



MAGNA WATER DISTRICT AGENDA

FOR THE

REGULAR BOARD MEETING

AT 10:00 AM

THURSDAY MARCH 16, 2023

8885 W 3500 S, MAGNA, UT 84044

GENERAL OFFICE BUILDING

(801)250-2118

Fax(801)250-1452

MARCH 16, 2023
REGULAR BOARD MEETING AGENDA
MAGNA WATER DISTRICT

MEETING DATE: March 16, 2023, at 10:00 am
LOCATION: 8885 W 3500 S, MAGNA, UT, GENERAL OFFICE BUILDING

- A. Call to Order**
- B. Public, Board and Staff join in the Pledge of Allegiance**

C. Welcome the Public and Guests

D. Public Comment

Written requests that are received – Please do not take over three minutes due to time restraints for other individuals and the Board.

E. Inquire of any conflicts of interests that need to be disclosed to the Board

F. Approval of common consent items

- 1. Minutes of the regular board meeting held February 9, 2023
- 2. Expenses for February 2 to March 5, 2023
 - General Expenses: \$1,854,240.75
 - Zions Bank bond payments: \$83,282.19

G. Employee Recognition – Steve Clark & Virginia Fish

H. Department Reports:

- 1. General Manager Report
- 2. Engineering Report
- 3. Water Operations Report (water production and call out report)
- 4. Wastewater Operations Report (status and call out report)
 - Press Building Modification follow up information
- 5. Controller/Clerk Report
 - Compliance Requirements Report
- 6. HR Manager Report
 - Staff Engineer Discussion – additional information

I. Water & Sewer Availability

Discussion and possible motion to approve the following developments:

- Colosimo Townhomes located at 7200 W 2802 S

J. Project Awards & Agreements

Discussion and possible motion to approve the following project awards and agreements:

- B&D Glass supply and install of two bulletproof glass transaction windows for \$20,350
- Bowen Collins and Associates design and bidding services task order for the 7200 W secondary water line Project in the amount of \$67,750.
- Bowen Collins and Associates construction management services task order for the WRF Reuse Project in the amount of \$785,690.
- CRS Engineering task order for Haynes Well #8 replacement Project and Well Field services in the amount of \$101,900
- Award WRF Reuse project to low pre-qualified bidder Corrio Construction, Inc. in the amount of \$9,243,051.27
- Regence Blue Cross Blue Shield renewal beginning 04/01/2023 – 03/31/2024 monthly increase of approximately \$1,798.41
- Interlocal Cooperation Agreement between Magna Water District and Salt Lake County with County Clerk's Elections Division for Trustee Election for an amount not to exceed \$18,744.

K. Administrative

Discussion and possible motion to approve the following administrative items:

For information and discussion only – no action items:

- Next month's board meeting – April 20, 2023

L. Motion to meet immediately in closed session to discuss the character, professional competence, or physical or mental health of an individual, pending or reasonably imminent litigation, and the purchase, exchange, or lease of real property, including any form of a water right or water shares pursuant to Utah Code Ann. §§ 52-4-204 through 205.

M. Motion to close the closed meeting and re-open the public board meeting.

N. Consider action on any noticed agenda item discussed in closed meeting.

O. Other Business

P. Adjourn

MEETING MINUTES

**MINUTES OF THE
REGULAR MEETING
OF THE BOARD OF TRUSTEES OF
MAGNA WATER DISTRICT**

A regular meeting of the Board of Trustees of the Magna Water District was held Thursday, February 9, 2023, at 10:00 a.m., at the Magna Water District General Office, Kim Bailey Board Room, located at 8885 West 3500 South, Magna, UT.

Call to Order: Mick Sudbury called the meeting to order at 10:00 a.m.

Trustees Present:

Mick Sudbury, Chairman
Jeff White
Dan Stewart

Staff Present:

Clint Dille, General Manager
LeIsle Fitzgerald, District Controller
Trevor Andra, District Engineer
Raymond Mondragon, Water Operations Manager
Dallas Henline, Wastewater Operations Manager
Andrew Sumsion, HR Manager
Chet Draper, Service Maintenance Operator
Justin Long, Service Maintenance Operator

Also Present:

Nathan Bracken, Smith Hartvigsen PLLC
Clint Rogers, Stantec Engineering
Dan Peay, Magna Mayor
Don Olsen, Epic Engineering
Todd Richards, Planning & Zoning
Marie Owens, AE2S
Jason Luettinger, Bowen Collins and Associates
Berkley Hanks, APA Benefits

Public, Board, Staff joined in the Pledge of Allegiance.

Welcome the Public and Guests: Chairman welcomed those in attendance.

Public Comment: None.

Chairman asked if any of the staff or board members had a conflict of interest with anything on this agenda. There were no conflicts of interest.

Approval of Common Consent Items:

Minutes of the regular board meeting held January 19, 2023

Expenses for January 9 – February 1, 2023:

General Expenses: \$477,989.61

Zions Bank bond payments: \$83,282.19

A motion was made by Dan Stewart, seconded by Jeff White, to approve the minutes of the regular and special board meeting held January 19, 2023. The motion was approved as follows: Mick Sudbury, yea, Jeff White, yea, and Dan Stewart, yea.

A motion was made by Dan Stewart, seconded by Jeff White, to approve the general expenses, and the Zions Bank bond payments from January 9 to February 1, 2023, in the amount of \$477,989.61 and \$83,282.19, respectively. The motion was approved as follows: Mick Sudbury, yea, Jeff White, yea and Dan Stewart, yea.

Employee Recognition – Chet Draper & Justin Long:

Dallas recognized Chet Draper for passing his Water Distribution Grade 3 exam.

Raymond recognized Justin Long for his leadership and stepping up and volunteering to become a certified trainer to train new employees on equipment and being involved in the safety committee. See board meeting recording beginning at position 2:07 to 6:58.

Presentation of market and performance of 401(k) & pension plan by Berkley Hanks, APA Benefits: Berkley presented to the Board the findings from the semiannual investment committee meeting. See board meeting recording beginning at position 6:59 to 13:23.

DEPARTMENT REPORTS

General Manager Report: Clint highlighted a few items from his manager's report. The full General Manager report can be found on the board meeting recording beginning at position 13:24 to 39:17.

STAFFING:

Clint reported staff and Management has been investigating and exploring the possibility of hiring help for the District's mechanic. There has been quite a bit of increase of facilities, trucks, and equipment. The Board made several suggestions to help reduce the mechanics workload and would like to see the new facilities and look at what the mechanic is doing. The Board gave permission to continue to investigate the situation and report back later.

Clint requested to change the structure for the customer service staff to report directly to the Accountant instead of the General Manager. Board wanted Management to check with the Union to see if this position would have to be posted before this change is done. Management agreed.

OPERATIONS:

Clint reported the Division of Drinking Water is instituting a change to the classification of the District's water treatment plant. This classification requires the District to have a Grade IV Operator with direct responsible charge to be at the water treatment plant. The District has a Grade IV operator, however is not working at the EDR daily. There is an operator that is going to be studying and taking the Grade IV certification test at the Rural Water conference. The

District usually reimburses the operators after the certification is passed, but in this case the District is going to pay for the testing upfront.

Engineering Report:

Trevor updated the Board on the Zone 3 drinking water pump station project, the Zone 3 secondary water pump station, 2022 waterline repair and replacement project, and the Water Reuse project. A discussion was held regarding legislation at the State Capital with respect to not allowing agencies to use water reuse technology for a secondary water source. The District's reuse project doesn't seem to be in jeopardy because of it. For full discussion please see board meeting recording at position 39:18 to 49:52.

Water Operations Report (including water production and call out report): Raymond Mondragon reported the water production and callout report for the month of January 2023. There were no actions taken, for full discussion please see board meeting recording position 49:59 to 57:57.

- **Customer Letter for Lead and Copper Inventory:** Raymond and Trevor presented to the Board a sample letter to be sent to homeowners of homes built in 1990 and prior, to help in gathering the District's lead line inventory.

Wastewater Operations Report (including status and call out report): Dallas reported the Collections crew is continuing their routine and annual inspections and will begin acoustic inspections with SL Rat soon. There were no actions taken, for full discussion please see board meeting recording position 57:58 to 1:19:34.

- **Discussion on Screw Press Building Upgrades & Expansion Study:** Dallas & Trevor presented the study done by Epic Engineering and discussed the alternatives given. Board expressed their favor in alternative #3. Management will proceed with obtaining a bid for design and report back to the Board.

Controller Report/Clerk Report: LeIsle presented the compliance/legal reporting requirements report and the unaudited December 31, 2022, financial reports. There were no actions taken. For full discussion please see board meeting recording position 1:19:35 to 1:19:43.

HR Manager Report:

- **Discussion and possible motion to approve adding a staff engineer position to assist & report to the District Engineer:** Andrew presented to the Board the draft job description that he and Trevor have been compiling, and a new proposed organizational chart reflecting the staff engineer position. There were no actions taken. The Board directed Management to put together the tasks for the Engineer and a Staff Engineer and bring back to the Board. For full discussion please see board meeting recording position 1:19:44 to 1:43:37.

PROJECT AWARDS & AGREEMENTS

Discussion and possible motion to approve the following project awards and agreements:

Epic Engineering amendment A to task order 2021-6 Truck Garage & Sand Bins design and bidding (for truck garage) in the amount of \$12,400: A motion was made by Jeff White, seconded by Dan Stewart, to approve Epic Engineering's Amendment A to Task Order

2021-6 adding Truck Garage & Sand Bins design and bidding services (for truck garage) in the amount of \$12,400. The motion was approved as follows: Mick Sudbury, yea, Jeff White, yea and Dan Stewart, yea. For full discussion please see board meeting recording beginning at position 1:43:38 to 1:46:32

Stantec general task order for water and wastewater services in the amount of \$50,000: A motion was made by Jeff White, seconded by Dan Stewart to approve Stantec’s general task order for water and wastewater support services in the amount of \$50,000 for 2023. The motion was approved as follows: Mick Sudbury, yea, Jeff White, yea, and Dan Stewart, yea. For full discussion please see board meeting recording beginning at position 1:46:33 to 1:47:38.

Bowen Collins & Associates task order 23.01 Wastewater General Engineering Assistance in the amount of \$25,000: A motion was made by Jeff White, seconded by Dan Stewart, to approve Bowen, Collins & Associates’ Task Order 23.01 for wastewater general engineering assistance in the amount of \$25,000. The motion was approved as follows: Mick Sudbury, yea, Jeff White, yea and Dan Stewart, yea. For full discussion please see board meeting recording beginning at position 1:47:39 to 1:49:05.

Epic Engineering General and Development support task orders 2023-1, 2023-2, 2023-3, 2023-4, for the total amount of \$160,000: A motion was made by Jeff White, seconded by Dan Stewart, to approve Epic Engineering General and Development support task orders 2023-1, 2023-2, 2023-3, 2023-4, for the total amount of \$160,000. The motion was approved as follows: Mick Sudbury, yea, Jeff White, yea, Dan Stewart, yea. For full discussion please see board meeting recording beginning at position 1:49:06 to 1:52:01.

Purchase of Triton 2.0 retro fit kits to complete Phase 2A of aeration improvements in the amount of \$89,938: A motion was made by Jeff White, seconded by Dan Stewart, to approve the purchase of the Triton 2.0 retrofit kits to complete Phase 2A of aeration improvements in the amount of \$89,938. The motion was approved as follows: Mick Sudbury, yea, Jeff White, yea and Dan Stewart, yea. For full discussion please see board meeting recording beginning at position 1:52:02 to 2:01:07

Landmark Companies Change Order for additional wall in basement in the amount of \$19,882.60: A motion was made by Jeff White, seconded by Dan Stewart, to approve change order for an additional wall in the basement in the amount of \$19,882.60. The motion was approved as follows: Mick Sudbury, yea, Jeff White, yea, and Dan Stewart, yea. For full discussion please see board meeting recording beginning at position 2:01:08 to 2:02:15

ADMINISTRATIVE

Discussion and possible motion to approve the following administrative items:

Approval of West Valley City’s purchase price for MWD property along the Haynes Well Field 2820 South property frontage in the amount of \$105,500 and authorize staff to finalize purchase agreement: A motion was made by Jeff White, seconded by Dan Stewart, to approve the sales price of the property along the Haynes Well Field and 2820 South frontage road in the amount of \$105,500, and to authorize the General Manager to work with Legal Counsel

and District Engineer to make any final changes to the conveyance documents for the property sale execution. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea and Jeff White, yea. For full discussion please see board meeting recording beginning at position 2:02:16 to 2:03:53.

Electronic Packet Demonstration: LeIsle and Andrew demonstrated an electronic board meeting packet to the Trustees if they were to choose to go to electronic packets in lieu of paper packets. Board agreed to allow Management purchase two devices for those interested in the electronic packet to try out and proceed with the electronic board meeting packets. No action was taken, for full discussion please see board meeting recording beginning at position 2:03:54 to 2:16:23.

Nathan Bracken – Legislative Update: Nathan briefed the Board on some of the bills that are being presented in the Legislative session this year that may directly or indirectly effect the District in any way. No Action was taken, for full discussion please see board meeting recording beginning at position 2:16:24 to 2:27:49.

For information and discussion only – no action items:

- **Next month’s board meeting – March 16, 2023:** Board acknowledged.

Motion to meet immediately in closed session to discuss the character, professional competence, or physical or mental health of an individual, pending or reasonably imminent litigation, and the purchase, exchange, or lease of real property, including any form of a water right or water shares pursuant to Utah Code Ann. §§ 52-4-204 through 205. Jeff White made a motion to meet immediately in closed session to discuss the character, professional competence, or physical or mental health of an individual, pending or reasonably imminent litigation, and the purchase, exchange, or lease of real property, including any form of a water right or water shares, pursuant to Utah Code Ann. 52-4-204 through 205. The motion was seconded by Dan Stewart, and approved as follows: Mick Sudbury, yea, Dan Stewart, yea and Jeff White, yea at 12:29 p.m.

Motion to close the closed session and to reopen the open session of the Board Meeting: Dan Stewart made a motion to close the closed session and reconvene the open session at 1:14 p.m. The motion was seconded by Jeff White, and approved as follows: Mick Sudbury, yea, Jeff White, and Dan Stewart, yea.

Consider action on any noticed agenda item discussed in closed meeting: None

Other Business: None

Adjourn: Having no further business to discuss, a motion was made by Dan Stewart, seconded by Jeff White, to adjourn the meeting at 1:15 pm. The motion was approved as follows: Jeff White, yea, Dan Stewart, yea, and Mick Sudbury, yea.

Attest

Chairperson

INVOICE PAYMENTS

MAGNA WATER DISTRICT

INVOICE PAYMENTS

2/2/2023 TO 3/5/2023

Check Issue Date	Payee	Amount	Description
2/2/2023	CANYON PIPELINE	1,800.00	HYDRANT METER DEPOSIT
2/2/2023	CANYON PIPELINE	1,800.00	HYDRANT METER DEPOSIT
2/2/2023	CHEMTECH-FORD	591.00	WWTP SAMPLES
2/2/2023	CHEMTECH-FORD	270.00	WWTP SAMPLES
2/2/2023	CHEMTECH-FORD	450.00	WATER SAMPLES
2/2/2023	CHEMTECH-FORD	359.00	WWTP SAMPLES
2/2/2023	CHEMTECH-FORD	359.00	WWTP SAMPLES
2/2/2023	CHEMTECH-FORD	563.00	WWTP SAMPLES
2/2/2023	CHEMTECH-FORD	270.00	WWTP SAMPLES
2/2/2023	CHEMTECH-FORD	359.00	WWTP SAMPLES
2/2/2023	CHEMTECH-FORD	270.00	WWTP SAMPLES
2/2/2023	CHEMTECH-FORD	450.00	WATER SAMPLES
2/2/2023	CHEMTECH-FORD	163.00	WATER SAMPLES
2/2/2023	CHEMTECH-FORD	359.00	WWTP SAMPLES
2/2/2023	CHEMTECH-FORD	288.00	WWTP SAMPLES
2/2/2023	CHEMTECH-FORD	30.00	WATER SAMPLES
2/2/2023	CHEMTECH-FORD	270.00	WWTP SAMPLES
2/2/2023	GRAINGER	18.56	JANITORIAL SUPPLIES-OFFICE
2/2/2023	OWEN EQUIPMENT	249.24	OIL FOR WATER PUMP-CAT PUMP OIL
2/2/2023	ROCKY MOUNTAIN POWER CO.,	54.53	POWER WWTP ADMIN BLDG
2/2/2023	ROCKY MOUNTAIN POWER CO.,	25,108.63	POWER SEWER PLANT
2/2/2023	THATCHER COMPANY	5,424.75	CHEMICALS
2/2/2023	THATCHER COMPANY	(2,500.00)	CHEMICALS
2/2/2023	USA BLUEBOOK	765.87	CHLORINE CYLINDER PIGTAILS & CLAMPS
2/2/2023	USA BLUEBOOK	348.91	CHLORINE CYLINDER PIGTAILS & CLAMPS
2/2/2023	WEF MEMBERSHIP	59.00	MEMBERSHIP FEE
2/2/2023	WEF MEMBERSHIP	59.00	MEMBERSHIP FEE
2/5/2023	REGENCE BCBS OF UTAH	12,032.99	INSURANCE
2/5/2023	UTAH BROADBAND	279.00	BROADBAND/INTERNET SUPPORT
2/6/2023	MID ATLANTIC TRUST COMPANY	3,593.78	401(K)
2/6/2023	NATIONAL BENEFIT SERVICES, LLC	9.00	HRA DEBIT CARD FEES
2/6/2023	NATIONAL BENEFIT SERVICES, LLC	52.00	HRA PLAN ADMIN FEE - JANUARY
2/7/2023	BANKCARD CENTER	1,875.00	SMARTNET LICENSE
2/8/2023	ADVANCED ENGINEERING & ENVIR. SERVICES	3,888.30	LEAD AND COPPER RULE REVISION SUPPORT
2/8/2023	ADVANCED ENGINEERING & ENVIR. SERVICES	2,277.75	PROJECT FUNDING SUPPORT
2/8/2023	ADVANCED ENGINEERING & ENVIR. SERVICES	2,413.75	LEAD AND COPPER RULE REVISION SUPPORT
2/8/2023	AQS ENVIRONMENTAL SCIENCE	2,000.00	SEWER CHEMIST CONSULTANT
2/8/2023	BOWEN COLLINS & ASSOCIATES	101,716.20	MAGNA REUSE PROJECTS
2/8/2023	CINTAS 1ST AID	55.95	FIRST AID CABINET OFFICE
2/8/2023	CINTAS 1ST AID	39.43	FIRST AID CABINET SHOP
2/8/2023	CINTAS 1ST AID	104.45	FIRST AID CABINET EDR
2/8/2023	CINTAS 1ST AID	53.42	FIRST AID CABINET WWTP
2/8/2023	CINTAS 1ST AID	60.28	FIRST AID CABINET WWTP OFFICE
2/8/2023	CODALE ELECTRIC SUPPLY INC.	29.27	REPAIR SUPPLIES- CLARIFIER WATER LINE
2/8/2023	DELCO WESTERN	15,409.95	EFFLUENT PUMPS REPLACEMENT-WWTP EFFLUENT WELL
2/8/2023	GENEVA ROCK PRODUCTS	1,693.92	HYDRANT METER DEPOSIT
2/8/2023	GRAINGER	219.12	TOOLS- LEAD & COPPER STUDY POT HOLING
2/8/2023	GRAINGER	(166.16)	RETURN OF PUMO
2/8/2023	ICNG INTERMTN CONTROLS NICHOLS-GIVEN	2,182.94	BUTTERFLY VALVE & ACTUATORS -EDR
2/8/2023	JACKS TIRE & OIL	189.60	TIRE REPLACEMENT- #10
2/8/2023	KENWORTH SALES CO , INC.-SALT LAKE CITY	78.94	BLOCK HEATER-#4
2/8/2023	OLYMPUS SAFETY & SUPPLY, LLC	350.00	GAS MONITOR SERVICING
2/8/2023	PRECISION AUTOMATED TECHNOLOGY, INC	480.00	CABLE PULLER- CONST CREW
2/8/2023	SALT LAKE VALLEY CHEVROLET	134.26	RIGHT MIRROR-#10
2/8/2023	SIDEWINDERS, LLC	2,837.33	MOTOR REPAIR- #1 LOW ZONE
2/8/2023	SIDEWINDERS, LLC	2,032.08	AERATION BLOWER REPAIR-WWTP
2/8/2023	SIDEWINDERS, LLC	2,032.08	REPAIR CRITICAL AERATION BLOWER- WWTP
2/8/2023	TOTAL POWER & CONTROLS, LLC	5,787.99	WWTP ELECTRICAL MAINTENANCE
2/8/2023	TOTAL POWER & CONTROLS, LLC	7,854.64	FUEL PUMP INSTALLATION PROJECT
2/8/2023	UTAH BROADBAND	119.00	BROADBAND/INTERNET SUPPORT
2/8/2023	UTAH BROADBAND	99.00	BROADBAND/INTERNET SUPPORT
2/8/2023	UTAH-IDAHO TEAMSTERS SECURITY FUND	40,287.00	UNION HEALTH & WELFARE
2/8/2023	VANGUARD CLEANING SYSTEMS	650.00	CLEANING - ADMID OFFICE
2/8/2023	VANGUARD CLEANING SYSTEMS	350.00	CLEANING - ADMIN WWTP
2/8/2023	VANGUARD CLEANING SYSTEMS	542.00	CLEANING - OFFICE EDR
2/8/2023	WESTERN CONF TEAMSTERS PENSION	23,685.44	UNION PENSION CONTRIBUTION
2/9/2023	CUMMINS SALES AND SERVICE	215.97	HEATER - OFFICE GENERATOR
2/9/2023	CUMMINS SALES AND SERVICE	1,212.05	HEATER - EDR GENERATOR
2/9/2023	JORDAN VALLEY WATER	29,891.03	WATER DELIVERIES
2/9/2023	MECHANICAL SERVICE & SYSTEMS, INC.	77.05	PREVENTATIVE MAINT.- SHOP

MAGNA WATER DISTRICT

INVOICE PAYMENTS

2/2/2023 TO 3/5/2023

Check Issue Date	Payee	Amount	Description
2/9/2023	MECHANICAL SERVICE & SYSTEMS, INC.	52.89	PREVENTATIVE MAINT.- ADMIN BLDG
2/9/2023	MECHANICAL SERVICE & SYSTEMS, INC.	552.92	PREVENTATIVE MAINT.- EDR BUILDING
2/9/2023	MECHANICAL SERVICE & SYSTEMS, INC.	52.41	PREVENTATIVE MAINT.- WWTP AMIN BLDG
2/9/2023	MECHANICAL SERVICE & SYSTEMS, INC.	570.20	PREVENTATIVE MAINT.- WWTP OPERATIONS BLDG
2/9/2023	MECHANICAL SERVICE & SYSTEMS, INC.	237.90	PREVENTATIVE MAINT.- WATER OPERATIONS BLDG
2/9/2023	MECHANICAL SERVICE & SYSTEMS, INC.	2,987.21	RTU #03 & UNIT HEATER FOR 2ND FLOOR RECORD'S ROOM- EDR
2/9/2023	NEWMAN CONSTRUCTION	56,221.63	ZONE 3 SECONDARY BOOSTER PUMP STATION
2/9/2023	NEWMAN CONSTRUCTION	332,253.48	2022 CULINARY WATER AND SEWER PIPELINE REPLCMNT
2/9/2023	NEWMAN CONSTRUCTION	68,635.89	2022 CULINARY WATER AND SEWER PIPELINE REPLCMNT
2/9/2023	NEWMAN CONSTRUCTION	45,664.28	ZONE 3 SECONDARY BOOSTER PUMP STATION
2/9/2023	NEWMAN CONSTRUCTION	123,405.00	ZONE 3 SECONDARY BOOSTER PUMP STATION
2/9/2023	POLYDYNE INC	13,497.78	CHEMICALS
2/9/2023	RICOH USA , INC	194.84	COPIER - EDR
2/9/2023	RUST AUTOMATION & CONTROLS INC	103.38	PRESSURE GAUGES- EDR
2/9/2023	THATCHER COMPANY	5,424.75	CHEMICALS
2/9/2023	THOMAS PETROLEUM	6,044.31	DIESEL FUEL - CONVAULT WWTP
2/9/2023	WHEELER MACHINERY CO	64.12	TREATMENT EQUIPMENT OIL ANALYSIS- WWTP
2/9/2023	WHEELER MACHINERY CO	66.45	BLOCK HEATER- #86
2/9/2023	ZIONS BANK PUBLIC FINANCIAL SVS	44,542.08	INTEREST -COMMERCIAL LEASE TRUCKS
2/10/2023	CINTAS CORPORATION #180	518.56	WWTP UNIFORMS AND LINENS
2/10/2023	CINTAS CORPORATION #180	228.32	SHOP/EDR UNIFORMS AND LINENS
2/10/2023	CINTAS CORPORATION #180	201.51	SHOP/EDR UNIFORMS AND LINENS
2/10/2023	CINTAS CORPORATION #180	370.15	WWTP UNIFORMS AND LINENS
2/10/2023	CINTAS CORPORATION #180	235.57	OFFICE MATS/ HAND TOWELS FOR DISPENSERS
2/10/2023	CINTAS CORPORATION #180	238.15	SHOP/ EDR UNIFORMS AND LINENS
2/10/2023	CINTAS CORPORATION #180	380.74	WWTP UNIFORMS AND LINENS
2/10/2023	CINTAS CORPORATION #180	242.65	SHOP/EDR UNIFORMS AND LINENS
2/10/2023	CINTAS CORPORATION #180	322.73	WWTP UNIFORMS AND LINENS
2/10/2023	FERGUSON WATERWORKS #1616	90.00	PRESSURE SENSOR DEVICE- REPAIR WATER HEATER - WWTP
2/10/2023	FERGUSON WATERWORKS #1616	16.97	MEASURING TAPE-#76
2/10/2023	FERGUSON WATERWORKS #1616	189.42	DIGITAL SMART LEVEL-CHECK SEWER GRADES- #76
2/10/2023	PITNEY BOWES GLOBAL FINAN SERVICES LLC	301.50	POSTAGE
2/14/2023	PEAK ALARM	6,024.00	ANNUAL SECURITY MAINTENANCE - OFFICE
2/14/2023	PEAK ALARM	1,356.00	ANNUAL SECURITY MAINTENANCE - EDR
2/14/2023	VERIZON WIRELESS	372.40	CELL PHONE SERVICE
2/15/2023	DOMINION ENERGY	238.61	NATURAL GAS 3291 S 8000 W
2/15/2023	DOMINION ENERGY	1,902.30	NATURAL GAS 8931 W 3500 S
2/15/2023	IPS	137.16	T&A MONTHLY FEE
2/15/2023	JORDAN VALLEY WATER	1,143.84	WATER SAMPLES
2/15/2023	REPUBLIC SERVICES #864	2,754.11	WWTP GARBAGE COLLECTION
2/15/2023	SENERGY PETROLEUM	698.25	OIL- GEARBOXES-WWTP
2/15/2023	SKM INC.	1,114.45	SCADA MAINTENANCE SEWER SYSTEM
2/15/2023	SKM INC.	633.26	SCADA MAINTENANCE WATER SYSTEM
2/15/2023	SMITH HARTVIGSEN, PLLC	3,697.00	GENERAL MATTERS
2/15/2023	SMITH HARTVIGSEN, PLLC	1,768.50	LEGISLATIVE MATTERS
2/15/2023	VEHICLE LIGHTING SOLUTIONS	70.00	LIGHT BAR BRACKETS- #4
2/15/2023	WASATCH ELECTRIC	2,143.73	RESTORE POWER TO HAYNES
2/16/2023	APPLICANT PRO	159.82	JOB LISTINGS
2/16/2023	DOMINION ENERGY	1,075.54	NATURAL GAS 6026 PARKWAY BLVD
2/16/2023	DOMINION ENERGY	10,237.61	NATURAL GAS 7650 W 2100 S
2/16/2023	DOMINION ENERGY	1,076.34	NATURAL GAS 8885 W 3500 S
2/16/2023	GLENS KEY INC.	313.92	LOCKS FOR METERS
2/16/2023	GLENS KEY INC.	136.90	KEYS FOR WATER SHOP & PADLOCKS
2/16/2023	INTSEL STEEL WEST, LLC	232.75	METAL FOR SIGNS- SHOP
2/16/2023	O'REILLY	93.30	CLEANING SUPPLIES- #44
2/16/2023	O'REILLY	37.78	FUEL LINE-#68
2/16/2023	OWEN EQUIPMENT	60.44	PARTS TO REPAIR VACTOR WIRELESS HEADSET
2/16/2023	REPUBLIC SERVICES #864	530.42	SHOP GARBAGE COLLECTION
2/16/2023	RICOH USA , INC	75.00	COPIER- ADMIN OFFICE
2/16/2023	RICOH USA , INC	405.49	COPIER - ADMIN OFFICE
2/16/2023	SAFETY-KLEEN SYSTEMS, INC.	544.10	SOLVENT
2/16/2023	STAPLES BUSINESS CREDIT	29.29	OFFICE SUPPLIES -OFFICE
2/16/2023	STAPLES BUSINESS CREDIT	343.44	OFFICE SUPPLIES- SHOP
2/16/2023	STAPLES BUSINESS CREDIT	141.09	OFFICE SUPPLIES- SHOP
2/16/2023	STAPLES BUSINESS CREDIT	43.64	OFFICE SUPPLIES - OFFICE
2/16/2023	STAPLES BUSINESS CREDIT	43.56	OFFICE SUPPLIES - WWTP
2/16/2023	STAPLES BUSINESS CREDIT	19.95	OFFICE SUPPLIES - EDR
2/16/2023	STAPLES BUSINESS CREDIT	357.92	OFFICE SUPPLIES - OFFICE
2/16/2023	STAPLES BUSINESS CREDIT	221.71	OFFICE SUPPLIES - OFFICE
2/16/2023	STAPLES BUSINESS CREDIT	6.07	OFFICE SUPPLIES- OFFICE

MAGNA WATER DISTRICT

INVOICE PAYMENTS

2/2/2023 TO 3/5/2023

Check Issue Date	Payee	Amount	Description
2/16/2023	STAPLES BUSINESS CREDIT	44.76	OFFICE SUPPLIES- SHOP
2/16/2023	STAPLES BUSINESS CREDIT	43.64	OFFICE SUPPLIES - OFFICE
2/16/2023	THATCHER COMPANY	7,473.70	CHEMICALS
2/16/2023	USA BLUEBOOK	581.62	PIPE WRENCHES & LID WRENCHES
2/16/2023	VERIZON CONNECT FLEET USA LLC	697.00	MONTHLY GPS CHARGE
2/17/2023	DOMINION ENERGY	7,567.26	NATURAL GAS 6850 W 2820 S
2/20/2023	ROCKY MOUNTAIN POWER CO.,	418.01	POWER BOOSTER STATION
2/20/2023	ROCKY MOUNTAIN POWER CO.,	14,574.53	POWER BARTON WELLS 1&2
2/20/2023	ROCKY MOUNTAIN POWER CO.,	831.10	POWER HAYNES WELLS
2/21/2023	GLENS KEY INC.	1,511.84	LOCKS FOR SAMPLE STATIONS
2/21/2023	LOWE'S	170.22	CLEANING SUPPLIES- EDR
2/21/2023	ROCKY MOUNTAIN CARE CLINIC	45.00	POST ACCIDENT SCREENING
2/21/2023	ROCKY MOUNTAIN POWER CO.,	76.65	POWER BACCHUS TANKS
2/21/2023	ROCKY MOUNTAIN POWER CO.,	88.45	POWER SECONDARY WATER PUMP
2/21/2023	ROCKY MOUNTAIN POWER CO.,	1,006.38	POWER 3500 S TANKS
2/21/2023	ROCKY MOUNTAIN POWER CO.,	352.90	POWER CEMENT BUILDING SHOPS
2/21/2023	ROCKY MOUNTAIN POWER CO.,	1,371.51	POWER 7600 RESERVOIR
2/21/2023	ROCKY MOUNTAIN POWER CO.,	9.12	POWER JORDAN VALLEY CONNECTIONS
2/21/2023	WATER ENVIRONMENT ASSC OF UTAH	2,070.00	2023 WEAU CONVENTION
2/21/2023	WORKERS COMPENSATION FUND OF U	2,271.82	WORKERS COMP INSURANCE
2/22/2023	AMBIENTE H2O INC	663.92	SEPEX PUMP - WWTP PRESS BLDG
2/22/2023	CLINT DILLEY	265.50	PER DIEM - RUAL WATER 2023
2/22/2023	CLINTON R GILES	672.92	PER DIEM - RUAL WATER 2023
2/22/2023	DALLAS HENLINE	672.92	PER DIEM - RUAL WATER 2023
2/22/2023	DELCO WESTERN	6.00	EFFLUENT PUMPS REPLACEMENT-WWTP EFFLUENT WELL
2/22/2023	E.T. TECHNOLOGIES, INC	2,938.11	SLUDGE REMOVAL
2/22/2023	EPIC ENGINEERING, P.C.	1,200.50	GATEWAY TO LITTLE VALLEY PHASE 1 & 2-INSPECTION SECONDARY
2/22/2023	EPIC ENGINEERING, P.C.	9,008.50	ZONE 3 SECONDARY BOOSTER & CULINARY PUMP STATION
2/22/2023	EPIC ENGINEERING, P.C.	330.00	MAGNA GENERAL ENGINEERING 2022
2/22/2023	EPIC ENGINEERING, P.C.	5,203.20	GATEWAY TO LITTLE VALLEY PHASE 3-INSEPCION
2/22/2023	EPIC ENGINEERING, P.C.	9,545.00	2022 CULINARY WATER & SEWER PIPELINE REPAIRS
2/22/2023	EPIC ENGINEERING, P.C.	10,595.00	ZONE 3 SECONDARY WATER RESERVOIR
2/22/2023	ERIKS NORTH AMERICA, Inc	35.75	POLYMER PUMP REPAIR SUPPLIES - WWTP
2/22/2023	HERITAGE ROOFING	595.00	REPAIR LEAK ON ROOF - ADMIN BLDG
2/22/2023	MATT SKOGERBOE	672.92	PER DIEM - RUAL WATER 2023
2/22/2023	MCDONALD, TRAVIS	672.92	PER DIEM - RUAL WATER 2023
2/22/2023	MCREYNOLDS, CONNOR	672.92	PER DIEM- RUAL WATER 2023
2/22/2023	METERWORKS	379,098.22	METERS
2/22/2023	MID ATLANTIC TRUST COMPANY	3,593.78	401(K)
2/22/2023	NEWMAN CONSTRUCTION	215,591.10	2022 CULINARY WATER & SEWER PIPELINE REPLCMNT
2/22/2023	RHINO PUMPS	16,660.82	SECONDARY SHALLOW WELL REPAIR
2/22/2023	THATCHER COMPANY	14,693.25	CHEMICALS
2/22/2023	THATCHER COMPANY	3,810.75	CHEMICALS
2/22/2023	THATCHER COMPANY	(7,500.00)	CHEMICALS
2/22/2023	TREVOR ANDRA	206.50	PER DIEM - RUAL WATER 2023
2/23/2023	ANSERFONE	204.50	24 HR PHONE SERVICES
2/23/2023	BOWEN COLLINS & ASSOCIATES	20,312.88	MAGNA REUSE PROJECTS
2/23/2023	BOWEN COLLINS & ASSOCIATES	14,145.00	MAGNA REUSE PROJECTS
2/23/2023	GRAINGER	203.25	WATER PUMP- #52
2/23/2023	SHRED-IT	74.47	DOCUMENT SHREDDING
2/23/2023	SUEZ WTS SOLUTIONS USA, INC	5,544.00	GROUNDING RODS -EDR
2/24/2023	CASELLE, INC.	2,354.00	CONTRACT SUPPORT CHARGES
2/24/2023	RURAL WATER ASSOCIATION OF UT.	400.00	WATER & WASTEWATER OPERATOR CERTIFICATION
2/24/2023	WEST VALLEY CITY	130.20	STORMWATER AT EDR
2/27/2023	ROCKY MOUNTAIN POWER CO.,	39.94	POWER SHALLOW WELLS
2/27/2023	RURAL WATER ASSOCIATION OF UT.	2,450.00	2023 RURAL WATER CONFERENCE
2/28/2023	AIRGAS USA, LLC - CENTRAL DIVISION	53.40	ACETYLENE & OXYGEN RENTAL CYLINDERS
2/28/2023	AIRGAS USA, LLC - CENTRAL DIVISION	4.45	ARGON RENTAL CYLINDER
2/28/2023	HOME DEPOT CREDIT SERVICES	106.67	BATTERY & CHARGER KIT
2/28/2023	HOME DEPOT CREDIT SERVICES	182.10	BATTERY FOR PUMP
2/28/2023	HOME DEPOT CREDIT SERVICES	398.37	PUMPS FOR TRUCK #21
2/28/2023	HOME DEPOT CREDIT SERVICES	31.20	SHOVELS FOR OFFICE
2/28/2023	HOME DEPOT CREDIT SERVICES	208.97	SHOP VAC
2/28/2023	POSM Soft LLC	2,000.00	POSM PRO SOFTWARE - CAMERA VAN
2/28/2023	UTAH BARRICADE COMPANY	372.00	LEASE OF BARRICADES
2/28/2023	WEF MEMBERSHIP	85.00	MEMBERSHIP FEE
2/28/2023	WHEELER MACHINERY CO	106.32	THERMOSTAT, GASKET, COOLANT- #44
2/28/2023	WHEELER MACHINERY CO	106.87	HOSE & COOLANT- #44
3/1/2023	DENTAL SELECT	1,585.41	INSURANCE
3/1/2023	FUEL NETWORK	5,536.81	GASOLINE FOR VEHICLES

**MAGNA WATER DISTRICT
INVOICE PAYMENTS
2/2/2023 TO 3/5/2023**

Check Issue Date	Payee	Amount	Description
3/1/2023	THE LINCOLN NATIONAL LIFE	731.10	INSURANCE
3/2/2023	BLUE STAKES OF UTAH 811	498.74	BILLABLE E-MAIL NOTIFICATIONS
3/2/2023	OWEN EQUIPMENT	1,779.33	TUBES & NOZZLES
3/2/2023	OWEN EQUIPMENT	26.18	COVER PLATE -#70
3/2/2023	ROCKY MOUNTAIN POWER CO.,	51.10	POWER WWTP ADMIN BLDG
3/2/2023	STANDARD PRINTING COMPANY	2,343.93	PROCESS OF MONTHLY BILLINGS
3/2/2023	STANDARD PRINTING COMPANY	297.68	GREEN APPLICATION CARDS
3/2/2023	ZAYO	2,223.76	PHONE & DATA SERVICE
3/3/2023	BANKCARD CENTER	4,410.56	HOTEL - 2023 RURAL WATER CONF
3/3/2023	ROCKY MOUNTAIN POWER CO.,	22,739.78	POWER WWTP
3/3/2023	UTAH BROADBAND	279.00	BROADBAND/INTERNET SUPPORT
		\$ 1,854,240.75	

**MAGNA WATER DISTRICT
ZIONS BANK BOND PAYMENT
2/2/2023 TO 3/5/2023**

Check Issue Date	Payee	Amount	Description
2/9/2023	ZIONS FIRST NATIONAL BANK	\$ 83,282.19	5436869-BOND SER 2013
		\$ 83,282.19	

MANAGER'S REPORT



MEMO

TO: MWD Board of Directors
FROM: Clint Dilley, P.E., General Manager
DATE: 03/08/23 (March 16th Board Meeting)
RE: Report and Discussion from General Manager

PURPOSE OF MEMO

The purpose of this memo is to provide the Magna Water District (MWD) Board of Directors a general report from the General Manager and associated discussion with input from rest of management team to keep the board abreast of general matters in the District. The format of the memo will primarily be a list of bullet points to assist guiding the discussion in the board meeting.

REPORT FROM GENERAL MANAGER

After discussions with the board and management team we have focused our efforts on three main areas including 1) Staffing 2) Operations and 3) Communication as outlined in the following sections.

STAFFING

- Engineering
 - Staff Engineer
 - HR Mgr & District Engineer assembling additional information for board to review and consider need for a Staff Engineer position
- Operations
 - Mechanic Apprentice
 - HR Mgr & Operations Managers reviewing and considering need for Mechanic Apprentice
- Front Office
 - GM & HR MGR assembling additional information for board to review and consider changes to front office direct supervision of clerical employees from GM to Accountant

OPERATIONS

- Water Operations
 - Zone 3 drinking water pump station upgrade completed crossover successfully without any interruption of service to Zone 3. Great team effort to accomplish this result.
 - Construction crew has finished setting concrete blocks for foundation of the material storage cover which has been delivered with a pushed back target install date near end of March. Waiting on final ok from MSD before cover installer will mobilize.

- Part of construction crew continuing work on lead & copper inventory. Will be sending out mailers to customers with homes built prior to 1990 to assist in inventory.
- Work on secondary water system O&M to be ready for irrigation season including shallow well pump #1 install, zone 2 pump #1 repair, & adding a new zone 1 pump #3 to the system for additional zone 1 pump capacity & redundancy.
- Zone 3 secondary water pump station is also nearing final completion and will be ready to use for first time this irrigation season
- Contractor selected to complete corrosion repair of concrete floor drain areas at EDR
- Haynes Well #2 should have new pump installed in next two weeks & Barton Well #5 brush and bail continuing with repair of hole needed at bottom casing
- WWTP Operations
 - RMP has been completing some service reliability upgrades at the WWTP including replacing coils, lightning arrestors, & insulators which should help reduce the frequency & number of outtages at the WWTP
 - Need to decide on future of RV dump during design phase of the new influent lift station since a new connection will need to be made and extended to the existing system if we want to preserve operation of RV dump in future
 - Twin D has completed spot repairs at 16 prioritize locations on the collection system
 - Triton aeration blower repairs are complete and are back online. After reviewing repair notes (bearing failure due to heat), our team will go above and beyond manufacturer minimum recommendations and use higher grade grease and change out every 10,000 hours
 - Moving forward with Phase 2A of aeration system upgrade including swapping out the ends of the Triton units with more efficient 2.0 aerators on order and estimated delivery 8-10 weeks out
 - WW OM & DE working together to create a pretreatment application/questionnaire for potential future permittees
- Office
 - Completed transition from paper AP to paperless AP in February 2023 with much success and improvements in efficiency and less paper & waste
 - Basement finish nearing final completion and ready for punchlist inspection. Need to consider storage requirements & furnishings next. Recommend combining discussion of board room table extensions with downstairs furnishing quotes
 - Bullet proof glass transaction windows quote received from B&D glass and will recommend to board
- Delinquent accounts
 - January 2023
 - Accounts that are delinquent: 655
 - Total of all delinquent accounts: \$89,724.11
 - Average delinquent account balance: \$136.98
 - Pink notices sent out on 1/3/22 for January = 211
 - December 2022
 - Accounts that are delinquent: 352
 - Total of all delinquent accounts: \$46,742.17
 - Average delinquent account balance: \$132.79
 - Pink notices sent out on 11/29/22 for December = 236
 - November 2022
 - Accounts that are delinquent: 348
 - Total of all delinquent accounts: \$44,802.01
 - Average delinquent account balance: \$128.74

- Pink notices sent out on 10/27/22 for November= 296

COMMUNICATION & MORALE

- Continue working toward improving communication w/ board members & community partners
 - GM plan on attending Magna Town Council meeting on 03/28/23
 - GM would like to develop a school outreach program for this year
- Work to improve communication & morale with employees
 - Will enter union contract negotiations in next few weeks
 - Completed second wellness program in February “declutter your health” March goal will be hydration
 - Completed team building meeting for management team to discuss goals for 2023. Will follow up with all proposed employee goals for board review in April board meeting
 - HR MGR completed Arbinger Institute Leadership Certification Training at the end of January and second portion in March to be able to provide in house training on Outward Mindset
- Work to improve communication with customers
 - RV Dump season opening information completed for March 1st mailer. Will look at conservation/outdoor watering information for April 1st mailer
 - Thorough and prompt response to customer concerns and complaints
 - Had a customer complaint about not being transferred to a supervisor after multiple requests. Reiterated office protocol which encourages transfer of an upset customer especially if they request it

WATER OPERATIONS

Water Production Report & Callout Report

February 2023

Water Production Summary

The culinary water production for the month of February was 79.34 million gallons or 243.5-acre feet, a 9.35% decrease from February 2022. YTD as of February 2023 was 165.79 million gallons or 508.84-acre feet, an 8.52% decrease from YTD 2022.

We have purchased 135.05-acre feet of water from Jordan Valley Water as of end of February 2023.

Callout Report – Water and Wastewater Combined

Total number of call outs - 21

Total Hours – 84.25

1 – Mainline Leaks

2 – Service Leaks

18 - Miscellaneous

Summary Of Water Deliveries
MAGNA WATER DISTRICT
System # 18014
Feb-23

Source	Month's Deliveries (AF)		Change %	Current Month's Gall	Deliveries YTD (AF)		Change %	YTD Gallons
	2023	2022			2023	2022		
CULINARY WATER								
Well Sources Barton and Haynes	209.22	234.47			435.61	483.94		
To Waste	29.50	28.02			60.19	56.88		
Total Finished Blend EDR	179.21	203.46			373.79	422.34		
JVWCD Magna Reading	64.37	62.86			134.97	129.92		
JVWCD	64.29	62.81			135.05	129.84		
Total Culinary Water	243.5	266.27	-9.35%	79,339,118	508.84	552.18	-8.52%	165,794,320
SECONDARY WATER								
Irrigation Well #1	-	-			-	-		
Irrigation Well #2	-	-			-	-		
Irrigation Well #3	-	-			-	-		
High Zone (secondary)	-	-			-	-		
Low Zone (secondary)	-	-			-	-		
Total secondary Usage	-	-	#DIV/0!	-	-	-	0.00%	-
Total Production of Water	243.50	266.27	-9.35%	79,339,118	508.84	552.18	-9%	165,794,320

* EDR Blend + Total Secondary + JVWCD = Total Production

FEBRUARY CALL OUTS

Dept.	Employee	Date	Hours	Description
WATER	JUSTIN LONG	2/1/2023	3	FROZEN METER IN BOX - 7759 W KING TOP DR
WATER	STEVE CLARK	2/3/2023	5	ZONE 3 STARTUP & CHANGE HOT HEAD - 3774 S COPPER RIDGE DR
WATER	CLINT GILES	2/2/2023	3	CHANGE HOT HEAD -3771 S GOLD RIDGE DR
WATER	MIKE HARMS	2/4/2023	3	MAIN LINE BREAK - 2924 S 9000 W
WATER	JUSTIN LONG	2/3/2023	5	ZONE 3 STARTUP & CHANGE HOT HEAD - 3774 S COPPER RIDGE DR
		2/4/2023	4	MAIN LINE BREAK - 2924 S 9000 W
WATER	TRAVIS MCDONALD	2/4/2023	3	MAIN LINE BREAK - 2924 S 9000 W
WATER	CONNOR MCREYNOLDS	2/2/2023	3	CUSTOMER BROKE HOT HEAD ATTEMPTING TO SHUT OFF WATER METER- 3771 S GOLD RIDGE DR. LEFT WATER ON TO AVOID FREEZING.
		2/3/2023	3	CUSTOMER HOSE BIB LEFT ON- 8930 W 3380 S; LEAKING HYDRANT, FLUSHED & SHUT DOWN - 7860 W SHARON DR; COLD SIDE LEAK - 2720 S 8000 W
		2/3/2023	3	COLD SIDE LEAK, SHUT OFF WATER FOR CUSTOMER - 7211 W ADAMS RD
		2/3/2023	3	TURNED ON WATER FOR CUSTOMER- 7211 W ADAMS RD
		2/4/2023	3.75	MAIN LINE BREAK - 2924 S 9000 W; CUSTOMER REQUESTED WATER OFF FOR LEAK IN BASEMENT. FALSE REPORT, NO LEAK CUSTOMER WANTED WATER OFF, CUSTOMER OUT OF TOWN- 3174 S 9100 W
		2/6/2023	3	APPLY SALT - OFFICE & WWTP
WATER	MATT SKOGERBOE	2/3/2023	3.5	ZONE 3 STARTUP
		2/3/2023	3	LOCK UP BUILDING & GATE - ZONE 3
WATER	MATT HUNTER	2/16/2023	3	SEWER BACKUP - 7186 W APPALOOSA DR
		2/17/2023	3	CUSTOMER HAD NO WATER - 3004 S 9150 W; CUSTOMER HAD NO WATER, FROZEN METER- 2747 S DUNDALK CIR
		2/17/2023	3	CUSTOMER HAD NO WATER, FROZEN METER- 7725 W KING TOP RD; HOT SIDE SERVICE LEAK - 7176 W CROW CIR.
		2/17/2023	3	CUSTOMER HAD NO WATER, FROZEN METER - 2601 S 8990 W
		2/18/2023	3	CUSTOMER HAD NO WATER, FROZEN METER - 7434 W DICKSON WAY
		2/19/2023	3	NEIGHBOR REPORTED WATER LEAKING FROM BACK DOOR- 3216 S 8400 W
		2/20/2023	3	CONTRACTOR NEEDED ACCESS TO WWTP TO PERFORM BID FOR REUSE PROJECT
		2/22/2023	3	SNOW REMOVAL & APPLY SALT - OFFICE
		2/23/2023	3	SNOW REMOVAL & APPLY SALT - OFFICE
WATER	ROB JATERKA	2/24/2023	3	CUSTOMER REQUESTED WATER OFF FOR LEAK, SHUT OFF WATER IN GARDEN AREA- 3814 S VALLEY FORGE
		2/26/2023	3	WATER LEAKING FROM LAWN, BROKEN SPRINKLER LINE - 8054 W 3500 S

Total Callout Hours	84.25
Total Callouts	21
Total Water/EDR Hours	84.25
Total # of Water Callouts	21
Total WWTP Hours	
Total WWTP Callouts	

LEAKS

Date	Address	Hours	Mainline/Service
2/2/2023	3774 S GOLD RIDGE DR	6	SERVICE
2/4/2023	2924 S 9000 W	13.75	MAINLINE
2/17/2023	7176 W CROW CIR	3	SERVICE
TOTAL		22.75	

WASTEWATER OPERATIONS

Checking and Controlling the Installation Site

Install the Drive as described below and maintain optimum conditions.

◆ Installation Site

Install the Drive to a non-combustible surface under the following conditions in UL Pollution Degree 2 environments. This excludes wet locations where pollution may become conductive due to moisture, and locations containing conductive foreign matter.

Type	Ambient Operating Temperature	Humidity	Plenum Rated
NEMA Type 1	14°F to 104°F (-10 to +40°C)	95% RH or less (no condensation)	Yes
Open Chassis	14°F to 113°F (-10 to +45°C)	95% RH or less (no condensation)	No

Protective covers are attached to the top and bottom of the Drive. It is recommended to remove the protective covers before operating a NEMA Type 1 Drive (Models CIMR-F7U2030/4055 and smaller) in a panel to obtain the 113° (45°C) ambient operating temperature.

Observe the following precautions when installing the Drive. Make sure to install:

- in a clean location which is free from oil mist and dust.
- in an environment where metal shavings, oil, water, or other foreign materials do not get into the Drive.
- in a location free from radioactive materials and combustible materials (e.g. wood).
- in a location free from harmful gases and liquids.
- in a location free from excessive vibration.
- in a location free from chlorides.
- in a location away from direct sunlight.

◆ Controlling the Ambient Temperature

To enhance the reliability of operation, the Drive should be installed in an environment free from extreme temperature variation. If the Drive is installed in an enclosure, use a cooling fan or air conditioner to maintain the internal air temperature below 113°F (45°C).

◆ Protecting the Drive from Foreign Matter

During Drive installation and project construction, it is possible to have foreign matter such as metal shavings or wire clippings fall inside the Drive. To prevent foreign matter from falling into the Drive, place a temporary cover over the Drive.

Always remove the temporary cover from the Drive before start-up. Otherwise, ventilation will be reduced, causing the Drive to overheat.

Days per month in Salt Lake City of at least 80, 90 or 100 °F

	80 °F 27 °C	90 °F 32 °C	100 °F 38 °C
January	0	0	0
February	0	0	0
March	0	0	0
April	1	0	0
May	9	1	0
June	21	10	1
July	30	24	5
August	30	21	2
September	18	5	0
October	3	0	0
November	0	0	0
December	0	0	0
Year	111	62	8

CONTROLLER CLERK REPORT

COMPLIANCE OF LEGAL REQUIREMENTS AND INTERNAL POLICIES CHECK LIST

LEGAL REQUIREMENTS	DATE COMPLETED	DUE DATE	NEXT SCHEDULED FOR
Posting of Annual Schedule of Regular Board Meetings	1/7/2023	1st Monday in January	1/1/2024
Adoption of District's Annual Tentative Budget	10/20/2022	11/30/2022	
Annual Certification and Filing of Budget with State Auditor	12/5/2022	12/31/2023	12/31/2024
Annual Filing of Impact Fees Report with State Auditor	2/23/2023	3/31/2022	3/31/2024
Annual Filing of Financial Statements with State Auditor	6/29/2022	6/30/2022	6/30/2023
Participation in Utah Public Finance Website (transparent.utah.gov) Salaries/Benefits	1/30/2023	3/31/2023	3/31/2024
Quarterly Budget to Actual Reports provided to Board of Trustees			
1st Quarter	4/21/2022	May	May-23
2nd Quarter	8/11/2022	August	Aug-23
3rd Quarter	11/9/2022	November	Nov-23
4th Quarter	2/9/2023	February	Feb-24
Quarterly Expenditures and Revenues posted to Utah Public Transparency Website			
1st Quarter	4/21/2022	May	May-23
2nd Quarter	8/11/2022	August	Aug-23
3rd Quarter	11/9/2022	November	Nov-23
4th Quarter	1/30/2023	01/31/2023	Jan-24
Proper Notice of Public Meetings	Ongoing	at least 24 hours before public Meeting date and time	Ongoing
WWTP Annual Biosolids Report to State	1/16/2023	2/28/2023	2/28/2024
OSHA 300 Report - Posted & Submitted	1/23/2023	2/1/2023	2/1/2024
Board member contact information (name, phone number, and email address) posted on the Utah Public Notice Website	1/15/2022	30 days after information has changed	1/1/2024
Semi-annual Report to State Money Management Council			
June 30 Report	7/8/2022	July 31	7/31/2023
December 31 Report	1/30/2023	January 31	1/31/2024
File statement with Division of Corporations re: receipt of notice of claim	1/28/2023	January	1/31/2024
File with Registry of Lieutenant Governor	5/16/2022	A year from the last filing	5/16/2023

Disclosure regarding responsibility of homeowner to repair retail water line	7/1/2022	Annually	2023
Water Use Report	3/13/2022	March 31	3/31/2023
Municipal Wastewater Planning Program Report	4/7/2022	April 15	4/15/2023
Publish Consumer Confidence Report	7/1/2022	Every July 1	7/1/2023
Imposing/Increasing Fee - Public Hearing	4/22/2021	When needed	Unknown
Copies of "Robert's Rules of Order"	ongoing	ongoing	ongoing
<p>(b) Subject to Subsection (3)(3), a board of trustees shall:</p> <p>(i) adopt rules of order and procedure to govern a public meeting of the board of trustees;</p> <p>(ii) conduct a public meeting in accordance with the rules of order and procedure described in Subsection (3)(b)(i); and</p> <p>(iii) make the rules of order and procedure described in Subsection (3)(b)(i) available to the public:</p> <p>(A) at each meeting of the board of trustees; and</p> <p>(B) on the local district's public website, if available</p>			
Annual Employee Training		Annually within 90 calendar days	3/31/2023
Sexual Harassment & Discrimination	5/31/2023	Annually	5/31/2024
Tuition Assistance Program		During Hiring Onboarding	
Fraud Awareness Training		Annually	
Ethical Behavior	7/26/2023	Annually	7/31/2024
Preventing Violence in the Workplace	6/28/2023	Annually	6/30/2024
Annual Trustee Training			
Open and Public Meetings Act	Nov-22	Annually	
Utah Public Officers' and Employees' Ethics Act	Nov-22	Annually	
New Trustee Special and Local District training Course	6/28/2022	Within one year of Office	2023
Conflict of Interest Annual certification		Annually within 90 calendar days	3/31/2023
Employee Performance Evaluations	11/30/2022	Annually	11/30/2023
Hotline	Ongoing	Posted on Website always	Ongoing
Annual Filing of Fraud Risk assessment with State Auditor	12/14/2022	June 30 of following year	12/31/2023
GRAMA Training Annual for Records Officer	2/7/2022	Annually	2/7/2023
Appoint A Board Chair Person Annually	1/19/2023	January Regular Board Meeting	Jan-24
Public Tax Increase Hearing	Ongoing	When Needed	Ongoing

Meeting Minutes and any materials distributed at the Meeting available on the Utah Public Notice Website, District website, and district office and within three business days after holding an open meeting, make an audio recording of the open meeting available to the public for listening.

Ongoing

Ongoing

Review Insurance/Bonding Requirements

Annually

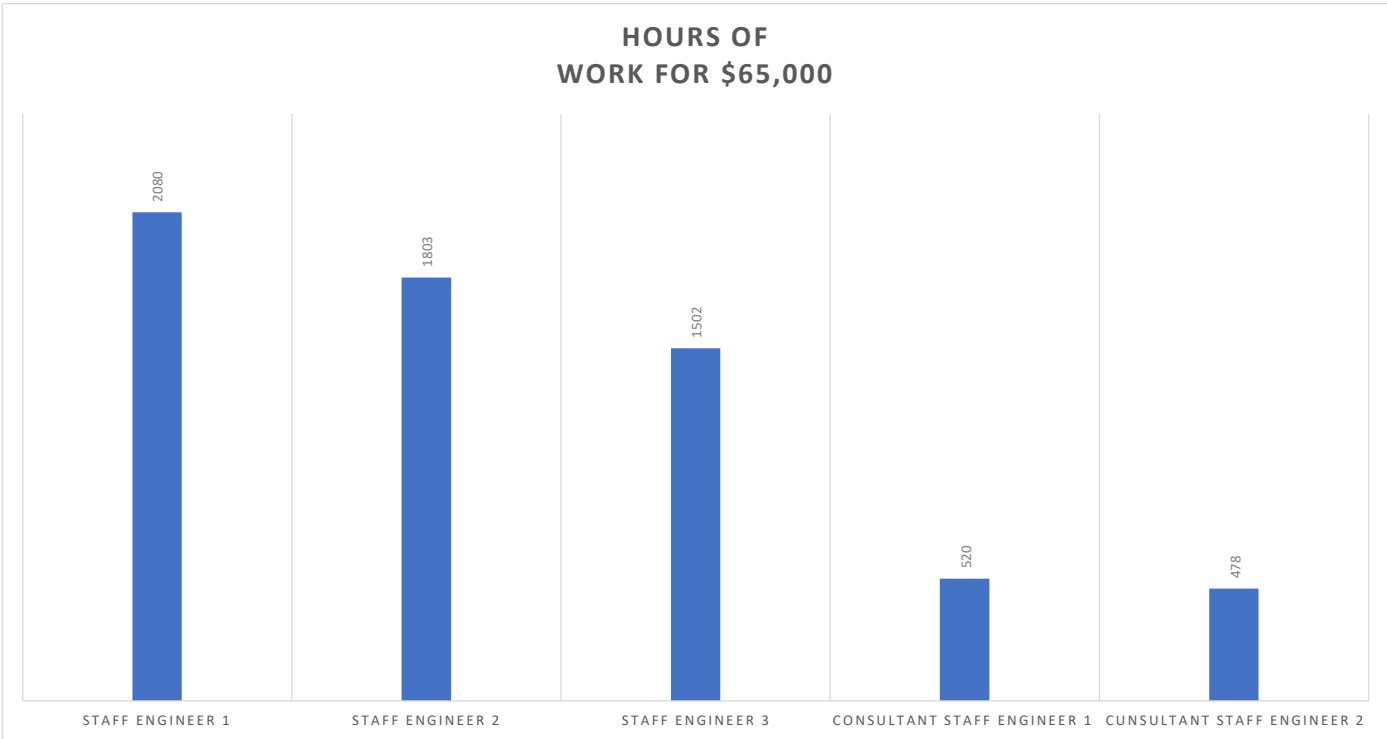
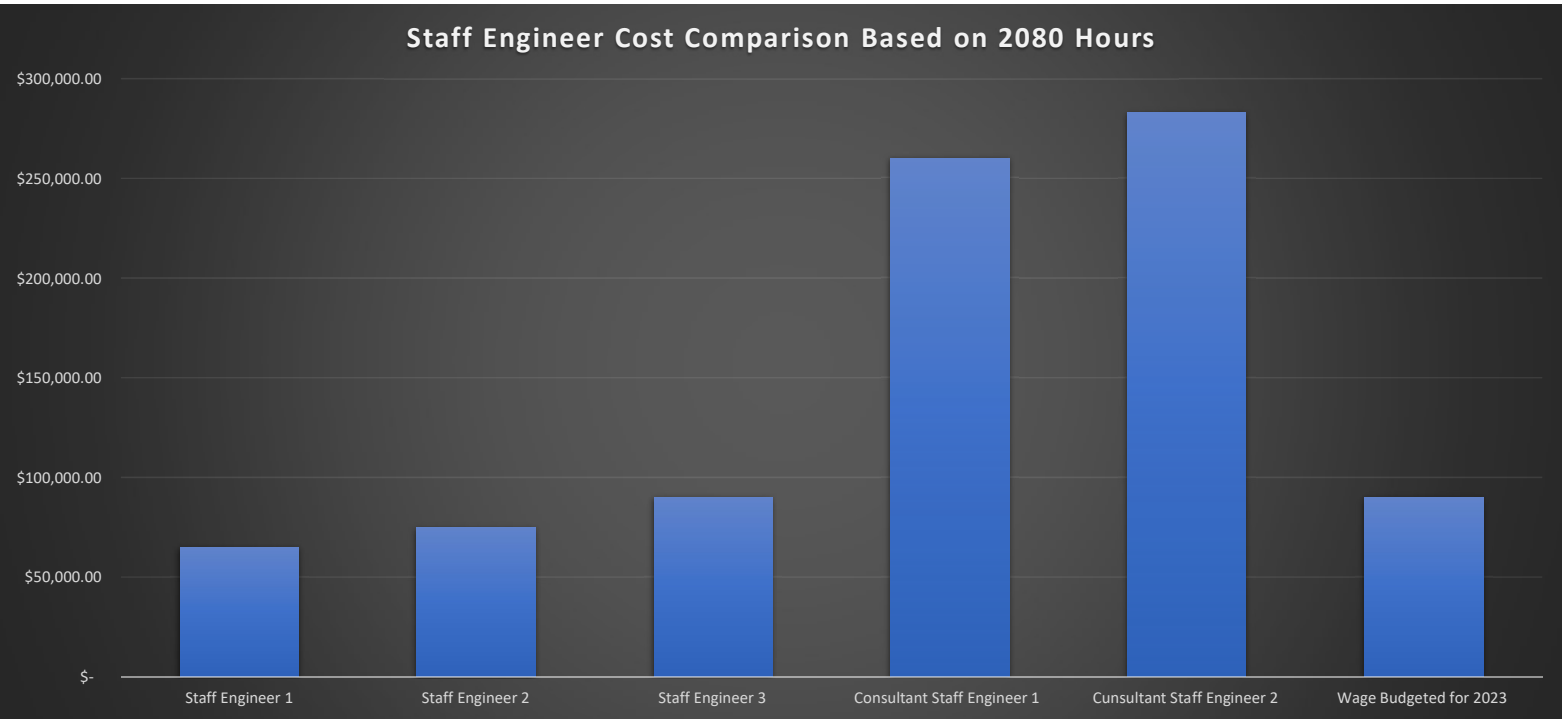
2023

Review Fund Balance Limitation

Annually

2023

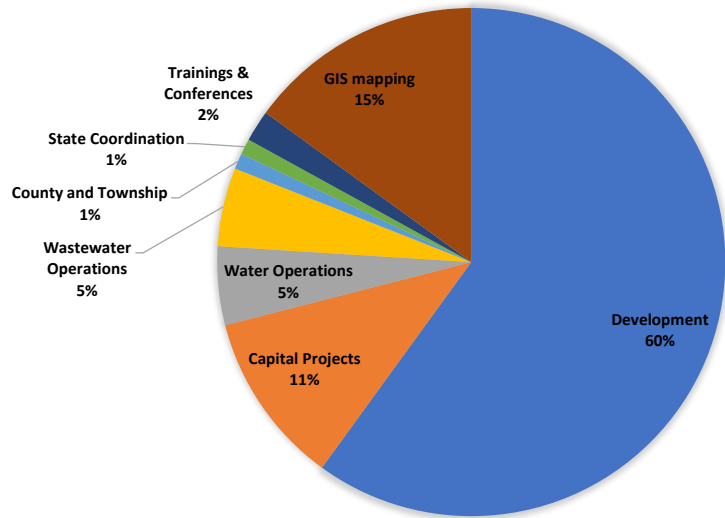
HR MANAGER REPORT



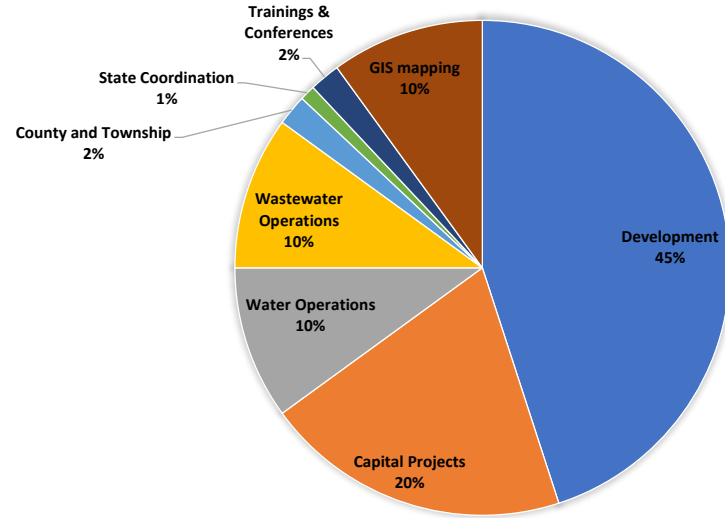
DISTRICT ENGINEER AND STAFF ENGINEER WORK LOAD SCENARIOS

TASKS AND PERCENT OF TIME VARIES ON NEED

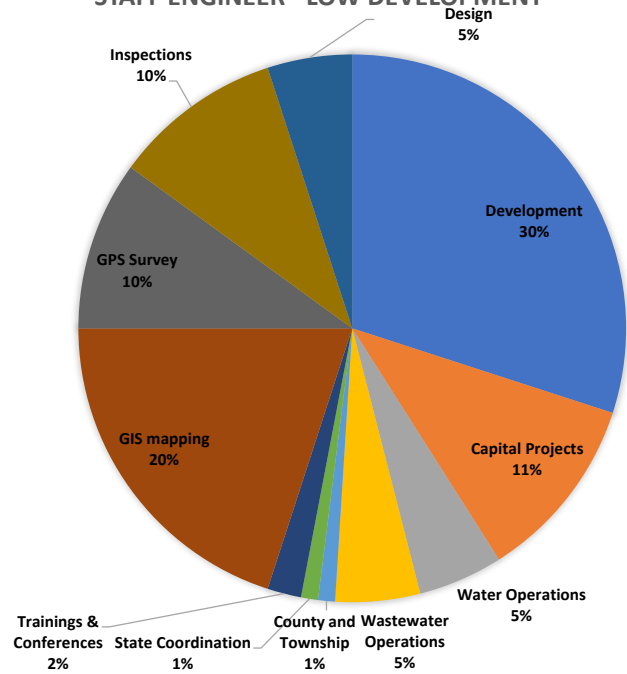
STAFF ENGINEER - PROPOSED



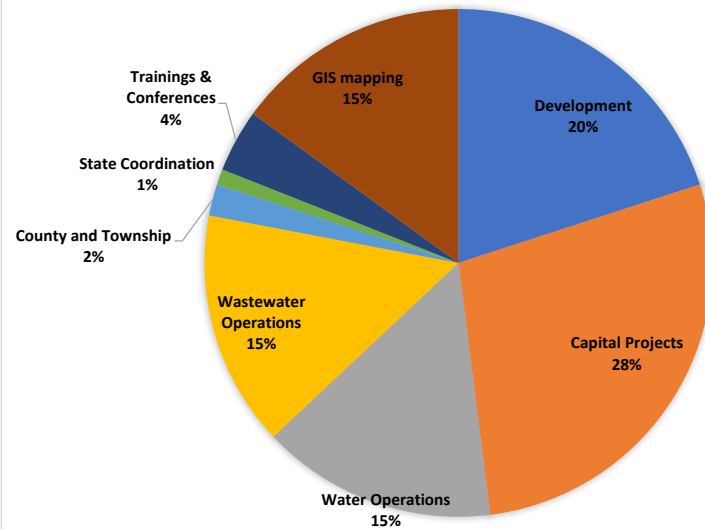
DISTRICT ENGINEER - CURRENT



STAFF ENGINEER - LOW DEVELOPMENT



DISTRICT ENGINEER - PROPOSED



TASKS	CURRENT				PROPOSED			
	District Engineer - Current				Staff Engineer - Proposed		District Engineer - Proposed	
	HOURS		PERCENT		HOURS	PERCENT	HOURS	PERCENT
Development		936	45%		1248	60%	416	20%
Capital Projects		416	20%		229	11%	582	28%
Water Operations		208	10%		104	5%	312	15%
Wastewater Operations		208	10%		104	5%	312	15%
County and Township		42	2%		21	1%	42	2%
State Coordination		21	1%		21	1%	21	1%
Trainings & Conferences		42	2%		42	2%	83	4%
GIS mapping		208	10%		312	15%	312	15%
		2080	100%		2080	100%	2080	100%
		2080	100%		2080	100%	2080	100%

TASKS	Staff Engineer - Low Development			
	HOURS		PERCENT	
Development		624	30%	
Capital Projects		229	11%	
Water Operations		104	5%	
Wastewater Operations		104	5%	
County and Township		20.8	1%	
State Coordination		20.8	1%	
Trainings & Conferences		41.6	2%	
GIS mapping		416	20%	
GPS Survey		208	10%	
Inspections		208	10%	
Design		104	5%	
		2080	100%	
		2080	100%	

Kearns Improvement District

- Engineering Manager
- Assistant Engineering Manager (Inspector)
- GIS Specialist (Inspector)
- Publics works director/ Engineer

Taylorville Bennion Improvement District

- District Engineers
- Inspector
- GIS Coordinator
- IT Administrator
- IT/GIS Technician
- Just Hired a Staff Engineer

Jordan Valley Water Conservancy District

- 2 Registered Staff Engineers
- 2 Senior Engineers
- Inspector/Locator 2
- 5 Inspector/Locator
- Inspection & Location Supervisor
- GIS Administrator
- Engineering Dept. Manager
- Asst. Gen Manager/Chief Engineer
- Currently Hiring another Staff Engineer
- Currently Hiring Civil Engineer I

Granger Hunter Improvement District

- Director Information Systems
- Staff Engineer
- 2 Field Inspectors
- Director of Engineering
- GIS/Data Analyst
- Engineering Supervisor
- Survey/Designer
- Assistant GM/District Engineer
- Engineering Intern

Magna Water District Vehicle Mileage

(As of March 7, 2023)

Vehicle Number	Mileage	Operator
#316 (Ford 1 Ton)	88,931	Collections Operators
#52 (Camera Van)	20,006	Collections Operators
#78 (Chevy ½ Ton)	17,111	Collections Lead
#10 (Chevy Plow Truck)	123,533	Collections Operators
#77 (Chevy ½ Ton)	23,977	WW Manager
#65 (Chevy ½ Ton)	21,850	Treatment Lead
#79 (Chevy ½ Ton)	16,605	Treatment Operators
#8 (Service Truck)	58,141	Construction Crew
#35 (Chevy ½ Ton)	21,527	Construction Crew
#21 (GMC Canyon)	120,055	Customer Service
#63 (Chevy ½ Ton)	28,053	Customer Service
#69 (Chevy ½ Ton)	21,919	Customer Service
#81 (Chevy ½ Ton)	19,823	Customer Service
#44 (Mechanic Truck)	69,544	Mechanic
#85 (Chevy 1 Ton)	7,767	Mechanic
#31 (Chevy ½ Ton)	21,527	Water Operations Manager
#76 (Chevy ½ Ton)	22,932	Inspector
(Chevy Traverse)	18,581	District Engineer
(Chevy Traverse)	29,022	General Manager

Water

TREVOR ANDRA		D4
BOB BATT		D2
STEVE CLARK		T1
STEVE CLARK		D4
JON DAVIS		D4
CHET DRAPER		T1
CHET DRAPER		D3
DYLLAN DELOBEL		T1
DYLLAN DELOBEL		D2
CLINT GILES		D4
MIKE HARMS		D4
DALLAS HENLINE		T3
DALLAS HENLINE		D4
MATT HUNTER		D4
MATT HUNTER		T2
ROB JATERKA		D4
ROB JATERKA		T4
JUSTIN LONG		D4
TRAVIS MCDONALD		
CONNOR MCREYNOLDS		D4
RAYMOND MONDRAGON		D4
TRAVIS RAWSON		D2
SPENCER SIMONS		
MATT SKOGERBOE		T1
MATT SKOGERBOE		D4
CHRISTIAN THOMPSON		D4
LONNIE THOMPSON		D4
ED TUCKER		D4

Wastewater

SCOTT BECK		T2
PAUL BIRD		C1
DYLLAN DELOBEL		T1
DRAPER, CHET		T1
CLINT GILES		C4
MIKE HARMS		C1
DALLAS HENLINE		T2
DALLAS HENLINE		C4
MATT HUNTER		C4
MATT HUNTER		T2
ROB JATERKA		T1
ROB JATERKA		C4
BEAU LAMPER		T4
JUSTIN LONG		T1
MARK MANZANERAS		
CONNOR MCREYNOLDS		T2
CONNOR MCREYNOLDS		C4
RAYMOND MONDRAGON		C3
ED TUCKER		C1
ED TUCKER		T4

COLOSIMO TOWNHOMES



BOARD OF TRUSTEES
Mick Sudbury, Chairman
Jeff White
Dan L. Stewart

GENERAL MANAGER
Clint Dilley, P.E.

March 16, 2023

Clint Dilley, P.E.
Magna Water District
8885 West 3500 South
P.O. Box 303
Magna, UT 84044

Subject: Colosimo Townhomes – Water & Sewer Availability

Clint,

We have completed our preliminary review of the Colosimo Townhomes development located at 7200 West 2820 South. Our determination of water and sewer availability is as follows:

EXISTING FACILITIES

- WATER** Water service is available near the development. There is a 16-inch water line and a 6-inch water line located in 2820 South along the south frontage of the proposed development. There is also a 16-inch water line and 12-inch water line located in 7200 West along the east frontage of the proposed development.
- SEWER** Sewer service is available near the development. There is an 8-inch sanitary sewer line located in 2820 South, along the south frontage of the proposed development and an 18-inch sanitary sewer line located in 7200 West, along the east frontage of the proposed development.
- SEC WATER** Secondary water service is available near the development. There is a 12-inch secondary water line located in 2820 South, along the south frontage of the proposed development and a 12-inch secondary water line located in 7200 West, along the east frontage of the proposed development.

RECOMMENDATIONS

- WATER** Connect to the existing 6-inch water line in 2820 South and extend 8-inch pipe into development with required water services to the proposed development.
- SEWER** Connect to the existing 18-inch sanitary sewer line located in 7200 West and extend 8-inch sanitary sewer line with required sewer services to the proposed development.
- SEC WATER** Connect to the existing 12-inch secondary water line in 2820 South and extend 6-inch pipe into development with required water services to the proposed development.

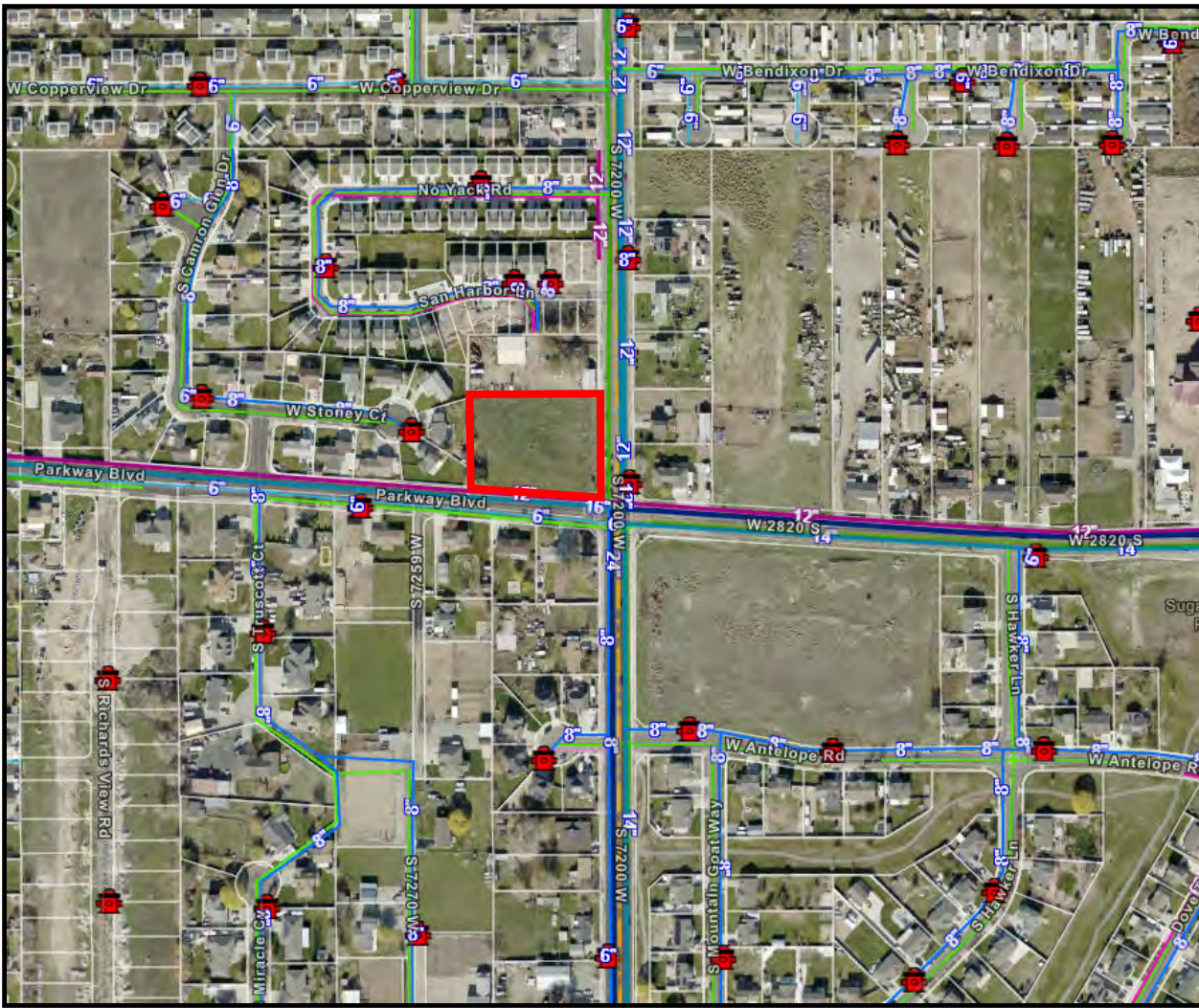
Plans showing the water and sewer lines will need to be furnished to the District by the Developer's engineer. These Plans will need to show the location of all lines, line sizes, profile of sewer, fittings, and water service connection sizes, locations and type.

It is my recommendation that the Magna Water District Board approve providing water and sewer services to this Development. If you have any questions or concerns, please contact me at 801-250-6279.

Sincerely,

A handwritten signature in blue ink, appearing to read "Trevor Andra".

Trevor Andra, P.E.
Magna Water District
District Engineer



Development Name:
COLOSIMO TOWNHOMES

Address: 7200 West 2802 South

Number of Lots: 16



B&D GLASS

PROPOSAL - AGREEMENT

B & D GLASS INC.
7668 AIRPORT RD
WEST JORDAN, UTAH 84084
UTAH LIC. #99-378031-5501
PHONE (801) 280-0600

TO: Magna Water District
ATTENTION: Mikey Boone
ADDRESS:
CITY:

DATE: February 6, 2023
JOB: Magna Water District
LOCATION: Magna, Utah
ARCHITECT:

WE PROPOSE TO FURNISH THE FOLLOWING:

Remove two existing transaction windows and supply/install two level-3 bullet resistant transaction windows.

To include 6" speaker hole with voice port, & recessed stainless steel deal tray.

TAX EXEMPT

FOR THE SUM OF \$ 20,350.00

THESE PRICES ARE GOOD FOR 60 DAYS FROM DATE OF PROPOSAL.

EXCEPTIONS: WE DO NOT CLEAN ANY GLASS OR METAL STOREFRONT CONSTRUCTION.

WE DO NOT PROTECT ALUMINUM STOREFRONTS OR GLASS

NO BACK CHARGES WITHOUT PRIOR WRITTEN PERMISSION FROM B & D GLASS

NO SPECIAL FINISH WARRANTY IS INCLUDED UNLESS INDICATED ON OUR PROPOSAL

Final keying and cylinders are to be provided and installed by others

Aesthetic imperfections in the provided materials, which is acceptable to industry standards, shall not be cause for rejection
Scheduled delays affection B & D Glass Inc. ability to complete the proposed work within the contracted time may result in additional charges

Structure and substructure to be designed, supplied and installed by other and must be capable of supporting all forced and reactions of the proposed systems under the maximum design loads

Caulking as required for exterior weather seals per manufacturer's installation instructions is included

A: Secondary, additional or otherwise cosmetic caulking is not included and will incur additional cost if required

B: Caulking at storefronts is not to exceed 3/8" joint width unless detailed on our shop drawings

C: Caulking at curtain walls is not to exceed 1/2" joint width unless detailed on our shop drawings

Electrical tie-ins, wire pulling, & hook-up is by others.

All extra work performed by B & D Glass Inc as directed by the general contractor in writing and must be billable and payable to B & D Glass Inc in the same progress payment application period that the work was performed

General contractor is to provide clear access to all work areas for equipment and staging

ACCEPTED:

B & D GLASS

BY:

BY: Dale Jensen

APPROVAL REQUIRED

APPROVED AS DRAWN APPROVED AS NOTED REJECTED

SIGNATURE: _____

DATE: _____

PLEASE VERIFY

1. PLEASE SELECT ALUMINUM ANODIZE COLOR:
 CLEAR DARK BRONZE

2. PLEASE SELECT GLAZING RATING:
 U.L. LEVEL 1 U.L. LEVEL 2 U.L. LEVEL 3
 CONTACT T.S.S. FOR LEVEL 4-5 & 7-8 OPTIONS
 (LEVEL 3 MEETS LEVEL 6 REQUIREMENT(S))

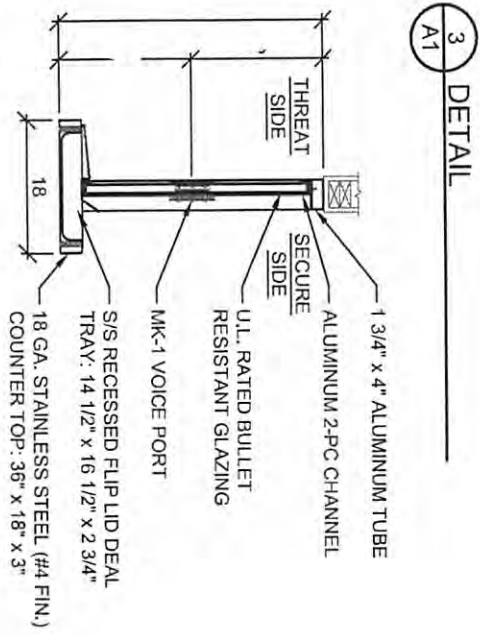
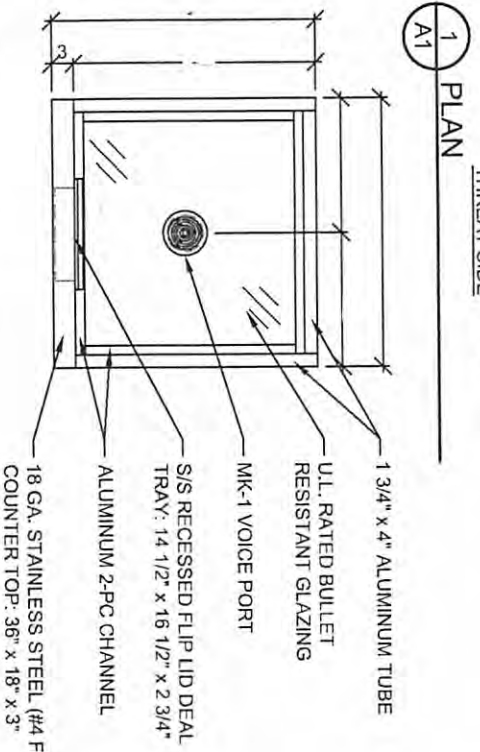
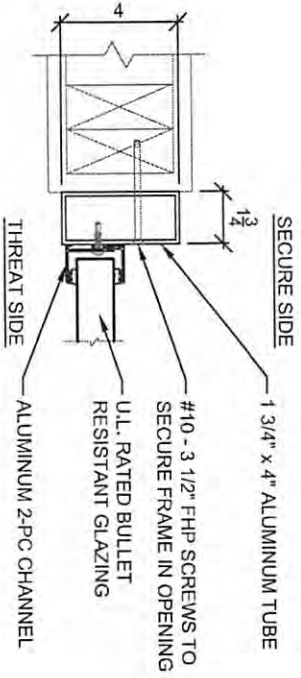
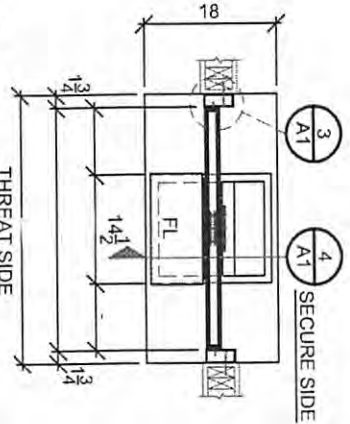
3. PLEASE SELECT GLAZING MATERIAL TYPE:
 UNCOATED ACRYLIC (LVL 1 & 2 ONLY)
 ABRASION RESISTANT ACRYLIC (LVL 1 & 2 ONLY)
 LAMINATED POLYCARB/ACRYLIC (LVL 1, 2, & 3)
 GLASS CLAD POLYCARBONATE (LVL 1, 2, & 3)

DRAWING NOTES

- THIS WILL BE FABRICATED & SHIPPED TO THE EXACT DIMENSION SHOWN.
- ALL DIMENSIONS MUST BE APPROVED, SIGNED, DATED, OR OTHERWISE NOTED ON THIS DRAWING BEFORE FABRICATION CAN BEGIN.
- FINISHED OPENING SIZE: 36 1/4" x 36 1/4"
- VOICE PORT WILL BE CENTERED IN UNIT, UNLESS OTHERWISE SPECIFIED (TYP. 60" A.F.F.)
- ALUMINUM COLOR MUST BE SPECIFIED FOR THE ENGINEERING TO BEGIN.

* IN THE EVENT OF CONFLICTS OR DISCREPANCIES AMONG THE CONTRACT DOCUMENTS, INTERPRETATIONS WILL GIVE PRIORITY TO THE TOTAL SECURITY SOLUTIONS APPROVAL DRAWINGS OVER THE PROPOSAL OR ANY OTHER DOCUMENT PROVIDED OR INCLUDED IN THE AGREEMENT.

() UNIT(S) REQUIRED



Total Security Solutions 935 Garden Lane Fowlerville, MI 48836 Phone: 866.947.8075 Fax: 517.223.0905 www.tssbulletproof.com	PROJECT NAME: EXTERIOR TRANSACTION WINDOW WITH S/S COUNTER TOP & FLIP LID DEAL TRAY MK-1 VOICE PORT	DATE: 01.01.12 DRAWN BY: XXX ENG. BY: YYY CHECKED BY: XX	SHEET TITLE: DETAILS REVISIONS: # DATE DESCRIPTION	SHEET NUMBER: A1 JOB#
	The information in this drawing is confidential, it is the exclusive property of TOTAL SECURITY SOLUTIONS. Without permission is required for reproduction and/or distribution from TOTAL SECURITY SOLUTIONS.			
	TOTAL SECURITY SOLUTIONS			
	DATE: 01.01.12 DRAWN BY: XXX ENG. BY: YYY CHECKED BY: XX			

**7200 W
SECONDARY
WATERLINE**



Magna Water District 7200 West Secondary Waterline Project

**Bowen Collins & Associates
Scope of Services**

DATE: March 6, 2023

PROJECT: 7200 West Secondary Waterline Project

PROJECT MANAGER: Jason Luettinger

PROJECT LOCATION: Magna, Utah

PROJECT NO.: 483-23-02

BACKGROUND

Magna Water District (MWD, District) has requested that Bowen Collins & Associates (BC&A) provide engineering services to assist with the design of a new secondary waterline along 7200 West from Beagley Lane to Noyak Road. The new approximately 1,000-foot long waterline will be 12-inches in diameter and will provide additional interconnection within Pressure Zone 1. This project is a modified version of project SD-19 that was identified in Magna’s recent 2020 Water Master Plan. SD-19 included a pipeline to connect 7200 West to 7600 West along 2550 South. However, due to recent pavement installation along 2550 South, a pavement cutting moratorium is currently being enforced. Therefore, this project will install pipeline south along 7200 West and tie into the existing waterline near Noyak Road to accomplish a similar connection with 7200 West (through 2820 South). The other pipeline segments of SD-19 in Beagley Lane have already been constructed.

This scope summarizes BC&A’s proposed approach and tasks that will be provided for the project.

SCOPE OF SERVICES

Task 1 – Project Coordination

Subtask 1-1 Project Management & Coordination. BC&A will manage the project schedule and budget. Tasks include invoicing, progress and schedule updates, management of project team and subconsultants, coordination with MWD, and other general coordination necessary to deliver the required scope of services.

Subtask 1-2 Kickoff & Progress Meetings. BC&A will schedule, attend, and document regular progress meetings with MWD to provide project updates and to allow a continual review of progress and MWD design input. It is assumed that a kickoff meeting and 3 progress meetings will be needed at the 30% and 90% design review levels.

Subtask 1-3 Agency Permitting. BC&A will assist MWD with the coordination of permits required for the project. Anticipated permitting agencies include: Salt Lake County (license agreement for road crossing and flood control permit for Riter Canal), Kennecott (Riter Canal crossing), and West Valley City. It is assumed that one virtual meeting will be required with each agency to facilitate permits for the project.

Subtask 1-4 Geotechnical Coordination. BC&A will coordinate with the District's geotechnical engineer (contracted separately by MWD) regarding the location of test pits and geotechnical investigation information required for design of the pipeline. It is anticipated that one boring will be required at the Riter Canal crossing.

Task 2 – Preliminary Design

Subtask 2-1 Collect/Review Existing Information & Utility Search. BC&A will collect and review information pertinent to the project including GIS information and existing record drawings provided by MWD. A field investigation will be completed to gather data pertinent to the project. BC&A will gather utility location data from the applicable utility companies identified by Blue Stakes and show all known utilities on the design drawings based on the received data. If major existing utilities that are likely to impact the final design of the pipeline are identified, BC&A will notify MWD and have the utilities potholed per the below subtask.

Subtask 2-2 Surveying. BC&A will provide the services of a professional land surveyor to develop a topographic field survey along the pipeline alignment in the existing road right-of-way. Services will include the establishment of survey control monuments for design and construction of the project. Services also include surveying any subsurface utility investigations from the following subtask.

The project alignment is understood to be located inside the existing road rights-or-way. Therefore, easement acquisition services or other real estate services, including title search, easement legal descriptions, appraisals, negotiation, purchase contracts, etc., are not included in BC&A's current scope.

Subtask 2-3 Potholing. BC&A will provide the services of a utility investigation (pothole) crew to develop SUE Quality Level "A" test holes for existing utility connections and crossings. For purposes of budgeting, it is assumed that up to five potholes may be provided.

Subtask 2-4 Preliminary Design Package. BC&A will provide 30-percent preliminary design drawings and technical data for the District’s review. Our design team will attend a review meeting with the District prior to commencing final design. It has been assumed that the Riter Canal will be crossed via jack-and-bored HDPE pipe. The waterline design will provide turnouts to accommodate future developments with sizing as determined by MWD. It is assumed that no environmental related work is needed as we understand the pipeline will be constructed inside the existing roadway pavement extents. It has been assumed that the pipe will be 12-inch PVC per Figure 13-4 of the 2020 Water Master Plan. Although not included in this scope and fee, if the District would like any further hydraulic analysis of the proposed pipeline diameter, BC&A will coordinate with the District to include these as additional services if determined to be required.

Deliverables

1. Record of data gathered for project,
2. Agency permits for District signature and distribution,
3. 30-percent design review plans.

Task 3 – Final Design

Subtask 3-1 Contract Documents. BC&A will prepare final design drawings, specifications, and contract documents for the pipeline, including a document review submittal at 90% complete state of design with the associated review meeting with MWD. The design package will include BC&A’s standard front-end legal documents and technical specifications. Following the final review, BC&A will incorporate all comments and provide final contract documents for the project.

An anticipated sheet list for the project is included below based on a plan view scale of 1-inch = 30-feet.

Sheet No.	Description
1 – 4	General Sheets
5 – 7	Key Sheet and Plan & Profiles
8 – 9	Riter Canal Crossing Details
10 – 14	General Details

Subtask 3-2 Opinion of Probable Construction Cost. An engineer’s opinion of anticipated construction costs will be provided at the 90-percent and 100-percent complete stages of design.

Deliverables

1. 90-percent design review package,
2. 100-percent Contract Documents for bidding
3. Engineer's Opinion of Probable Construction Cost.

Task 4 – Bid Period Services

Subtask 4-1 Bidder Questions & Addenda. BC&A project team members will be available to answer questions from prospective contractors during the bid period. BC&A staff will prepare required clarifications or addenda to the contract documents.

Subtask 4-2 Pre-bid Conference. BC&A will coordinate the pre-bid meeting, prepare a meeting agenda, and help conduct the meeting. It's anticipated that the meeting will be a one-hour meeting with the contractors and MWD.

Subtask 4-3 Bid Opening, Bid Review, & Award Recommendation. BC&A staff will attend the bid opening meeting, tabulate bids received, review bids received for completeness, and make a recommendation for project award.

Subtask 4-4 Conformed Contract Documents. BC&A will prepare a conformed set of plans and specifications which will incorporate all addenda material into a conformed document set for use during construction.

Deliverables:

1. Pre-bid meeting agenda,
2. Addendums as required,
3. Award recommendation letter and bid tab,
4. Conformed contract documents for construction.

Task 5 – Construction Management Services – To be Contracted Separately

It is anticipated that a separate Task Order will be executed to address construction management services. This will allow BC&A to develop an updated scope and fee estimate for the District after the scope of construction and schedule is better defined following completion of design.

SCHEDULE

It is anticipated that design of the project will be completed (100-percent Contract Documents) before the end of December 2023 so that the project can be bid out in January 2024.



ENGINEERING FEE

BC&A proposes to complete the services described above on a time-and-expense basis, for an engineering fee not to exceed \$67,750. Please see the attached breakdown of labor and expenses for details on specific tasks and other assumptions that were used to develop the estimated fee.

Sincerely,
Bowen, Collins & Associates, Inc.

A handwritten signature in blue ink, appearing to read 'Jason Luettinger', is written over the company name.

Jason Luettinger, P.E.
President

7200 West Secondary Waterline Project

Magna Water District

Engineering Man Hour - Fee Estimate

3/6/2023

		Office & Support		Tech	Engineers			Subtotal Hours	Subtotal Labor	Subtotal Expenses	Mileage	Potholing	Survey	Total Cost
Labor Category	Staff	Skousen	Hilbert	Anderson	Stevens	Bean	Luettinger							
	Labor Rate	\$120	\$106	\$145	\$125	\$153	\$227				\$0.75	KCI	APEX	
Task No.	Task 1: Project Coordination													
1-1	Project Management & Coordination	3				8	6	17	\$ 2,946.00	\$0	\$0		\$ 2,946.00	
1-2	Kickoff & Progress Meetings (3 meetings)					15	6	21	\$ 3,657.00	\$174	\$174		\$ 3,831.00	
1-3	Agency Permitting				16	6	2	24	\$ 3,372.00	\$0	\$0		\$ 3,372.00	
1-4	Geotechnical Coordination				4	2		6	\$ 806.00	\$0	\$0		\$ 806.00	
	Task 1 Sub-Total	3	0	0	20	31	14	68	\$ 10,781.00	\$174	\$174	\$0	\$ 10,955.00	
Task No.	Task 2: Preliminary Design													
2-1	Collect/Review Existing Information & Utility Search				8	3		11	\$ 1,459.00	\$0	\$0		\$ 1,459.00	
2-2	Surveying			6	2	3	1	12	\$ 1,806.00	\$4,290	\$0	\$4,290	\$ 6,096.00	
2-3	Potholing (5 potholes assumed)			3	1	6	1	11	\$ 1,705.00	\$10,105	\$0	\$10,105	\$ 11,809.62	
2-4	Preliminary Design Package		4	36	28	18	5	91	\$ 13,033.00	\$0	\$0		\$ 13,033.00	
	Task 2 Sub-Total	0	4	45	39	30	7	125	\$ 18,003.00	\$14,395	\$0	\$10,105	\$ 32,397.62	
Task No.	Task 3: Final Design													
3-1	Final Design and Contract Documents	2	6	60	28	18	6	120	\$ 17,192.00	\$0	\$0		\$ 17,192.00	
3-2	Opinion of Probable Construction Cost				8	4	1	13	\$ 1,839.00	\$0	\$0		\$ 1,839.00	
	Task 3 Sub-Total	2	6	60	36	22	7	133	\$ 19,031.00	\$0	\$0	\$0	\$ 19,031.00	
Task No.	Task 4: Bid Period Services													
4-1	Bidder Questions & Addenda		1	3	5	6	1	16	\$ 2,311.00	\$0	\$0		\$ 2,311.00	
4-2	Pre-bid Conference					5		5	\$ 765.00	\$44	\$44		\$ 808.50	
4-3	Bid Opening, Bid Review, & Award Recommendation				3	4	1	8	\$ 1,214.00	\$44	\$44		\$ 1,257.50	
4-4	Conformed Contract Documents		1	2	1	3		7	\$ 980.00	\$0	\$0		\$ 980.00	
	Task 4 Sub-Total	0	2	5	9	18	2	36	\$ 5,270.00	\$87	\$87	\$0	\$ 5,357.00	
Task No.	Task 5: Construction Management													
	To be included under a separate task order							0	\$ -	\$0	\$0		\$ -	
	Task 5 Sub-Total	0	0	0	0	0	0	0	\$ -	\$0	\$0	\$0	\$ -	
	Total Hours	5	12	110	104	101	30	362						
	Total Cost (All Tasks)								\$53,085	\$14,656	\$261	\$10,105	\$4,290	\$67,750

Budgetary Assumptions:

1. Assume total of 14 drawing sheets required
2. Billing rates based on 2023, rates to be updated annually for inflation
3. Expenses Include:
 - Mileage reimbursement at \$0.75/mile
 - 10% markup on outside services or other project related expenses

**BOWEN
COLLINS TASK
ORDER**

EXHIBIT A
Magna Water District
WRF Reuse Project
BOWEN, COLLINS & ASSOCIATES

SCOPE OF WORK – CONSTRUCTION MANAGEMENT SERVICES

DATE: March 7, 2023
PROJECT: Magna WRF Reuse Project
PROJECT MANAGER: Jeff Beckman, P. E.
PROJECT LOCATION: Magna, Utah
PROJECT NO.: 483-20-02

BACKGROUND

With Tasks 1-3 having been completed and a responsive low bidder recommended for the Magna WRF Reuse Project, the Magna Water District (MWD, District) has requested that Bowen Collins & Associates (BC&A) provide construction management services for the project. It is anticipated that the construction period will last approximately 18 months.

It is noted that during the construction, BC&A will continue to coordinate with Stantec Engineering as a sub-consultant as they performed portions of the design. The following tasks will be completed by members of the BC&A/Stantec team, and as such, references to BC&A in this document refer to members of the BC&A/Stantec team.

SCOPE OF WORK

TASK 4 – CONSTRUCTION MANAGEMENT

BC&A will provide engineering services during construction including reviewing project schedules, reviewing shop drawings, responding and clarifying RFI's, evaluating material and equipment substitutions, evaluating and making recommendations for action for change orders, reviewing construction payment requests, attending construction meetings, conducting on-site observation and construction management services, creating record drawings, and review of operation and maintenance manuals.

Subtask 4-1: Project Management and Coordination Meetings.

Schedule, attend and conduct weekly progress meetings through the duration of construction. At minimum, the weekly progress meetings will be attended by the following individuals:

- MWD's Project Coordinator
- Contractor Project Manager and Superintendent
- BC&A's Project Manager and Construction Manager.

Depending on the stage of construction, other individuals will be invited to the weekly progress meeting in an effort to maintain the project schedule. This subtask also includes scheduling and conducting a pre-construction meeting with the District, BC&A, the successful General Contractor and any other involved parties.

Subtask 4-2: Services During Construction.

Provide services during construction including reviewing product submittals, shop drawing submittals, project schedules, schedule of values and Contractor's payment requests. Providing timely responses to RFI's, RFQ's, requests for material and equipment substitutions, and change order requests. BC&A will utilize VPO Software to coordinate and organize electronic submittals.

Subtask 4-3: Project Observation.

Provide part time construction observation services, including coordination with District staff, field observation, contractor coordination, attendance at regular construction progress meetings, and construction documentation. For purposes of budgeting, it is assumed that BC&A will provide an average of 20 hours per week for on-site construction observation services during the estimated 81-week construction period.

Subtask 4-4: Special Inspections.

This task includes budget for twenty (20) separate visits each for special inspections that may be required during construction.

Deliverables:

1. Meeting minutes will be prepared after each weekly progress meeting and for the pre-construction meeting.
2. Record log of submittals.
3. Documentation of RFI's, RFQ's and change order requests.
4. Copies of all daily inspection reports.

TASK 5 – PROJECT CLOSEOUT**Subtask 5-1: Start-up and Subconsultant Services.**

Coordinate and attend startup services with individual equipment suppliers. This may include scheduling and conducting a meeting with the District, BC&A and the successful General

Contractor to discuss the startup plan and determine ways to minimize the daily operations of the existing WRF equipment.

Subtask 5-2: Project Documentation.

Prepare record drawings and operations and maintenance manuals following completion of construction.

Deliverables:

1. Completed record drawings in ready-to-print format including:
 - a. 1 loose full-sized set of record drawings (22" x 34").
 - b. 2 bound half-sized sets of record drawings (11" x 17").
 - c. Electronic copy of construction files including record drawing provided via file sharing folder.
2. Bound copies of the Operation and Maintenance manuals including all equipment data sheets and information.

Excluded Items:

The following items are not included in the project scope of work, but can be added if desired by the District as the project progresses.

1. Additional services required during construction that are beyond the anticipated level of effort provided for construction management.
2. SCADA integration and programming services and panel layout shop drawings.
3. Startup training services.
4. Utility Potholing Services. It has been assumed that the District would provide potholing services on the project sites if found to be needed.

SCHEDULE

It is anticipated that the tasks outlined in this Scope of Work will be completed shortly after final completion, which is to occur on or before October 18, 2024.

ENGINEERING FEE

BC&A will complete the services described above for an engineering fee not to exceed \$785,690.00. A detailed breakdown of estimated labor requirements and costs and miscellaneous expenses is attached.

EXHIBIT B

Magna WRF Reuse Project - Construction Management Services

Magna Water District

Engineering Man Hour - Fee Estimate

Updated: 2/28/2023



Task No.	Labor Category	Bowen Collins & Associates Staff										Subtotal Hours	Subtotal Labor	Subtotal Expenses	Expenses	Subconsultants			Total Cost
		Office	Tech. VI	Project Eng. II	Project Eng. IV	Struct	Corrosion Inspector	CM Inspector	CM Manager	QA	PM					Mileage	Stantec	Architect Thalmann	
	Staff	Acct	Anderson	EIT	Rogers	Smoot	Nelson	Daniels	Mecham	Mayers	Beckman								
	Labor Rate	\$120	\$145	\$136	\$153	\$143	\$135	\$151	\$178	\$212	\$218				\$0.75				
Task 4: Construction Management																			
4-1	Project Management and Coordination Meetings	19		29	162	9		203	10		29	460	\$ 72,569	\$76,719	\$7,300	\$63,108			\$ 149,289
4-2	Services During Construction			162	324	101	8	107	12	20	27	761	\$ 118,399	\$137,846		\$109,324	\$8,000	\$7,990	\$ 256,244
4-3	Project Observation			203	48	24		1418			24	1716	\$ 263,952	\$43,700	\$18,300	\$23,091			\$ 307,652
4-4	Special Inspections						12		80			92	\$ 16,257	\$900	\$900				\$ 17,157
																			\$ -
	Task 4 Sub-Total	19	0	393	534	134	20	1727	102	20	79	3028	\$471,176	\$259,165	\$26,500	\$195,523	\$8,000	\$7,990	\$ 730,341
Task 5: Project Closeout																			
5-1	Start-up and Subconsultant Services			24	48						24	96	\$ 15,840	\$17,472	\$1,000	\$14,975			\$ 33,312
5-2	Project Documentation		24	16	36	8					8	92	\$ 14,052	\$7,976		\$7,251			\$ 22,028
																			\$ -
	Task 5 Sub-Total	0	24	40	84	8	0	0	0	0	32	188	\$29,892	\$25,448	\$1,000	\$22,226	\$0	\$0	\$ 55,340.37
	Total Hours	19	24	433	617.5	142	20	1727	102	20	111.23	3216							
	Total Cost (Tasks 4-5)												\$501,068	\$284,613	\$27,500	\$217,749	\$8,000	\$7,990	\$785,690

Budgetary Assumptions:

- Billing rates based on 2023 rates accounting for 2.5% of escalation for future years
- Expenses Include:
 - Mileage reimbursement at \$0.75/mile
 - 10% markup on outside services or other project related expenses

Project Timeline Assumptions:

Start 4/1/2023
 End 10/18/2024
 566 calendar days
 81 weeks total project
 19 months total project

Distance Assumptions:

Miles RT Draper to MWD WRF:
 60 miles \$45

CRS ENGINEERING



March 7, 2023

Trevor Andra, P.E.
District Engineer
Magna Water District
8885 West 3500 South
Magna, UT 84044
trevor@magnawater.com

Re: Scope and Fee for Engineering Support for Well Drilling and Well House Design for Haynes Well #8 Replacement

Dear Trevor:

As we have discussed, we have prepared this proposal for the well drilling design and construction oversight and the well house design for the replacement of the Haynes Well #8. This scope and fee letter is for the drilling and well house design. The total fee for the items outlined below is \$101,900. Each of the tasks is outline more fully below.

SCOPE OF WORK

Task 1- Well Drilling Design - \$10,500

This task includes design and preparation of technical specifications and bidding documents to bid the project to contractors. These drawings and specifications, along with the preliminary evaluation report will also provide the necessary information to submit the project to the DDW. This task also includes the submittal of permit applications to the DDW and the Division of Water Rights. This task also includes supporting the District in bidding the project.

Task 2- Well Drilling Construction Management - \$18,750

This task includes the construction management and on-site observation of the drilling process, testing of drill cuttings, collecting and submitting of water samples for chemical analysis as the well is drilled. These observations will provide the critical information needed to make final design changes based on the actual materials encountered during drilling. We will make any design changes necessary based on these observations, provide the District with a proposed final design and changes and provide that direction to the contractor as well.

Task 3- Well House Design – \$52,650 (Includes \$15,000 of Electrical Design)

This task includes completion of a preliminary building and site layout as well as preliminary equipment selection. This effort will also include upgrades to the existing system piping. As part of this task, we will work to incorporate the treatment equipment selected. This task does not include treatment equipment selection or sizing.

CRS will also complete final design after receiving the comments on the Preliminary Design and prepare the final plans and specifications for bidding. CRS will also prepare the necessary permit applications for the Division of Drinking Water to obtain the necessary permit approvals to equip the well. We will also work with an electrical engineer to provide complete electrical plans. This also includes coordination with the District's current SCADA vendor for integration with the SCADA system.

Task 4- Well System Assessment and Support - \$20,000

Aside from the replacement of the Haynes Well #8, we will provide general well system assessment and consulting support to improve overall longevity, proactive response and operations for all of the District's wells. This task will be on a time and materials basis and the overall contract amount will be adjusted with an additional proposal if necessary.

While not part of this proposal, after design is complete, the remaining tasks to be complete will include completion of the Drinking Water Source Protection Plan and Well House construction management support.

If you have any additional questions, please feel free to contact me directly at (801)556-1765.

Sincerely,
CRS Engineers



Mark Chandler, PE, PG, CFM
Project Manager

CORRIO CONSTRUCTION

March 2, 2023

Trevor Andra, P.E.
District Engineer
Magna Water District
8885 West 3500 South
Magna, Utah 84044

Subject: Bid Review and Recommendation for Magna WRF Reuse Project

Dear Trevor:

Bids for the Magna WRF Reuse Project were received on February 23, 2023. Four contractors furnished bids for consideration, and we have reviewed these bids. Refer to the attached Bid Tabulation for related information.

The apparent low bidder at the opening was Corrio Construction, Inc. with a bid of \$9,243,051.27. The second lowest bidder was Nelson Brothers Construction with a bid of \$9,836,866.27.

We reviewed the data submitted by the low bidder, Corrio Construction, Inc. As was determined during the Prequalification Evaluation, they have completed work similar to this project and have proved to be capable of performing the work required for this project. We contacted them to discuss the details of their bid further and they indicated the following items:

- Their current workload is waning as their two largest projects (less than \$2 M in value) are scheduled to wrap up in Spring 2023.
- They are available to begin mobilizing on the site as soon as April 1, 2023 so that dewatering and excavation can begin.

Having found their bid to be responsive, we recommend that Corrio Construction, Inc. be awarded the project. As was discussed during the design, the overall approach to the construction schedule will be vital to the project. It is recommended that immediately after the Notice of Award, a meeting with the Contractor be scheduled to discuss and lay out a detailed schedule and project approach.

If you have any questions regarding the bid review or need any additional information, please contact me or Nate Rogers at (801) 495-2224.

Sincerely,
Bowen Collins & Associates,



Jeff Beckman, P.E.
Principal

Trevor Andra, P.E.

March 2, 2023

Page 2

pc: Clint Dilley, P.E./Magna Water District, General Manager
Dallas Henline/Magna Water District, Wastewater Operations Manager
Beau Lamper/Magna Water District, Wastewater Operations Lead
Nate Rogers, P.E./Bowen Collins & Associates
Clint Rogers, P.E./Stantec Consulting

Enclosures (1)



**Bid Tabulation
Summary**

PROJECT NAME	Magna WRF Reuse Project
PROJECT NUMBER	483-20-02
PROJECT LOCATION	Magna, UT

PROJECT MANAGER	Jeff Beckman
PROJECT ENGINEER	Nate Rogers
BID DATE	2/23/23 2:00 PM

RANK	CONTRACTOR	BID PRICE	% from Lowest Bidder	Addendum #1 Acknowledged	Addendum #2 Acknowledged	Compliance Statement	Certification - Debarment	Certification - Contracts	Bid Evaluated & Responsive
1	Corrio Construction	\$ 9,243,051.27	LOW BID	Yes	Yes	Yes	Yes	Yes	Yes
2	Nelson Brothers Construction	\$ 9,836,866.27	6.4%	Yes	Yes	Yes	Yes	Yes	Yes
3	VanCon Inc.	\$ 9,973,000.00	7.9%	Yes	Yes	Yes	Yes	Yes	Yes
4	FX Construction	\$ 11,237,777.00	21.6%	Yes	Yes	Yes	Yes	Yes	Yes

Successful Bid:

Corrio Construction	\$ 9,243,051.27
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REGENCE



Group Name : MAGNA WATER DISTRICT
Producer : B JAMES FULLER
Effective Date : April 01, 2023



Regence

Regence BlueCross BlueShield of Utah is an Independent Licensee of the Blue Cross and Blue Shield Association

Existing Products and Rates - Regence BluePoint Platinum 500 - Employee Choice

Platinum 500 : \$20 Prim/\$30 Spec Copay, \$500 Ded, 20% Coins, \$4,000 OOPM, Participating Network, **Pharmacy :** Pref Generic/Generic \$8/\$35, Pref Brand/Brand \$30/50%, Pref Specialty/Specialty 20%/50%, Ded Waived, **Adult Choice Vision, EAP - 4 visits, Participating**

Age Banded Medical Rates (per member, per month)

Age	PMPM	Age	PMPM	Age	PMPM
0-14	\$325.03	31	\$574.04	48	\$810.91
15	\$325.03	32	\$574.04	49	\$843.29
16	\$325.03	33	\$574.04	50	\$877.29
17	\$325.03	34	\$574.04	51	\$912.13
18	\$325.03	35	\$574.04	52	\$948.20
19	\$328.96	36	\$574.04	53	\$985.91
20	\$328.96	37	\$579.78	54	\$1,025.26
21	\$413.80	38	\$588.38	55	\$1,066.24
22	\$434.29	39	\$598.63	56	\$1,108.46
23	\$460.11	40	\$611.31	57	\$1,152.73
24	\$492.08	41	\$626.47	58	\$1,198.63
25	\$536.33	42	\$645.33	59	\$1,235.11
26	\$562.97	43	\$667.46	60	\$1,235.11
27	\$574.04	44	\$694.10	61	\$1,235.11
28	\$574.04	45	\$721.56	62	\$1,235.11
29	\$574.04	46	\$750.25	63	\$1,235.11
30	\$574.04	47	\$780.17	64+	\$1,235.11

Rate Summary

	Premium Amount	Employer Contribution	Employer Responsibility
Employees	\$4,872.85	99.00 %	\$4,824.12
Dependent	\$7,390.40	0.00 %	\$0.00
Total	\$12,263.25		\$4,824.12

Overall Rate Change for Group

% Change of Medical / Rx Rate: 14.66%
 % Change of Dental Rate: N/A
 % Change of Total Rate: 14.66%

20230110B04
 J77B
 1259 300044



Group Name : MAGNA WATER DISTRICT
Producer : B JAMES FULLER
Effective Date : April 01, 2023



Regence

Regence BlueCross BlueShield of Utah is an Independent Licensee of the Blue Cross and Blue Shield Association

All medical options on this quote include coverage for: Employee and Dependents

Option 1 (Renewal Products and Rates) - Regence BluePoint Platinum 500 - Employee Choice (Grouping 1)

Platinum 500 : \$20 Prim/\$30 Spec Copay, \$500 Ded, 10% Coins, \$3,000 OOPM, Participating Network, **Pharmacy :** Pref Generic/Generic \$8/\$35, Pref Brand/Brand \$30/50%, Pref Specialty/Specialty 20%/50%, Ded Waived, **Adult Choice Vision, EAP - 4 visits, Participating**

Age Banded Medical Rates (per member, per month)

Age	PMPM	Age	PMPM	Age	PMPM
0-14	\$372.92	31	\$658.00	48	\$929.66
15	\$372.92	32	\$658.00	49	\$966.81
16	\$372.92	33	\$658.00	50	\$1,005.76
17	\$372.92	34	\$658.00	51	\$1,045.74
18	\$372.92	35	\$658.00	52	\$1,087.12
19	\$376.85	36	\$658.00	53	\$1,130.39
20	\$376.85	37	\$664.58	54	\$1,175.53
21	\$474.20	38	\$674.45	55	\$1,222.56
22	\$497.71	39	\$686.21	56	\$1,271.00
23	\$527.34	40	\$700.64	57	\$1,321.79
24	\$564.02	41	\$718.04	58	\$1,374.46
25	\$614.73	42	\$739.67	59	\$1,416.31
26	\$645.30	43	\$765.07	60	\$1,416.31
27	\$658.00	44	\$795.63	61	\$1,416.31
28	\$658.00	45	\$827.14	62	\$1,416.31
29	\$658.00	46	\$860.06	63	\$1,416.31
30	\$658.00	47	\$894.39	64+	\$1,416.31

Rate Summary

	Premium Amount	Employer Contribution	Employer Responsibility
Employees	\$5,586.42	99.00 %	\$5,530.56
Dependent	\$8,475.24	0.00 %	\$0.00
Total	\$14,061.66		\$5,530.56

Final rates are subject to change if the group's enrolled census and other underwriting criteria are different from the census and assumptions used in developing the rates. For a complete list of rating assumptions, please refer to the Underwriting Assumptions document.

I acknowledge this rate sheet includes a summary of the benefit plan selected and rates associated with this plan for the effective date indicated. I understand this summary does not provide a full description of the benefit plan selected and that the complete details of the plan can be found in the contract.

Signature: _____

Date: _____



Group Name : MAGNA WATER DISTRICT
Producer : B JAMES FULLER
Effective Date : April 01, 2023



Regence

Regence BlueCross BlueShield of Utah is an Independent Licensee of the Blue Cross and Blue Shield Association

Employee Premium Comparison

MEDICAL **MEDICAL MONTHLY PREMIUM**

Employee	Dependents	Platinum 500 PAR Grouping 1 VIS
[REDACTED]	Spouse and Child(ren)	\$2,120.93
[REDACTED]	Spouse and Child(ren)	\$2,433.04
[REDACTED]	Spouse and Child(ren)	\$3,108.37
[REDACTED]	Spouse and Child(ren)	\$2,505.61
[REDACTED]	None	\$1,416.31
[REDACTED]	Spouse and Child(ren)	\$2,477.40
TOTAL		\$14,061.66

For age banded metallic medical plans only: Rates are charged for all subscribers, spouses and children age 21 and over and up to the three oldest children under 21 per family.



What you pay

**Regence BlueCross BlueShield of Utah:
2023 Regence Employee ChoiceSM plans**



All plans include [Regence Advantages](#) and discounts

All plans are offered on the Preferred ValueCare, FocalPoint, Traditional and Preferred Blue Option networks.

Family deductible and out-of-pocket maximum (OOPM) is 2x individual	BluePoint Platinum 500	BluePoint Platinum 850
In-network deductible / out-of-network deductible	\$500 / \$3,000	\$850 / \$3,000
In-network OOPM / out-of-network OOPM	\$3,000 / \$10,000	\$850 / \$10,000
Preventive care	Covered in full for in-network services	
Employee Assistance Program (4 counseling visits per incident)	Covered in full	
Behavioral health	\$20	0%
Virtual care	\$10	0%
Primary care provider	\$20	0%
Specialist	\$30	0%
Urgent care	\$30	0%
Maternity	10%	0%
Inpatient hospital	10%	0%
Outpatient surgery and services	10%	0%
Outpatient lab and radiology	10%	0%
Outpatient complex lab and imaging	10%	0%
Outpatient rehab	\$20	0%
Emergency room	\$300	0%
Hearing aids and evaluation \$1,000 limit per calendar year, regardless of age	10%	0%
Pediatric vision up to age 19	Annual eye exam plus one pair of frames and lenses, or one pair of contacts per year	
Pediatric dental up to age 19	0% Preventive and diagnostic services	
Acupuncture / spinal manipulations (10 annual visit limit each)	\$20	0%
In-network coinsurance for other covered medical care	10%	0%
Out-of-network coinsurance for covered medical care	50%	50%
Optimum Value Medication List	N/A	Yes
Rx Preferred generic	\$8	\$0
Rx Generic	\$35	\$0
Rx Preferred brand*	\$30	\$0
Rx Preferred specialty*	20%	\$0

 = Deductible waived

 = Deductible applies

*Non-preferred Rx brand and specialty may be available at a higher cost-share

ELECTION AGREEMENT

From: [Nathan Bracken](#)
To: [Leisle Fitzgerald](#)
Cc: [Clint Dilley](#)
Subject: RE: contract to conduct election
Date: Tuesday, February 21, 2023 10:47:40 AM
Attachments: [NSB Notes of Salt Lake County Clerk Elections Meeting \(2-2-2023\) 4884-2813-7038 v.1.docx](#)

Hi Leisle:

I've looked over the agreement and don't have any changes, although I don't think the County will accept changes anyway.

The agreement, however, is written in the County's favor. As a result, we should keep the following in mind:

- Page 2, Paragraph 1 allows either party to cancel this agreement with 30 days' notice. I think this is unlikely but it would be a real mess if the County cancelled 30 days before the election. Just something to keep in mind.
- Page 3, Paragraph 3 makes it clear that Magna Water is responsible for resolving "any and all election questions, problems, and legal issues that are within the Local District's statutory authority." We may need to remind the County of this provision if we have another screw up from the County in which they apply the laws governing municipal elections to your election, particularly with respect to the declarations of candidacy.
- Page 4, Paragraph 7 requires Magna Water to indemnify the County for any lawsuits that may result from its provision of the election services to Magna Water. This is pretty standard for this type of agreement but something to keep in mind.
- Page 4, Paragraph 8 requires Magna Water to retain its election records, which I'm sure we're already doing but it's worth keeping this obligation in mind as we work with the County to conduct the election.
- Page 4, Paragraph 9 requires Magna Water to pay for any costs the County incurs if Magna Water cancels the agreement. There is, however, no corresponding provision that requires the County to reimburse Magna Water for any costs it incurs if the County cancels the agreement.

There are also two sections that Magna Water will need to complete. I expect Leisle will be the person to name in each section; namely:

- Page 5, Paragraph 13 requires Magna Water to include the name and contact information for the person authorized to receive notices under this agreement. Please note that the language doesn't technically authorize the use of emails for official communications, although it does authority "written communications," which may be broad enough to include emails. The County has also included an email for their Fiscal Manager and request an email address for our contact person. However, they don't include an email address for the County Mayor, which means that we'll need to mail or personally serve all notices on her. It may be worth asking if we can include an email address for the Mayor in this portion of the agreement.
- Page 8, Paragraph 18.f.ii requires Magna Water to designate a representative for the agreement.

Once the Board approves the agreement, I'll need to approve it as to form as well.

Lastly, I attended the elections meeting the County Clerk's office held a week or so ago for the metro townships. For what they're worth, my notes of that meeting are attached.

Please let me know if you have any questions.

Nathan Bracken
SMITH HARTVIGSEN PLLC
257 East 200 South, Suite 500
Salt Lake City, Utah 84111
801-413-1600
801-413-1620 fax
877-825-2064 toll free
nbracken@SHUtah.law
www.SmithHartvigsen.law

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From: Leisle Fitzgerald <leisle@magnawater.com>
Sent: Wednesday, February 15, 2023 8:22 AM
To: Nathan Bracken <nbracken@shutah.law>
Cc: Clint Dilley <ClintD@magnawater.com>
Subject: FW: contract to conduct election

Nathan,

Would you please review this interlocal agreement with Salt Lake County Elections? Let me know of any concerns. I have reviewed the agreement and don't see any concerning issues. I anticipate this to be on our March Board Meeting Agenda if there are no changes in the agreement unresolved by then.

Thank you!

LEISLE FITZGERALD
MAGNA WATER DISTRICT
District Controller
801-250-2118 ext 107

From: Ann Stoddard <ASToddard@slco.org>
Sent: Monday, February 13, 2023 3:07 PM
To: Leisle Fitzgerald <leisle@magnawater.com>
Subject: contract to conduct election

Leisle,

Please find attached the contract for the Salt Lake County Clerk's Office to administer the municipal election on your municipality's behalf.

Once you and your administration/attorney have reviewed the contract, please send the signed contract back to no later than April 28, 2023. I will process it through execution and return to you a final, executed copy.

Thank you for being so patient with me. This is my first municipal election from the administrative side of the process.

Do not hesitate to contact me if you have any questions.

Ann Stoddard

Fiscal Manager
Salt Lake County Clerk
2001 S State Street, S1-200
Salt Lake City, Utah 84114-4575
385-468-7410

Utah State Mail Courier Box # 4575

CONFIDENTIAL: This electronic message - along with any/all attachments - is confidential. This message is intended only for the use of the addressee. If you are not the intended recipient or the person responsible to deliver it to the intended recipient, you may not use, disseminate, distribute or copy this communication. If you have received this message in error, please immediately notify the sender by reply electronic mail and delete the original message. Thank you.

INTERLOCAL COOPERATION AGREEMENT

between

MAGNA WATER DISTRICT

and

**SALT LAKE COUNTY on behalf of the
COUNTY CLERK'S ELECTION'S DIVISION**

FOR LOCAL DISTRICT ELECTION

THIS AGREEMENT is made and entered into the ____ day of _____, 2023, by and between SALT LAKE COUNTY (the "County"), a body corporate and politic of the State of Utah, on behalf of the Salt Lake County Clerk's Office, Elections Division; and MAGNA WATER DISTRICT (the "Local District").

RECITALS:

WHEREAS, the County desires to provide the services of its clerk's office, elections division, to the Local District for the purpose of assisting the Local District in conducting the Local District's 2023 general election; and

WHEREAS, the Local District desires to engage the County for such services; and

WHEREAS, the parties are public agencies and are therefore authorized by the Utah Interlocal Cooperation Act, UTAH CODE §§ 11-13-101 to -608 (2022), to enter into agreements to cooperate with each other in a manner which will enable them to make the most efficient use of their resources and powers.

AGREEMENT:

NOW THEREFORE, in exchange for valuable consideration, including the mutual covenants contained in this Agreement, the parties covenant and agree as follows:

1. **Term.** The County shall provide election services described below to the Local District commencing on the date this Agreement is approved by both parties and

terminating on December 31, 2023. Either party may cancel this Agreement upon thirty (30) days written notice to the other party. Upon such cancellation, each party shall retain ownership of any property it owned prior to the date of this Agreement, and the Local District shall own any property it created or acquired pursuant to this Agreement.

2. **Scope of Work.** The services to be provided by the County shall be as set forth in the Scope of Work, attached hereto and incorporated by reference as Exhibit "A." Generally, the County shall perform the listed election functions as set forth in Exhibit "A" and as needed to ensure implementation of the Local District's 2023 general election.

3. **Legal Requirements.** The County and the Local District understand and agree that the 2023 Local District general election is the Local District's election. The Local District shall be responsible for compliance with all legal requirements for these elections. The Local District agrees to translate ballot issues, if any, into Spanish. The County will provide the remaining Spanish translations for the ballot and other election materials as required by law. The County agrees to work with the Local District in complying with all legal requirements for the conduct of these elections and conduct these elections pursuant to the direction of the Local District, except as provided in this Agreement and Exhibit "A." The County agrees to disclose and maintain election results through its website merely as a courtesy and convenience to the Local District. The Local District, and not the County, is responsible to resolve any and all election questions, problems, and legal issues that are within the Local District's statutory authority.

4. **Cost.** In consideration of the services performed under this Agreement, the Local District shall pay the County. The estimated cost of such services shall be provided in Exhibit "B," and will be incorporated herein by reference. The County shall provide a

written invoice to the Local District at the conclusion of the elections, and the Local District shall pay the County within thirty days of receiving the invoice. The invoice shall contain a summary of the costs of the election and shall provide the formula for allocating the costs among the issues and jurisdictions participating in the elections. In the case of a vote recount, election system audit, election contest, or similar event arising out of the Local District's election, the Local District shall pay the County's actual costs of responding to such events, based on a written invoice provided by the County. The invoice amount for these additional services may cause the total cost to the Local District to exceed the estimate given to the Local District by the County. For such consideration, the County shall furnish all materials, labor and equipment to complete the requirements and conditions of this Agreement.

5. Governmental Immunity. The Local District and the County are governmental entities and subject to the Governmental Immunity Act of Utah, UTAH CODE §§ 63G-7-101 to -904 (2022) (the "Governmental Immunity Act"). Nothing in this Agreement shall be deemed a waiver of any rights, statutory limitations on liability, or defenses applicable to the Local District or the County under the Governmental Immunity Act or common law. Each party shall retain liability and responsibility for the acts and omissions of their representative officers. In no event shall this Agreement be construed to establish a partnership, joint venture or other similar relationship between the parties and nothing contained herein shall authorize either party to act as an agent for the other. Each of the parties hereto assumes full responsibility for the negligent operations, acts and omissions of its own employees, agents and contractors. It is not the intent of the parties to incur by Agreement any liability for the negligent operations, acts, or omissions of the other party or its agents, employees, or contractors.

6. **No Obligations to Third Parties.** The parties agree that the County's obligations under this Agreement are solely to the Local District. This Agreement shall not confer any rights to third parties.

7. **Indemnification.** Subject to the provisions of the Governmental Immunity Act, the Local District agrees to indemnify and hold harmless the County, its agents, officers and employees from and against any and all actions, claims, lawsuits, proceedings, liability, damages, losses and expenses (including attorney's fees and costs), arising out of or resulting from the performance of this Agreement to the extent the same are caused by any negligent or wrongful act, error or omission of the Local District, its officers, agents and employees and including but not limited to claims that the County violated any state or federal law in the provision of election services under this Agreement.

8. **Election Records.** The Local District shall maintain and keep control of all of its records created pursuant to this Agreement and from the elections relevant to this Agreement. The Local District shall respond to all public record requests related to this Agreement and the underlying elections and shall retain its election records consistent with the Government Records Access and Management Act, UTAH CODE §§ 63G-2-101 to -901 (2022), and all other relevant local, state and federal laws.

9. **Service Cancellation.** If the Agreement is canceled by the Local District as provided above, the Local District shall pay the County on the basis of the actual services performed according to the terms of this Agreement. Upon cancellation of this Agreement by either party, the County shall submit to the Local District an itemized statement for services rendered under this Agreement up to the time of cancellation and based upon the dollar amounts for materials, equipment and services set forth herein.

10. **Legal Compliance.** The County, as part of the consideration herein, shall comply with all applicable federal, state and county laws governing elections. The Local District agrees that the direction it gives the County under Utah Code § 20A-5-400.1(2)(a) and this Agreement shall likewise be in strict compliance with all such applicable laws. The County shall be under no obligation to comply with any direction from the Local District that is not demonstrably consistent with all applicable federal, state and county laws governing elections.

11. **Agency.** No agent, employee or servant of the Local District or the County is or shall be deemed to be an employee, agent or servant of the other party. None of the benefits provided by either party to its employees including, but not limited to, workers' compensation insurance, health insurance and unemployment insurance, are available to the employees, agents, or servants of the other party. The Local District and the County shall each be solely and entirely responsible for its own acts and for the acts of its own agents, employees and servants during the performance of this Agreement.

12. **Force Majeure.** Neither party shall be liable for any excess costs if the failure to perform arises from causes beyond the control and without the fault or negligence of that party, e.g., acts of God, fires, floods, strikes or unusually severe weather. If such condition continues for a period in excess of 60 days, the Local District or the County shall have the right to terminate this Agreement without liability or penalty effective upon written notice to the other party.

13. **Notices.** Any notice or other communication required or permitted to be given under this Agreement shall be deemed sufficient if given by a written communication and shall be deemed to have been received upon personal delivery, actual receipt, or within

three (3) days after such notice is deposited in the United States mail, postage prepaid, and certified and addressed to the parties as set forth below:

Salt Lake County Salt Lake County Mayor
2001 South State Street, N2-100
Salt Lake City, Utah 84190

and

Ann Stoddard
Fiscal Manager
Salt Lake County Clerk's Office
2001 South State, Suite S1-200
Salt Lake City, Utah 84190-1050
email: astoddard@slco.org

Local District

email: _____

14. **Required Insurance Policies.** Both parties to this Agreement shall maintain insurance or self-insurance coverage sufficient to meet their obligations hereunder and consistent with applicable law.

15. **Independent Contractor.** Because the County is consolidating election functions in order to conduct multiple, simultaneous elections on November 7, 2023, certain decisions by the County referenced in Exhibit "A" may not be subject to review by the Local District. It is therefore understood by the parties that the County will act as an independent contractor with regard to its decisions regarding resources, procedures and policies based upon providing a consistent type, scope and level of service to all participating jurisdictions made for the benefit of the whole as set forth in Exhibit "A."

16. **No Officer or Employee Interest.** It is understood and agreed that no officer or employee of the County has or shall have any pecuniary interest, direct or indirect, in this Agreement or the proceeds resulting from the performance of this Agreement. No officer or employee of the Local District or any member of their families shall serve on any County board or committee or hold any such position which either by rule, practice or action nominates, recommends or supervises the Local District's operations or authorizes funding or payments to the Local District.

17. **Ethical Standards.** The Local District represents that it has not: (a) provided an illegal gift to any County officer or employee, or former County officer or employee, or to any relative or business entity of a County officer or employee, or relative or business entity of a former County officer or employee; (b) retained any person to solicit or secure this contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee, other than bona fide employees of bona fide commercial agencies established for the purpose of securing business; (c) breached any of the ethical standards set forth in State statute or section 2.07, Salt Lake County Code of Ordinances; or (d) knowingly influenced, and hereby promises that it will not knowingly influence, any County officer or employee or former County officer or employee to breach any of the ethical standards set forth in State statute or Salt Lake County ordinance.

18. **Interlocal Agreement.** In satisfaction of the requirements of the Utah Interlocal Cooperation Act, UTAH CODE §§ 11-13-101 to -608 (2022), (the "Interlocal Act"), in connection with this Agreement, the Local District and the County agree as follows:

- a. This Agreement shall be approved by each party, pursuant to section 11-13-202.5 of the Interlocal Act;

b. This Agreement shall be reviewed as to proper form and compliance with applicable law by a duly authorized attorney on behalf of each party, pursuant to Section 11-13-202.5 of the Interlocal Act;

c. Any duly executed original counterpart of the Agreement shall be filed with the keeper of records of each party, pursuant to section 11-13-209 of the Interlocal Act;

d. Except as otherwise specifically provided herein, each party shall be responsible for its own costs of any action performed pursuant to this Agreement, and for any financing of such costs; and

e. No separate legal entity is created by the terms of this Agreement. No real or personal property shall be acquired jointly by the parties as a result of this Agreement. To the extent that a party acquires, holds or disposes of any real or personal property for use in the joint or cooperative undertaking contemplated by this Agreement, such party shall do so in the same manner that it deals with other property of such party.

f. County and Local District Representatives.

i. The County designates the County Clerk as the County's representative to assist in the administrative management of this Agreement and to coordinate performance of the services under this Agreement.

ii. The Local District designates the Local District's _____ [title] as the Local District's representative in its performance of this Agreement. The Local District's Representative shall

have the responsibility of working with the County to coordinate the performance of its obligations under this Agreement.

19. **Counterparts.** This Agreement may be executed in counterparts by the Local District and the County.

20. **Governing Law.** This Agreement shall be governed by the laws of the State of Utah both as to interpretation and performance. All actions including but not limited to court proceedings, administrative proceedings, arbitration and mediation proceedings, shall be commenced, maintained, adjudicated and resolved within Salt Lake County.

21. **Integration.** This Agreement embodies the entire agreement between the parties relating to the subject matter of this Agreement and shall not be altered except in writing signed by both parties.

[SIGNATURE PAGE TO FOLLOW]

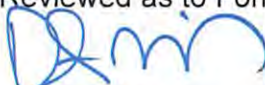
IN WITNESS WHEREOF, the parties have executed this Agreement on the day and year first above written.

SALT LAKE COUNTY:

Mayor or Designee
Date: _____

Recommended for Approval:

Lannie Chapman
Salt Lake County Clerk

Reviewed as to Form:
 Adam Miller
2023.02.13 14:11:03
-07'00'

Deputy District Attorney
Date: _____

MAGNA WATER DISTRICT:

By: _____
Name: _____
Title: _____
Date: _____

Approved as to Form:

Name: _____
Attorney for the Local District
Date: _____

Exhibit "A"
2023 Local District Election
Scope of Work

The Local District agrees to the consolidation of all election administrative functions to ensure the successful conduct of multiple, simultaneous municipal and local district elections and the County agrees to conduct a vote by mail/consolidated polls election for the Local District in accordance with the municipal election.

In a consolidated election, decisions made by the County regarding resources, procedures and policies are based upon providing the same scope and level of service to all the participating jurisdictions and the Local District recognizes that such decisions, made for the benefit of the whole, may not be subject to review by the Local District.

Services the County will perform for the Local District include, but are not limited to:

- Ballot layout and design
- Ballot ordering and printing
- Machine programming and testing
- Delivery of supplies and equipment
- Provision of all supplies
- Election vote center/early vote locations
- Vote by Mail administration
- Updating state and county websites
- Tabulating, reporting, auditing and preparing canvassing election results
- Conducting recounts as needed
- All notices and mailings required by law (except those required by Utah Code Ann. Ch. 11-14, Part 2 and § 20A-9-203)
- Direct payment of all costs associated with the election to include vote center workers, training, polling places, and rovers.

The Local District will provide the County Clerk with information, decisions, and resolutions and will take appropriate actions required for the conduct of the election in a timely manner.

The County will provide a good faith estimate for budgeting purposes (Exhibit "B"). Election costs are variable and are based upon the offices scheduled for election, the number of voters, the number of jurisdictions participating as well as any direct costs incurred.

The Local District will be invoiced for its pro-rata share of the actual costs of the election which will not exceed the estimate in Exhibit B. In the event of a state or county special election being held in conjunction with a municipal or local district election, the scope of services and associated costs, and the method of calculating those costs, will remain unchanged.

Exhibit "B"
2023 Election Estimate
Magna Water Local District

Below is the good faith estimate for the upcoming **2023 General Election** for the Magna Water Local District to be held on **November 7, 2023**. The district will be billed for actual costs incurred.

Assumptions for providing this estimate consist of the following:

- A. Active voters (as of 1/27/2023): **12,221**
- B. General election for the entire local district boundary unless noted below**
- C. 13 Local Districts participating in the consolidated 2023 elections.

General Election Estimate: \$18,744

If a primary is necessary, additional charges will apply.