. Mental Health: The CJC shall:**

- a. Provide information to caregivers about the importance of evidence-based, trauma-focused behavioral health treatment for children;
- b. Share information about and the opportunity to participate in the Care Process Model for Pediatric Traumatic Stress with each caregiver;
- c. Make referrals to behavioral health provider(s) qualified to conduct evidence-based, trauma-focused behavioral health services for children in accordance with local county referral and procurement policies;
- d. Ensure that all behavioral health providers employed by the CJC through contract or other means, including those with a linkage agreement, and all behavioral health providers listed on your referral list are engaged in consultation calls with an expert in the field at least four (4) times a year for a total of at least four (4) hours a year.
  - i. "Expert" is a person with an active state DOPL license for mental health practice, at least forty (40) hours of training and at least two (2) years of independent practice in the modality they are providing consultation for.
- e. For CJs contracting with providers and using State dollars to cover treatment costs for a child under said contracts, it is the responsibility of the CJC to ensure there is a standardized treatment plan in place ahead of clinical intervention, to include: (1) a client-centered goal/objectives for treatment; (2) modality/interventions; and 3) anticipated length of treatment with review date; said treatment plans are subject to audit for compliance;
- f. For CJs contracting with mental health providers, State funds are preauthorized for the following expenses associated with child abuse victims, as defined in Utah Code Annotated §67-5b(101) and served by a CJC:
  - i. Biopsychosocial behavioral health or psychological assessments, up to one hundred and twenty (120) minutes;
  - ii. Up to twenty-five (25) sessions per child primary victim (hereinafter "child"), either conjoint or time spent alone with child or parent up to ninety (90) minutes in total on one (1) day;
  - iii. No-show appointments; and
  - iv. Time spent at case review and MDT meetings;
- g. Preauthorized rates for above-referenced services provided by contract providers are:



- i. \$81.25 per hour (sixty (60) minutes) for a minimum of fifty (50) minutes of clinical intervention (hereinafter “therapy”); should be prorated for any time spent in therapy that exceeds fifty (50) minutes and up to ninety (90) minutes, up to twenty-five (25) sessions per client;
  - ii. \$200 for a clinical assessment, one (1) per client;
  - iii. \$30 for a no-show, up to three (3) per client; and
  - iv. \$50 per hour for sixty (60) minutes of consultation and attendance at case review;
- h. CJC may seek prior written approval of a higher hourly rate for services from the Program’s Mental Health Services Specialist by submitting: (1) a resume or CV for each contracted behavioral provider whose rate exceeds \$81.25 per hour; (2) documented prior instances where a similar rate has been paid to the contracted behavioral health provider; and (3) any other important information, such as proof of advanced experience in the contracted behavioral health provider’s subject area, which they feel should be considered as the Program’s Mental Health Services Specialist reviews the proposed contracted behavioral health provider rates;
- i. CJC may seek prior written approval for additional sessions, beyond the preauthorized twenty-five (25) sessions; CJC requests should be made in consultation with the contracted behavioral health provider to offer justification for additional sessions; the Program’s Mental Health Services Specialist will review said requests on a case-by-case basis;
- j. Payment of rates exceeding preauthorized rates, exceeding preauthorized number of sessions, and without prior written approval from the Program’s Mental Health Services Specialist may be denied for reimbursement. Program funds used for any other behavioral health purpose other than those listed above are subject to review by the Program’s Mental Health Services Specialist and may be denied for reimbursement;
- k. Notwithstanding other contract terms, the Program may amend its preauthorized rates for this contract by written notification to CJC; said notification will constitute an amendment without the CJC’s signature; amendment rates will become effective fifteen (15) days after written notification.

**6. Multidisciplinary Team (MDT) Meetings. The CJC shall:**

- a. Develop and maintain a functioning and effective multidisciplinary team (MDT), including but not limited to LE, DCFS/CPS, prosecutor, medical provider, mental health provider, victim advocate, CJC representative, and other necessary professionals;
- b. Serve as an interagency coordinated response center;
- c. Have a written interagency agreement/MOU and MDT protocol that meets NCA’s nationally recognized standards;
- d. Have written documentation describing how information is shared among the MDT and how confidentiality is protected;
- e. Provide routine opportunities for MDT to give feedback and suggestions regarding the operating procedures of the CJC and the MDT, including but not limited to the MDT OMS survey;
- f. Consult with the Program’s Deputy Director for problem-solving and team building as needed.

**7. Case Review. The CJC shall:**

- a. Maintain written guidelines for case review procedures;
- b. Conduct/facilitate case review at least once a month to ensure informed case decisions are made, client outcomes are improved, interventions are coordinated, and obstacles to the investigation and service delivery are addressed;
- c. Ensure attendance by those actively working the case who are capable of making, informing, and/or advocating for decisions, including but not limited to LE, CPS, forensic interviewer, prosecution, medical, mental health, victim advocate, and CJC.

**8. Case Tracking. The CJC shall:**

- a. Maintain and update AG Case Management System (CMS) promptly and accurately on a regular

basis, at least weekly. Data must be entered by the 20th day of the month following the close of each quarter to ensure accuracy of the quarterly statistical reports;

- b. Enter data for every case, completing all required fields as outlined in the Program CMS User Guide; the User Guide is incorporated by reference and the parties agree that the guide may be amended by notice, in writing, as required to fulfill the purposes of the contract;
- c. Restrict notations maintained in the CMS. Other than documentation of staff activity, such as notations regarding date and outcome of appropriate family follow-up, CJC employees shall not make editorial comments, conclusions, or opinions within the CMS; CJs are government agencies and subject to the requirements of the Government Records and Management Act.

**9. Training and Community Education: The CJC shall:**

- a. Coordinate with the Program to ensure child forensic interview training is provided to LE, CPS, or designated interviewers who conduct or observe forensic interviews regularly at the CJC (and also reflects our new student criteria); maintain documentation as proof of training completion;
- b. Facilitate and coordinate training opportunities for CJC staff, LE, DCFS/CPS, prosecutors, and other allied agency professionals;
- c. Notify the Program Support Specialist in writing and in advance, of any training offered or promoted by a CJC, with the exception of CJC employee training required by your County as a condition of employment;
- d. Provide public awareness presentations to local businesses, community groups, etc. on CJs and what they do;
- e. Coordinate with other agencies or persons who provide such presentations;
- f. Maintain relevant education materials for distribution;
- g. Facilitate and coordinate educational or informational meetings where LE, DCFS/CPS and other professionals can make presentations;
- h. Refrain from endorsing any third-party organization or keeping an organization's promotional or marketing materials in the center, unless otherwise authorized by the Program.

**10. Organizational Capacity. The CJC shall:**

- a. Provide management and supervision of center staff; provide financial reports as requested by state and in format requested by state; be fiscally responsible; maintain accurate accounting (receipt and disbursement) of all state monies, federal monies, county monies, private monies as well as an accurate accounting of in-kind services, items or other donations from state, county, federal and private sectors;
- b. Conduct criminal background screenings for all CJC employees and volunteers; comply with the requirements of the Volunteer Government Workers Act;
- c. Maintain abuse prevention policies that promote a safe environment, ensure appropriate supervision of children on the premises, and abide by mandatory reporting laws;
- d. Comply with the requirements of the Program's critical incident policy, which outlines the circumstances under which the CJC must notify the Program of incidents that may meet the definition of a critical incident; critical incidents include but are not limited to potential violations of local, state, or federal law;
- e. Participate in CJC directors meetings, State Advisory Board meetings, State Advisory Board committee meetings and any special appointments to committees by the State Advisory Board; and the CJC Symposium;
- f. Maintain a local advisory board, with appointees and designees serving a term or terms as designated in the board's bylaws; it is recommended that it be composed of the following people from the county or area: 1) the local center director or the director's designee; 2) a district attorney or county attorney having criminal jurisdiction or any designee; 3) a representative of the attorney general's office, designated by the attorney general; 4) at least one official from a local law enforcement agency or the local law enforcement agency's designee; 5) the county executive or the county executive's designee; 6) a licensed nurse practitioner, physician assistant, or physician; 7) a licensed mental health professional; 8) a criminal defense attorney; 9) at least two members of the community at large; 10) a

guardian ad litem or representative of the Office of Guardian Ad Litem, designated by the director; 11) a representative of the Division of Child and Family Services, designated by the employee of the division who has supervisory responsibility for the county served by the center; 12) if a center serves more than one county, one representative from each county served, appointed by the county executive; and 13) additional members appointed as needed by the county executive. The local advisory board does not supersede the authority of the contracting county;

- g. Schedule and facilitate local advisory board meetings; Send draft minutes of local board meetings to Quality Assurance Analyst within 45 days of each board meeting;
- h. Facilitate discussion at local levels with supervisors, local advisory board members and MDTs, of concerns and needs, and identify strategies to address those needs;
- i. Review MDT protocols, operating guidelines, and MOUs at least annually and update when necessary. If said documents have been updated in the course of the fiscal year, the CJC will provide updated documents by June 1<sup>st</sup> to the Quality Assurance Analyst;
- j. For employees funded by state monies, in whole or in part under this contract, the primary physical working location for the employee(s) shall be the CJC; for employees split between CJC/non-CJC functions, the CJC shall maintain documentation, including but not limited timesheets, to support costs allocated to the CJC.

**11. Program Evaluation and Outcomes. The CJC shall:**

- a. Ensure that all professionals conducting forensic interviews at the CJC participate in peer review at least twice a year. Scheduling for peer review will be initiated by the Program's Deputy Director but it is the responsibility of the CJC to ensure its interviewers' compliance; CJC must maintain documentation demonstrating completion of peer review;
- b. Ensure that CJC employees who provide victim services participate in a victim advocacy skills peer consultation with the Program's Deputy Director at least once every other year and implement recommendations; Scheduling for peer consultation will be initiated by the Program's Deputy Director but it is the responsibility of the CJC to ensure its employees' compliance;
- c. Consult with the Program's Deputy Director on its case review process at least once annually and implement recommendations;
- d. Participate in CMS data entry/quality assurance checks at least twice a year by the Program's Quality Assurance Analyst, and implement recommendations as needed;
- e. Offer initial and follow up Outcome Measurement System (OMS) surveys to caregivers seen at the CJC and consider ways to implement feedback; compliance shall be documented in the CMS;
- f. Administer OMS survey to MDT twice a year and consider ways to address/implement the feedback;
- g. If the CJC's performance is found to be lacking in any of the above areas, the CJC will coordinate with the Program for technical assistance to improve effectiveness.

**12. National Practice Standards**

- a. The Program utilizes nationally recognized minimum standards to inform the practice and policy of Utah's CJs and to determine the "substantial compliance" of the CJC with said standards;
- b. Training opportunities required under #9b shall reflect and take into consideration training requirements recommended under the standards;
- c. The AGO recognizes the membership categories of the National Children's Alliance (NCA), including accredited, associate, and affiliate membership, and utilizes said membership definitions as needed;
- d. Currently accredited centers shall be expected to maintain their accredited status to remain eligible for additional state funding. Eligible centers not yet accredited shall be encouraged to work with the Program to establish a timeline for becoming fully accredited.

**13. Auxiliary Programs/Services. The CJC shall:**

- a. Obtain prior written approval of the administration of the CJC Program for any service offered by or through a CJC, other than those specifically designated in this contract, in order to maintain the core functions of the state program, which is the facilitation and coordination of investigation and prosecution of child abuse and other cases where a child is a primary victim and that the CJC is a

- neutral, child friendly facility;
- b. Obtain prior written approval for the expansion of a CJC's service area, as that will require a contract amendment to incorporate said area;
- c. If the CJC fails to obtain said approval or implements a program or service that interferes or conflicts with the statutory purposes of the CJC Program, the Program may take appropriate action including warnings, reduction of funding, or termination of contract.

#### 14. Fundraising.

- a. The CJC acknowledges the following guidelines as to what is allowable and unallowable with regard to CJC staff fundraising or assisting private, nonprofits on state paid time.
- b. Examples of allowable activities on state paid time:
  - i. giving public presentations about the CJC and answering questions about how/where they can help monetarily; attending a fund raising event to explain what a CJC does, etc.; responding to a public request regarding the needs of the CJC; referring potential donors to a member of the Friends Board; attending local Friends Board meetings as a liaison to address local CJC needs;
  - ii. Receiving donations, monetary or otherwise; sending "Thank you" notes to contributors on behalf of the CJC (not Friends Board); writing grants for the CJC;
  - iii. CJC shall determine how monetary donations made directly to the local CJC are received, deposited, and tracked; Monies shall be maintained separately from county general fund accounts or otherwise clearly identified for the CJC;
- c. Examples of activities and/or expenses that must be paid for with non-State monies:
  - i. Contacting businesses or individuals, through any means, with the specific purpose of soliciting monetary or other donations; preparing and distributing fundraiser materials; gathering items from businesses or others for fundraising event;
  - ii. planning, organizing, preparing, helping, or otherwise facilitating fundraising event other than attending as the CJC liaison;
  - iii. doing any work of or for the local Friends Board including its finances, minutes, correspondence, billings, invoices, travel, etc.; promoting businesses who offer to contribute all or a portion of proceeds to local CJC;
  - iv. hosting fund raising events where the primary purpose is to solicit and/or raise funding, goods, or services for local CJC (rummage sales, bake sales, dinners, dances, galas, festivals, barbeques, contests, etc.);
  - v. costs of fund raising, including financial campaigns, endowment drives, solicitation of gifts and bequests, and similar expenses incurred solely to raise capital or obtain contributions.
- d. The CJC agrees that no state monies will be used to compensate CJC employees for unallowable activities as identified in the guidelines and will maintain documentation regarding what non-state funds were used for said activities.
- e. The CJC agrees that it will implement a specific plan to address costs of employees who engage in fundraising or work for private non-profit entities and provide a copy of the plan to the CJC Program upon request.

#### 15. Acknowledgement

- a. CJC agrees to include the Attorney General's Office (AGO) logo and the following acknowledgement on printed and promotional materials, press releases, websites, and other digital media: "The (Name of CJC) is part of the CJC Program, administered by the Utah Attorney General's Office";
- b. In instances where the use of the written acknowledgment is restricted by space and/or format, the CJC will include the AGO logo.

#### 16. Noncompliance

- a. The Program may take appropriate action including warnings, reduction of funding or termination of contract should there be noncompliance with any of the provisions of this contract.

BEFORE THE UTAH STATE TAX COMMISSION

WILSON ARCH PROPERTIES LLC,  
 Petitioner,  
 v.  
 BOARD OF EQUALIZATION OF SAN JUAN  
 COUNTY, STATE OF UTAH,  
 Respondent.

**ORDER GRANTING PETITIONER'S  
REQUEST TO RECONVENE BOARD OF  
EQUALIZATION**

Appeal No. 23-553

Parcel Nos. 0005700000D0, 0005700000E0,  
 0005700000H0, 0005700000I0, 000570020200,  
 000570020210, 000570020220, 000570020230,  
 000570020240, 000570020250, 000570020260,  
 000570020270, 000570020280, 000570020290,  
 000570020300, 000570020310, 000570020320,  
 000570020330, 000570020340, 000570020350,  
 000570020360, 000570020370, 000570020380,  
 000570020390, 000570020400, 000570020410,  
 000570020420, 000570020430, 000570020440,  
 000570020450, 000570020460, 000570020470,  
 000570020480, 000570020490, 000570020500,  
 000570020510, 000570020520, 000570020530,  
 000570020540, 000570020550, 000570020560,  
 000570020570, 000570020580, 000570020590,  
 000570020600, 000570020610, 000570020620,  
 000570020630, 000570020640, 000570020650,  
 000570020660, 000570020670, 000570020680,  
 000570020690, 000570020700, 000570020710,  
 000570020720, 000570020730, 000570020740,  
 000570020750, 000570020760, 000570020770,  
 000570020780, 000570020790, 000570020800,  
 000570020810, 000570020820, 000570020830,  
 000570020840, 000570020850, 000570020860,  
 000570020870, 000570020880, 000570020890,  
 000570020900, 000570020910, 000570020920,  
 00057002000A, 000570020000 and  
 0005700200X0

Tax Type: Property Tax/Locally Assessed  
Tax Year: 2022

Judge: Phan

STATEMENT OF THE CASE

On March 31, 2023, Petitioner ("Property Owner") filed via email with the Utah State Tax Commission a Request to Reconvene the Board of Equalization, asking the Commission to order the

Respondent ("County") to reconvene in order to hear an appeal of the valuation of the above listed parcels for tax year 2022. The Property Owner had not filed a property tax appeal for tax year 2022 to the County Board of Equalization by September 15, 2022, which was the deadline to file a valuation or equalization appeal pursuant to Utah Code Sec. 59-2-1004. The Property Owner asks that the Tax Commission order the County Board of Equalization to reconvene to hear the Property Owner's late filed appeal based on factual error and medical emergency. The County Assessor submitted a response to the Property Owner's request on April 17, 2023. In that response, the County Assessor acknowledged a factual error and stated that the County was in agreement that the County Board of Equalization should be reconvened in this matter. The Property Owner did not submit a reply.

#### APPLICABLE LAW

Utah Code Ann. §59-2-1004(3) provides that the time to file an appeal to the county board of equalization is generally September 15<sup>th</sup> of the year at issue, as set forth below in pertinent part:

...

- (a) Except as provided in Subsection (3)(b) and for purposes of Subsection (2), a taxpayer shall make an application to appeal the valuation or the equalization of the taxpayer's real property on or before the later of:
  - (i) September 15 of the current calendar year; or
  - (ii) the last day of a 45-day period beginning on the day on which the county auditor provides the notice under Section 59-2-919.1.
- (b) In accordance with Title 63G, Chapter 3, Utah Administrative Rulemaking Act, the commission shall make rules providing for circumstances under which the county board of equalization is required to accept an application to appeal that is filed after the time period prescribed in Subsection (3)(a).

The Commission has promulgated Administrative Rule R884-24P-66 to establish the circumstances under which a county board of equalization may accept a Section 59-2-1004 appeal that has been filed after the statutory deadline, as follows in relevant part:

- (12) Except as provided in Subsection (14), a county board of equalization shall accept an application to appeal the valuation or equalization of a property owner's real property that is filed after the time period prescribed by Subsection 59-2-1004(3)(a) if any of the following conditions apply:
  - (a) During the period prescribed by Subsection 59-2-1004(3)(a), the property owner was incapable of filing an appeal as a result of a medical emergency to the property owner or an immediate family member of the property owner, and no co-owner of the property was capable of filing an appeal.
  - (b) During the period prescribed by Subsection 59-2-1004(3)(a), the property owner or an immediate family member of the property owner died, and no co-owner of the property was capable of filing an appeal.
  - (c) The county did not comply with the notification requirements of Section 59-2-919.1.



(d) A factual error is discovered in the county records pertaining to the subject property.

(e) The property owner was unable to file an appeal within the time period prescribed by Subsection 59-2-1004(3)(a) because of extraordinary and unanticipated circumstances that occurred during the period prescribed by Subsection 59-2-1004(3)(a), and no co-owner of the property was capable of filing an appeal.

(13) Appeals accepted under Subsection (12)(d) shall be limited to correction of the factual error and any resulting changes to the property's valuation.

(14) Subsection (12) applies only to appeals filed for a tax year for which the treasurer has not made a final annual settlement under Section 59-2-1365.

(15) This rule applies only to appeals to the county board of equalization. For information regarding appeals of county board of equalization decisions to the Commission, please see Sections 59-2-1006 and R861-1A-9.

For purposes of Administrative Rule R884-24P-66(12), "factual error" is defined at Administrative Rule R884-24P-66(1), as follows:

(1)(a) "Factual error" means an error described in Subsection (1)(b):

(i) that is objectively verifiable without the exercise of discretion, opinion, or judgment;

(ii) that is demonstrated by clear and convincing evidence; and

(iii) the existence of which is recognized by the taxpayer and the county assessor.

(b) Subject to Subsection (1)(c), "factual error" includes an error that is:

(i) a mistake in the description of the size, use, or ownership of a property;

(ii) a clerical or typographical error in reporting or entering the data used to establish valuation or equalization;

(iii) an error in the classification of a property that is eligible for a property tax exemption, deferral, reduction, or abatement under Section 59-2-103;

(iv) valuation of a property that is not in existence on the lien date; and

(v) a valuation of a property assessed more than once, or by the wrong assessing authority.

(c) "Factual error" does not include:

(i) an alternative approach to value;

(ii) a change in a factor or variable used in an approach to value; or

(iii) any other adjustment to a valuation methodology.

When a property owner has requested a late filed appeal based on factual error, Administrative Rule R861-1A-9 provides, as follows:

(6)(a) The commission shall consider the facts and evidence presented to the commission, including facts and evidence presented by a party that was submitted to the county board.

(b) A party may raise a new issue before the commission.

(c)(i) If a taxpayer asserts before the commission a factual error as defined in Section R884-24P-66, the commission may issue an order to show cause as to whether the county assessor recognizes the existence of the factual error.

(ii) If the county assessor fails to respond to an order to show cause within 15 calendar days of issuance under Subsection (6)(c)(i), the commission may find that the failure to respond constitutes that the county assessor recognizes the existence of the factual error.

### DISCUSSION

If a property owner disagrees with the assessed value of their property, the law puts the responsibility on the property owner to file a property tax appeal by the statutory deadline. Every year the County mails the valuation notice by July 22 and every year the deadline to file an appeal pursuant to Utah Code Subsection 59-2-1004(3) is generally September 15. These dates are set by statute and are the same dates every year, so a property owner should expect to receive the valuation notice by the first week in August. For any year that a property owner disagrees with the assessed value, it is the property owner's responsibility to file an appeal by the statutory deadline. In this matter, the Property Owner failed to file a Utah Code Sec. 59-2-1004 appeal to the County Board of Equalization by the September 15 deadline for tax year 2022. As established by administrative rule, a late application to appeal may be allowed under limited circumstances, if certain requirements have been met. Utah Admin. Rule R884-24P-66 was adopted to provide the criteria under which a late filed appeal may be allowed. One of the circumstances for which a County Board of Equalization may be reconvened is "factual error."

Utah Administrative Rule R884-24P-66(12)(d) provides that a county board of equalization may be reconvened if "[a] factual error is discovered in the county records pertaining to the subject property." For purposes of this rule, "factual error" is defined at Administrative Rule R884-24P-66(1) to mean an error "(i) that is objectively verifiable without the exercise of discretion, opinion, or judgment; (ii) that is demonstrated by clear and convincing evidence; and (iii) the existence of which is recognized by the taxpayer and the county assessor." In his response letter, the County Assessor acknowledges factual errors, explaining that the lots at issue in "phase 2 were valued as improved lots which is where the error was made." He explained, "All residential lots in phase 2 are actually just vacant land and should be assessed at a [lesser] value." This does indicate a factual error. The County Assessor also indicated there had been errors on the commercial lots and the greenbelt land. He explained in his response, "Therefore, I am in agreement that the County Board of Equalization should be reconvened in this matter."



**DECISION AND ORDER**

After reviewing the information in this matter, the Property Owner has provided grounds to have the County Board reconvened pursuant to Utah Code Subsection 59-2-1004(3) and Utah Admin. Rule R884-24P-66(12). The County Assessor is in agreement that there have been factual errors and that the matter should be reconvened. Therefore, the request is granted and the County Board of Equalization is ordered to reconvene to review the valuation assessment for the subject parcels for tax year 2022. It is so ordered.

DATED this **13** day of **June**, 2023.

**EXCUSED**

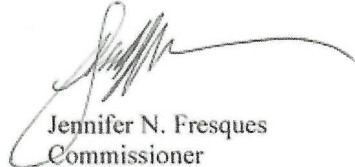
John L. Valentine  
Commission Chair



Rebecca L. Rockwell  
Commissioner



Michael J. Cragun  
Commissioner



Jennifer N. Fresques  
Commissioner

**Notice of Appeal Rights:** You have twenty (20) days after the date of this order to file a Request for Reconsideration with the Tax Commission Appeals Unit pursuant to Utah Code Ann. §63G-4-302. A Request for Reconsideration must allege newly discovered evidence or a mistake of law or fact. If you do not file a Request for Reconsideration with the Commission, this order constitutes final agency action. You have thirty (30) days after the date of this order to pursue judicial review of this order in accordance with Utah Code Ann. §59-1-601 et seq. and §63G-4-401 et seq.

USTC – Appeal  
**Certificate of Mailing**  
Utah State Tax Commission

---

**Wilson Arch Properties LLC (Petitioner) vs San Juan County BOE (Respondent)**

---

**23-553**

**Wilson Arch Properties LLC**  
P.O. Box 906  
Moab, UT 84532

**Petitioner**

**San Juan County BOE**  
117 South Main Street  
Monticello, UT 84535

**Respondent**

**San Juan County Assessor**  
PO Box 338  
Monticello, UT 84535

**Representative for Respondent**

\*\*\*\* CERTIFICATION \*\*\*\*

I certify on this date I mailed a copy of the foregoing document addressed to each of the above named parties.

**June 13, 2023**

Date



Signature