



MAGNA WATER DISTRICT AGENDA

FOR THE

REGULAR BOARD MEETING

AT 10:00 AM

THURSDAY JANUARY 19, 2023

8885 W 3500 S, MAGNA, UT 84044

GENERAL OFFICE BUILDING

(801)250-2118

Fax(801)250-1452

JANUARY 19, 2023
REGULAR BOARD MEETING AGENDA
MAGNA WATER DISTRICT

MEETING DATE: January 19, 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. Nominations and election to Elect Board Chairman for 2023**
- E. Public Comment**

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

- F. Inquire of any conflicts of interests that need to be disclosed to the Board**
- G. Approval of common consent items**

- 1. Minutes of the regular board meeting held December 8, 2022
- 2. Minutes of the special board meeting held December 13, 2022
- 3. Expenses for November 28, 2022, to January 8, 2023:
General Expenses: \$1,072,437.96
Zions Bank bond payments: \$166,564.38

- H. Introduction of New Employees, Mark Manzanares & Christian Thompson**
- I. Employee Recognition – Dallas Henline & Raymond Mondragon**

- J. Department Reports:**
 - 1. General Manager Report
 - 2. Engineering Report
 - WRF Reuse Project Contractor Prequalification
 - Secondary Water Metering Grant
 - Property sale to WVC at EDR Water Treatment plant

3. Water Operations Report (water production and call out report)
4. Wastewater Operations Report (status and call out report)
5. Controller Report – Compliance Requirements Report
6. HR Manager Report
 - Performance Appraisal

K. Water & Sewer Availability

Discussion and possible motion to approve the following developments:

- Delgado & Sons Trucking Facility located at 6311 W. SR-201 South Frontage Road.

L. Project Awards & Agreements

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

- Stantec task order for Design and Bidding services on the WWTP Influent Pump Station project in the amount of \$489,400.00.
- Epic Engineering task order for Design, Bidding, and Construction Management services on the 2023 Water Line Replacement project in the amount of \$97,900.00.
- Award the District's auditing services to Gilbert & Stewart CPAs in the amount not to exceed \$13,500 for 2022, \$13,500 for 2023, \$13,500 for 2024, \$14,000 for 2025, and \$14,000 for 2026.

M. Administrative

Discussion and possible motion to approve the following administrative items:

- For information and discussion only – no action items:
 - Next meeting – February 9, 2023 @ 10:00 am
 - 2023 Board Meeting Schedule
 - 2023 Holiday Schedule

N. Training & Safety

Discussion and possible motion to approve the following training & Safety items:

- Approval to attend the following conferences:
 - Rural Water, February 27 – March 3, 2023, St. George, UT
 - Water Users, March 20 – 22. 2023, St. George, UT
 - WEAU, April 25 – 28, 2023, St. George, UT

O. 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.

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

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

R. Other Business

S. 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, December 8, 2022, 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 Dilley, General Manager
LeIsle Fitzgerald, District Controller
Trevor Andra, District Engineer
Raymond Mondragon, Water Operations Manager
Dallas Henline, Wastewater Operations Manager
Andrew Sumsion, HR Manager
Mandy Whitmore, Accountant
Michael Harms, Water Service Maintenance

Also Present:

Nathan Bracken, Smith Hartvigsen PLLC
Michael Hartvigsen, Epic Engineering
Jason Luettinger, Bowen Collins Associates
Todd Richards, Planning & Zoning
Brian Child, Olympus Insurance
Dan Peay, Magna Township
Joel Workman, AQS Consulting

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 November 17, 2022

Minutes of the 2023 Budget Hearing held November 17, 2022

Expenses for November 7 – November 27, 2022:

General Expenses: \$940,250.60

A motion was made by Jeff White, seconded by Dan Stewart, to approve the minutes of the regular board meeting held November 17, 2022. The motion was approved as follows: Mick Sudbury, yea, Jeff White, yea, and Dan Stewart, yea.

A motion was made by Jeff White, seconded by Dan Stewart, to approve the minutes of the 2023 Budget Hearing held November 17, 2022. The motion was approved as follows: Mick Sudbury, yea, Jeff White, yea, and Dan Stewart, yea.

A motion was made by Jeff White, seconded by Dan Stewart, to approve the general expenses, from November 7 – November 27, 2022, in the amount of \$940,250.60. The motion was approved as follows: Mick Sudbury, yea, Jeff White, yea and Dan Stewart, yea.

DEPARTMENT REPORTS

General Manager Report:

Clint highlighted a couple of exceptional employees as a testament and example of the positive direction the District is moving. Mandy Whitmore and Michael Harms. For full discussion on the employee recognition comments please refer to the board meeting recording starting at position 3:10 to 9:58.

STAFFING:

Clint informed the Board we were down to the final candidate interview process for the Collections Service Maintenance position. Discussion on recording from 9:59 to 10:16

OPERATIONS:

Jordan Valley Water needed to make another repair on the same line that caused the air issue, we have implemented our protocol of immediate isolation from their system until the repair was complete. Discussion on recording from 10:17 to 11:07.

Lead and copper team will start inventorying service lines. Discussion on recording from 11:08 to 19:41.

Clint informed the Board the District received a written customer complement from Christie Miller. She complemented overall competent and friendly prompt customer service specifically mentioned Mike Harms, Kim Cisneros, and Virginia Fish.

Engineering Report:

Trevor reported on the 2022 waterline replacement project, the zone 3 secondary water pump station project and the drinking water pump station upgrade. There were no actions taken. Full discussion can be found on the recording at position 20:20 to 22:27.

Water Operations Report (including water production and call out report):

Raymond Mondragon reported the water production and callout report for the month of November 2022. There were no actions taken, for full discussion please see board meeting recording position 22:28 to 23:30.

Wastewater Operations Report (including status and call out report): Dallas reported on the WW collection crew status, cross training opportunities with Paul Bird and Bob Batt, and WWTP operations. There were no actions taken, for full discussion please see board meeting recording position 23:31 to 27:34.

Controller Report:

Compliance Status Report: LeIsle presented the compliance/legal reporting requirements report, reporting the District as in compliance with all reporting requirements currently. There were no actions taken. For full discussion please see board meeting recording position 27:35 to 28:36.

HR Manager Report: Andrew reported to the Board Management has been focusing on employee training and building a culture of employee recognition, the Safety Committee, the SWAT analysis, and the hiring process of the Collection Service Maintenance position. There were no actions taken. For full discussion please see board meeting recording position 28:37 to 34:27.

ADMINISTRATIVE

Discussion and possible motion to approve the following administrative items:

Review of employee wage and benefits with comparable agencies, and possible motion to approve an 8.7% COLA increase for all employees effective January 1, 2023: A motion was made by Jeff White, seconded by Dan Stewart, to approve an 8.7% COLA increase for all employees effective January 1, 2023. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea, and Jeff White, yea. For full discussion please see board meeting recording at position 34:28 to 1:03:38.

Purchase of jackets with District's Logo for all employees and trustees in the amount of \$4,851.96: A motion was made by Jeff White, seconded by Dan Stewart, to approve the purchase of jackets with the District's Logo for all employees and trustees in the amount of \$4,851.96, and incorporate the gifting of the jackets with possible safety or achievement awards. The motion was approved as follows: Mick Sudbury, yea, Jeff White, yea and Dan Stewart, yea. For full discussion please see board meeting recording at position 1:03:40 to 1:13:34.

Renewal of Liability, Property, & Vehicle Insurance with Olympus Insurance in the amount of \$170,945: Brian Child, Olympus Insurance Company, addressed the Board of Trustees and reviewed the District's liability, property, and vehicle insurance. Brian complemented the Board on being a high-level proactive board. A motion was made by Jeff White, seconded by Dan Stewart, to approve the renewal of the District's liability, property, and vehicle insurance with Olympus Insurance in the amount of \$170,945. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea and Jeff White, yea. For full discussion please see board meeting recording at position 1:13:35 to 1:26:40.

2023 Regular Board Meeting Schedule: A motion was made by Jeff White, seconded by Dan Stewart, to approve the presented 2023 Regular Board Meeting Schedule as revised. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea, and Jeff White, yea. For full discussion please see board meeting recording at position 1:29:58 to 1:38:36.

2022 Fraud Risk Assessment: A motion was made by Jeff White, seconded by Dan Stewart, to approve the presented 2022 Fraud Risk Assessment. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea and Jeff White, yea. For full discussion please see board meeting recording at position 1:38:37 to 1:42:19.

Arbinger Institute Developing and Implementing an Outward Mindset training for the following amount:

Training For HR Manager	\$4,000
Employees	\$300/employee
Board Members	\$300/member
Total when everyone is trained	\$14,200

A motion was made by Jeff White, seconded by Dan Stewart, to approve the Arbinger Institute Training program in the amount of \$14,200. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea, and Jeff White, yea. For full discussion please see board meeting recording at position 1:42:21 to 1:48:07.

For information and discussion only – no action items:

Legislative Update by Nathan Bracken, Smith Hartvigsen, PLLC: Nathan Bracken gave the Board of Trustees an update of some legislation that will be addressed in the upcoming session. For full review and discussion please see board meeting recording at position 1:48:08 to 1:56:37.

Keddington & Christensen CPA’s partner unable to perform 2022 financial audit – will be working on Request for Qualifications to solicit auditors: LeIsle informed the Board the CPA Firm that has performed the District’s audit the last few years have come to the District and said they cannot perform our financial audit any longer due to a partner of the firm semi-retiring. The District will be sending out an RFP for auditing services and will report back to the Board when that process is complete. For full review and discussion please see board meeting recording at position 1:56:38 to 1:58:06.

Schedule of Conferences for 2023: LeIsle presented a schedule of 2023 Conference schedule for information.

December 13, 2022 @ 9:00 am – Special Board Meeting to discuss Union Contract negotiations: Chairman confirmed the December 13, 2022, special board meeting.

Next Meeting – January 19th, 2023 @ 10:00 am: Chairman confirmed the January 19, 2023, meeting.

Magna Water District Employee Recognition Dinner – December 9, 2022, starting at 5:30 pm: Chairman confirmed the Employee Recognition Dinner December 9, 2022, at 5:30 p.m.

TRAINING & SAFETY

Discussion and possible motion to approve the following training & Safety items:

National AWWA Conference – June 11 – 14, 2023, Toronto, Canada: Management requested to attend this conference including Raymond Mondragon, Trevor Andra, and Steve Clark.

WEFTEC Conference – Sept 30 – Oct 4, 2023, Chicago, IL: Management requested to attend this conference including two managers and one operator.

GFOA Annual Conference – May 21 – 24, 2023, Portland, OR: LeIsle indicated there may be some online courses that can be taken in lieu of this conference, she is going to research how much the necessary training cost the District in 2022 and compare it to the costs of attending the conference in person.

A motion was made by Jeff White, seconded by Dan Stewart, to attend the National AWWA and the WEFTEC Conferences in 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 at position 2:00:00 to 2:13:23.

Discussion on Employee Training Programs: This agenda item was discussed under the HR Manager Report.

Motion to meet immediately in closed session to discuss the character, professional competence, or physical or mental health of an individual, collective bargaining, 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, collective bargaining, 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 12:14 p.m.

Motion to close the closed session and to reopen the open session of the Board Meeting: Jeff White made a motion to close the closed session and reconvene the open session at 2:13 p.m. The motion was seconded by Dan Stewart, 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: Board Chairman expressed his thanks to the Management Team for their hard work, understanding, and patience. Expressed the Board works for the Residents of the District and wants the Management Team to understand where they are coming from. Dan Stewart expressed his thanks also.

Adjourn: Having no further business to discuss, a motion was made by Jeff White, seconded by Dan Stewart, to adjourn the meeting at 2:17 pm. The motion was approved as follows: Jeff White, yea, Dan Stewart, yea, and Mick Sudbury, yea.

Attest

Chairperson

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

A special meeting of the Board of Trustees of the Magna Water District was held Tuesday, December 13, 2022, at 9:00 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 Dilley, General Manager
LeIsle Fitzgerald, District Controller
Trevor Andra, District Engineer
Raymond Mondragon, Water Operations Manager
Dallas Henline, Wastewater Operations Manager
Andrew Sumsion, HR Manager

Also Present:

Nathan Bracken, Smith Hartvigsen PLLC
Clayton Preece, Smith Hartvigsen PLLC
Greg Schultz, Magna Resident

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

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

Discussion and possible motion regarding discretionary bonus for General Manager pursuant to Section 8.3.10.1 in the District Administrative Rules & Regulations: Mick expressed the Board also approved bonuses to the other members of the management team for all their hard work and being able to keep costs down and continuing to cut costs where possible.

A motion was made by Jeff White, seconded by Dan Stewart, to approve a discretionary bonus for the General Manager in the amount of \$1,500, pursuant to Section 8.3.10.1 of the District's Administration Rules and Regulations. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea, and Jeff White, yea.

Motion to meet immediately in closed session to discuss collective bargaining strategies, pursuant to Utah Code Ann. Utah Code Ann. 52-4-204 through 205: A motion was made by Jeff White, to meet immediately in closed session to discuss collective bargaining strategies, 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. The open session of the Board meeting was closed at 9:08 a.m.

Motion to close the closed session and to reopen the open session of the Board Meeting: Jeff White made a motion to close the closed session and reconvene the open session at 11:29 a.m. The motion was seconded by Dan Stewart, 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

Adjourn: Having no further business to discuss, a motion was made by Jeff White, seconded by Dan Stewart, to adjourn the meeting at 11:30 am. 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
11/28/2022 TO 1/08/2023**

Check Issue Date	Payee	Amount	Description
11/28/2022	BOWEN COLLINS & ASSOCIATES	87,479.02	MAGNA REUSE PROJECTS
11/28/2022	E.T. TECHNOLOGIES, INC	2,694.95	SLUDGE REMOVAL
11/28/2022	E.T. TECHNOLOGIES, INC	1,396.33	SLUDGE REMOVAL
11/28/2022	E.T. TECHNOLOGIES, INC	1,290.47	SLUDGE REMOVAL
11/28/2022	EPIC ENGINEERING, P.C.	506.04	GATEWAY TO LITTLE VALLEY-INSPECTION
11/28/2022	EPIC ENGINEERING, P.C.	5,366.70	GATEWAY TO LITTLE VALLEY PHASE 1 AND 2-INSPECTION
11/28/2022	EPIC ENGINEERING, P.C.	82.50	MAGNA PROPERTIES WAREHOUSE
11/28/2022	EPIC ENGINEERING, P.C.	5,370.00	ZONE 3 SECONDARY BOOSTER PUMP & CULINARY PUMP STATION
11/28/2022	EPIC ENGINEERING, P.C.	583.25	MAGNA GENERAL ENGINEERING
11/28/2022	EPIC ENGINEERING, P.C.	165.00	GATEWAY TO LITTLE VALLEY PHASE 3
11/28/2022	EPIC ENGINEERING, P.C.	5,374.98	GATEWAY TO LITTLE VALLEY PHASE 3-INSPECTION
11/28/2022	EPIC ENGINEERING, P.C.	8,640.00	SCREW PRESS BUILDING ADDITION STUDY
11/28/2022	EPIC ENGINEERING, P.C.	7,843.00	2022 CULINARY WATER AND SEWER PIPELINE REPAIRS-CM
11/28/2022	KC LOGISTICS LLC	32,000.00	SETTLEMENT FOR MATERIAL HAUL
11/28/2022	MECHANICAL SERVICE & SYSTEMS, INC.	252.00	TROUBLESHOOTING HEATER EAST HEADWORKS BLDG
11/28/2022	ROCKY MOUNTAIN CARE CLINIC	65.00	PHYSICAL DOT EXAM
11/28/2022	ROCKY MOUNTAIN POWER CO.,	414.95	POWER BOOSTER STATION
11/28/2022	ROCKY MOUNTAIN POWER CO.,	237.20	POWER SHALLOW WELLS
11/28/2022	SIDEWINDERS, LLC	2,148.60	MOTOR REPAIR - # 5 WELL
11/28/2022	WIDDISON TURBINE SERVICE	40,897.50	HAYNES WELL #2 CLEANING PROJECT
11/29/2022	MID ATLANTIC TRUST COMPANY	3,400.64	401(K)
11/29/2022	THATCHER COMPANY	7,152.00	CHEMICALS
11/29/2022	THATCHER COMPANY	(2,800.00)	CHEMICALS
11/30/2022	ADVANCED ENGINEERING & ENVIR. SERVICES	4,240.00	PROJECT FUNDING SUPPORT
11/30/2022	ADVANCED ENGINEERING & ENVIR. SERVICES	11,679.25	LEAD AND COPPER RULE REVISION SUPPORT
11/30/2022	AIRGAS USA, LLC - CENTRAL DIVISION	4.45	ARGON RENTAL CYLINDER
11/30/2022	AIRGAS USA, LLC - CENTRAL DIVISION	53.40	ACETYLENE & OXYGEN RENTAL CYLINDERS
11/30/2022	ALIGNMENT SPECIALISTS	104.95	ALIGNMENT - UNIT #76
11/30/2022	AQS ENVIRONMENTAL SCIENCE	2,000.00	SEWER CHEMIST CONSULTANT
11/30/2022	BATTERY SYSTEMS	271.29	BATTERIES - #74
11/30/2022	BLUE STAKES OF UTAH 811	819.06	BILLABLE E-MAIL NOTIFICATIONS
11/30/2022	CINTAS 1ST AID	579.10	FIRST AID CABINET OFFICE
11/30/2022	CINTAS 1ST AID	87.79	FIRST AID CABINET WWTP OFFICE
11/30/2022	CINTAS 1ST AID	66.81	FIRST AID CABINET SHOP
11/30/2022	CINTAS 1ST AID	97.38	FIRST AID CABINET EDR
11/30/2022	CINTAS 1ST AID	91.47	FIRST AID CABINET WWTP
11/30/2022	CINTAS 1ST AID	91.92	FIRST AID CABINET OFFICE
11/30/2022	CINTAS 1ST AID	(472.75)	FIRST AID CABINET OFFICE
11/30/2022	E.T. TECHNOLOGIES, INC	4,402.98	SLUDGE REMOVAL
11/30/2022	E.T. TECHNOLOGIES, INC	2,276.25	SLUDGE REMOVAL
11/30/2022	ELECTRO POWER UTAH LLC	2,550.00	MCC PANELS MAINTENANCE- WWTP HEADWORKS MCC PANELS
11/30/2022	ERIKS NORTH AMERICA, Inc	19.44	BRASS FITTINGS AIR BRAKE SYSTEM- #7
11/30/2022	ESRI	2,500.00	ANNUAL SUBSCRIPTION GIS SYSTEM
11/30/2022	HANSEN ALLEN & LUCE, INC.	3,607.55	WATER LEVEL DATA FOR HAYNES WELL FIELD
11/30/2022	HOME DEPOT CREDIT SERVICES	421.54	TOOLS & MISC SUPPLIES- CONST.CREW
11/30/2022	INDUSTRIAL SUPPLY CO., INC.	157.26	TOOLS- METER CREW
11/30/2022	JACKS TIRE & OIL	444.78	TIRES- #69
11/30/2022	JACKS TIRE & OIL	860.00	TIRES - #76
11/30/2022	LEVERAGE IT SOLUTIONS	2,250.00	SOPHOS CYBER SECURITY & STANDARD SUPPORT
11/30/2022	LEVERAGE IT SOLUTIONS	3,638.51	FIREWALL REPLACEMENT
11/30/2022	MOUNTAIN HIGH SUPPLY	1,118.00	LIGHTS FOR BOOM- #70
11/30/2022	MOUNTAINLAND SUPPLY COMPANY	933.61	SHOP STOCK
11/30/2022	MOUNTAINLAND SUPPLY COMPANY	482.97	SHOP STOCK
11/30/2022	STANTEC CONSULTING SERVICES INC.	14,835.70	WESTSIDE COLL. SYSTEMS IMP. PROJECT 1B-DESIGN
12/1/2022	ALLSTREAM	2,215.12	PHONE & DATA SERVICES
12/1/2022	BANKCARD CENTER	213.52	BOARD MTG LUNCH
12/1/2022	BANKCARD CENTER	230.33	JANITORIAL SUPPLIES
12/1/2022	CASH (PETTY)	8.22	BIO - ICE
12/1/2022	CASH (PETTY)	43.92	SAFETY MEETING OCTOBER
12/1/2022	CASH (PETTY)	19.90	LUNCH -CONST. CREW
12/1/2022	CASH (PETTY)	58.95	LUNCH- CONST. CREW
12/1/2022	CASH (PETTY)	14.32	PARTS FOR TRAINING CONSTRUCTION CREW
12/1/2022	CASH (PETTY)	22.46	SHIPPING FOR OIL SAMPLE
12/1/2022	CASH (PETTY)	47.00	PRETREATMENT TRAINING PARKING
12/1/2022	CASH (PETTY)	12.81	PRETREATMENT TRAINING LUNCH
12/1/2022	CASH (PETTY)	46.09	SAFETY MEETING NOVEMBER
12/1/2022	CASH (PETTY)	61.00	CDL LICENSE
12/1/2022	GRAINGER	1,191.40	HAND CART & SQUEEGEES- EDR
12/1/2022	PITNEY BOWES GLOBAL FINAN SERVICES LLC	190.20	LEASE OF POSTAGE MACHINE
12/1/2022	STANDARD PRINTING COMPANY	1,108.73	PROCESS OF MONTHLY BILLINGS

**MAGNA WATER DISTRICT
INVOICE PAYMENTS
11/28/2022 TO 1/08/2023**

Check Issue Date	Payee	Amount	Description
12/1/2022	THE LINCOLN NATIONAL LIFE	859.69	INSURANCE
12/2/2022	ROCKY MOUNTAIN POWER CO.,	9.76	POWER WWTP ADMIN BLDG
12/2/2022	ROCKY MOUNTAIN POWER CO.,	21,997.65	POWER 7650 W 2100 S
12/2/2022	SUEZ WTS SOLUTIONS USA, INC	8,190.00	HEAVY CATION -EDR
12/5/2022	ATS	3,325.00	CHEMICALS
12/5/2022	DENTAL SELECT	1,814.74	INSURANCE
12/5/2022	LOWE'S	131.19	CONCRETE SUPPLIES- SHOP
12/5/2022	LOWE'S	87.28	PRESSURE GAUGES - METER CREW
12/5/2022	LOWE'S	119.49	MISC. SUPPLIES- SHOP
12/5/2022	LOWE'S	205.12	CONCRETE REPAIR SUPPLIES- SHOP
12/5/2022	LOWE'S	163.24	MISC. SUPPLIES - EDR
12/5/2022	REGENCE BCBS OF UTAH	14,180.75	INSURANCE
12/6/2022	BANKCARD CENTER	309.88	CHRISTMAS PARTY
12/6/2022	BANKCARD CENTER	204.94	CHRISTMAS PARTY
12/6/2022	BANKCARD CENTER	800.00	CHRISTMAS PARTY
12/6/2022	BANKCARD CENTER	13.93	CHRISTMAS PARTY
12/6/2022	BANKCARD CENTER	100.00	CHRISTMAS PARTY
12/6/2022	BANKCARD CENTER	100.00	CHRISTMAS PARTY
12/6/2022	BANKCARD CENTER	442.61	CONSULTANT GIFTS
12/6/2022	DATA SERVICES	65.94	DATA SERVICES
12/6/2022	INTSEL STEEL WEST, LLC	244.69	METAL - WWTP
12/6/2022	WILLIAMS, STEVE	2,170.83	RETIREMENT GIFT
12/7/2022	CASH (PETTY)	900.00	4TH QTR BOOT DRAWING
12/7/2022	CHEMTECH-FORD	130.00	WATER SAMPLES
12/7/2022	CHEMTECH-FORD	270.00	WWTP SAMPLES
12/7/2022	CHEMTECH-FORD	563.00	EDR SAMPLES
12/7/2022	CHEMTECH-FORD	359.00	WWTP SAMPLES
12/7/2022	CHEMTECH-FORD	270.00	WWTP SAMPLES
12/7/2022	CHEMTECH-FORD	450.00	WATER SAMPLES
12/7/2022	CHEMTECH-FORD	591.00	WWTP SAMPLES
12/7/2022	CHEMTECH-FORD	1,443.00	EDR SAMPLING
12/7/2022	CHEMTECH-FORD	462.00	EDR SAMPLING
12/7/2022	CHEMTECH-FORD	270.00	WWTP SAMPLES
12/7/2022	CHEMTECH-FORD	450.00	WATER SAMPLES
12/7/2022	CHEMTECH-FORD	25.00	WATER SAMPLES
12/7/2022	CHEMTECH-FORD	359.00	WWTP SAMPLES
12/7/2022	CHEMTECH-FORD	270.00	WWTP SAMPLES
12/7/2022	CHEMTECH-FORD	240.00	WATER SAMPLES
12/7/2022	CHEMTECH-FORD	359.00	WWTP SAMPLES
12/7/2022	CHEMTECH-FORD	60.00	WATER SAMPLES
12/7/2022	CLEAR SPAN	39,410.00	MATERIAL STORAGE BUILDING
12/7/2022	E.T. TECHNOLOGIES, INC	2,291.18	SLUDGE REMOVAL
12/7/2022	EVERGREEN BUSINESS SOLUTIONS	126.64	TAX FORMS 2022
12/7/2022	INTERMOUNTAIN CONCRETE SPEC.	228.70	CONCRETE BLANKETS
12/7/2022	KEDDINGTON & CHRISTENSEN, LLC	12,500.00	BILLING FOR AUDIT SERVICES- YEAR ENDED 12/31/2021
12/7/2022	LAWSON PRODUCTS, INC.	1,920.80	MECHANIC SHOP SUPPLIES
12/7/2022	LEVERAGE IT SOLUTIONS	1,400.00	STANDARD SUPPORT
12/7/2022	LEVERAGE IT SOLUTIONS	1,450.00	STANDARD SUPPORT
12/7/2022	LEVERAGE IT SOLUTIONS	1,350.00	STANDARD SUPPORT
12/7/2022	MCGEES STAMP AND TROPHY CO.	198.50	LONGEVITY AWARDS
12/7/2022	MOUNTAIN STATES FENCE CO.	55,995.00	FENCING FOR ZONE#2 RESERVOIR
12/7/2022	RASMUSSEN EQUIPMENT COMPANY	518.00	2 PUMP"
12/7/2022	RASMUSSEN EQUIPMENT COMPANY	392.00	CHAINS - CONST. CREW
12/7/2022	RHINEHART OIL COMPANY	1,272.56	5 GAL OIL FOR MAIN PUMPS- EDR
12/7/2022	S.L.CO. ENGINEERING DIVISION	1,500.00	CONSTRUCTION PERMITS
12/7/2022	SPEEDS POWER EQUIPMENT	629.99	BACKPACK LEAF BLOWER
12/7/2022	THATCHER COMPANY	3,894.25	CHEMICALS
12/7/2022	VANGUARD CLEANING SYSTEMS	650.00	CLEANING OF ADMIN OFFICE
12/7/2022	VANGUARD CLEANING SYSTEMS	350.00	CLEANING OF WWTP OFFICE
12/7/2022	VANGUARD CLEANING SYSTEMS	542.00	CLEANING OF EDR OFFICE
12/7/2022	WESTERN CONF TEAMSTERS PENSION	25,823.89	UNION PENSION CONTRIBUTION
12/7/2022	YEAGLE & SONS CONSTRUCTION	315.00	INSTALLATION OF WATER DISPENSER
12/8/2022	BATT, BOB	600.00	PERFORMANCE BONUS
12/8/2022	BECK, SCOTT	600.00	PERFORMANCE BONUS
12/8/2022	BIRD, ISAAC PAUL	600.00	PERFORMANCE BONUS
12/8/2022	CINTAS CORPORATION #180	416.59	WWTP UNIFORMS AND LINENS
12/8/2022	CINTAS CORPORATION #180	167.44	SHOP/EDR UNIFORMS AND LINENS
12/8/2022	CINTAS CORPORATION #180	304.23	WWTP UNIFORMS AND LINENS
12/8/2022	CINTAS CORPORATION #180	142.67	MATS IN DISTRICT OFFICE
12/8/2022	CINTAS CORPORATION #180	194.55	SHOP/EDR UNIFORMS AND LINENS

**MAGNA WATER DISTRICT
INVOICE PAYMENTS
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Check Issue Date	Payee	Amount	Description
12/8/2022	CINTAS CORPORATION #180	316.20	WWTP UNIFORMS AND LINENS
12/8/2022	CINTAS CORPORATION #180	187.14	SHOP/EDR UNIFORMS AND LINENS
12/8/2022	CISNEROS, KIM	600.00	PERFORMANCE BONUS
12/8/2022	CLINTON R GILES	600.00	PERFORMANCE BONUS
12/8/2022	DAVIS, JON	600.00	PERFORMANCE BONUS
12/8/2022	DELOBEL, DYLLAN	600.00	PERFORMANCE BONUS
12/8/2022	DRAPER, CHET	600.00	PERFORMANCE BONUS
12/8/2022	HACH COMPANY	748.60	CHLORINE REAGENT SET
12/8/2022	HARMS, MICHAEL	300.00	PERFORMANCE BONUS
12/8/2022	HENLINE, DALLAS H.	1,000.00	PERFORMANCE BONUS
12/8/2022	HUNTER, MATTHEW	600.00	PERFORMANCE BONUS
12/8/2022	LAMPER, BEAU	600.00	PERFORMANCE BONUS
12/8/2022	LEISLE FITZGERALD	1,000.00	PERFORMANCE BONUS
12/8/2022	LONG, JUSTIN	600.00	PERFORMANCE BONUS
12/8/2022	MATT SKOGERBOE	525.00	PERFORMANCE BONUS
12/8/2022	MCDONALD, TRAVIS	150.00	PERFORMANCE BONUS
12/8/2022	MIKEY BOONE	525.00	PERFORMANCE BONUS
12/8/2022	RAYMOND MONDRAGON	1,000.00	PERFORMANCE BONUS
12/8/2022	ROBERT JATERKA	600.00	PERFORMANCE BONUS
12/8/2022	SPENCER SIMONS	150.00	PERFORMANCE BONUS
12/8/2022	STEVE CLARK	600.00	PERFORMANCE BONUS
12/8/2022	SUMSION, ANDREW	250.00	PERFORMANCE BONUS
12/8/2022	THOMPSON, LONNIE	150.00	PERFORMANCE BONUS
12/8/2022	TRAVIS RAWSON	600.00	PERFORMANCE BONUS
12/8/2022	TREVOR ANDRA	1,000.00	PERFORMANCE BONUS
12/8/2022	TUCKER, NELSON EDWARD	600.00	PERFORMANCE BONUS
12/8/2022	UTAH BROADBAND	119.00	BROADBAND/INTERNET SUPPORT
12/8/2022	UTAH BROADBAND	99.00	BROADBAND/INTERNET SUPPORT
12/8/2022	VIRGINIA FISH	350.00	PERFORMANCE BONUS
12/8/2022	WHEELER MACHINERY CO	320.60	OIL SAMPLE BOTTLES
12/8/2022	WHITMORE, AMANDA	600.00	PERFORMANCE BONUS
12/9/2022	UTAH- IDAHO TEAMSTERS SECURITY FUND	37,188.00	UNION HEALTH & WELFARE
12/10/2022	BANKCARD CENTER	236.66	UNIFIED FIRE AUTHORITY FEES
12/11/2022	PURCHASE POWER	298.50	POSTAGE
12/12/2022	MCREYNOLDS, CONNOR	600.00	PERFORMANCE BONUS
12/12/2022	REGENCE BCBS OF UTAH	306.00	OBEP OBLIGATION
12/12/2022	STEVE REGAN CO.	11.44	SHUT OFF VALVE - TOWABLE WEED SPRAYER
12/13/2022	ALLSTATE	574.96	OBEP OBLIGATION
12/13/2022	DOMINION ENERGY	4,110.33	NATURAL GAS 6850 W 2820 S
12/13/2022	DOMINION ENERGY	612.62	NATURAL GAS 6026 PARKWAY BLVD
12/13/2022	MID ATLANTIC TRUST COMPANY	2,862.64	401(K)
12/14/2022	BANKCARD CENTER	75.81	FLOWERS-KATY STEFFY BABY
12/14/2022	DOMINION ENERGY	65.32	NATURAL GAS 3291 S 8000 W
12/14/2022	DOMINION ENERGY	1,216.35	NATURAL GAS 8931 W 3500 S
12/14/2022	DOMINION ENERGY	5,599.81	NATURAL GAS 7650 W 2100 S
12/14/2022	DOMINION ENERGY	597.14	NATURAL GAS 8885 W 3500 S
12/14/2022	E.T. TECHNOLOGIES, INC	1,698.99	SLUDGE REMOVAL
12/14/2022	ELECTRO POWER UTAH LLC	472.75	VFD FAN- INFLUENT CHOPPER PUMP
12/14/2022	EPIC ENGINEERING, P.C.	3,300.12	GATEWAY TO LITTLE VALLEY - INSPECTION
12/14/2022	EPIC ENGINEERING, P.C.	6,303.24	GATEWAY TO LITTLE VALLEY PHASE 1 AND 2-INSPECTION
12/14/2022	EPIC ENGINEERING, P.C.	5,646.10	ZONE 3 SECONDARY BOOSTER PUMP & CULINARY PUMP STATION
12/14/2022	EPIC ENGINEERING, P.C.	396.00	MAGNA GENERAL ENGINEERING
12/14/2022	EPIC ENGINEERING, P.C.	200.76	2022 MISC SMALL SUBD/LOTS - INSPECTION
12/14/2022	EPIC ENGINEERING, P.C.	82.50	ASCEND AT LITTLE VALLEY
12/14/2022	EPIC ENGINEERING, P.C.	1,001.04	ASCEND AT LITTLE VALLEY - INSPECTION
12/14/2022	EPIC ENGINEERING, P.C.	247.50	GATEWAY TO LITTLE VALLEY PHASE 3
12/14/2022	EPIC ENGINEERING, P.C.	8,508.84	GATEWAY TO LITTLE VALLEY PHASE 3-INSPECTION
12/14/2022	EPIC ENGINEERING, P.C.	1,440.00	SCREW PRESS BULDING ADDITION STUDY
12/14/2022	EPIC ENGINEERING, P.C.	2,572.00	2022 CULINARY WATER & SEWER PIPELINE REPAIRS-CM
12/14/2022	EPIC ENGINEERING, P.C.	247.50	UNIFIED FIRE STATION 102
12/14/2022	EPIC ENGINEERING, P.C.	99.00	UNIFIED FIRE STATION 102-INSPECTION
12/14/2022	EPIC ENGINEERING, P.C.	2,560.00	ZONE 3 SECONDARY WATER RESERVOIR
12/14/2022	HACH COMPANY	212.82	CHLORINE REAGENT SET
12/14/2022	JORDAN VALLEY WATER	27,751.24	WATER DELIVERIES
12/14/2022	PREMIER TRUCK GROUP	1,983.50	AIR DRYER,GOVERNOR,AIR COMPRESSOR- #74
12/14/2022	PREMIER TRUCK GROUP	(598.50)	AIR COMPRESSOR CORE RETURN- #74
12/14/2022	SAFETY SUPPLY & SIGN CO.	370.80	MARKING PAINT
12/14/2022	SAFETY SUPPLY & SIGN CO.	197.00	SURVEY/MARKER FLAGS- BLUESTAKES
12/14/2022	SUBSIGE ELECTRONICS	99.63	REPAIR PARTS- #52
12/14/2022	SUBSIGE ELECTRONICS	548.55	REPAIR PARTS- #52

**MAGNA WATER DISTRICT
INVOICE PAYMENTS
11/28/2022 TO 1/08/2023**

Check Issue Date	Payee	Amount	Description
12/14/2022	VERIZON WIRELESS	374.77	CELLPHONE SERVICE
12/15/2022	AIRGAS USA, LLC - CENTRAL DIVISION	78.26	#2 TORCHTIP- MECHANIC SHOP
12/15/2022	AWWA	750.00	MEMBERSHIP DUES
12/15/2022	NATIONAL BENEFIT SERVICES, LLC	52.00	HRA PLAN ADMIN FEE- NOVEMBER
12/15/2022	VERIZON CONNECT FLEET USA LLC	697.00	GPS MONTHLY CHARGE
12/17/2022	POLYDYNE INC	12,783.63	POLYMER PURCHASES
12/19/2022	ELITE GROUNDS, LLC	112.10	IRRIGATION TURN OFF- ADMIN BLDG
12/19/2022	HACH COMPANY	6,223.00	WWTP CL-17, SONITAX, AND SOLITAX INSTRUMENTATION
12/19/2022	REPUBLIC SERVICES #864	2,862.07	WWTP GARBAGE COLLECTION
12/19/2022	RULON HARPER CONSTRUCTION, INC	538.65	GRAVEL & ROADBASE
12/19/2022	TRUGREEN COMMERCIAL	1,268.00	SALT FOR WALKS/ PARKING LOTS
12/20/2022	AMAZON CAPITAL SERVICES	47.78	COAX CABLES
12/20/2022	ANSERFONE	287.50	NIGHT ANSWERING SERVICE
12/20/2022	APPLICANT PRO	159.82	JOB LISTINGS
12/20/2022	HACH COMPANY	180.32	ALUM DOSE PROJECTION- REUSE PROJECT
12/20/2022	LOWE'S	345.08	MISC. SUPPLIES- SHOP
12/20/2022	LOWE'S	197.60	TOOLS- COLL.CREW
12/20/2022	LOWE'S	211.35	MATERIALS REBUILD ROOF HATCH - #2 HAYNES
12/20/2022	LOWE'S	89.26	TIRES -MOWER TRAILER
12/20/2022	LOWE'S	4.93	MISC. SUPPLIES- OFFICE
12/20/2022	O'REILLY	18.44	OIL FILTER- #8
12/20/2022	O'REILLY	136.58	BATTERY - #21
12/20/2022	REPUBLIC SERVICES #864	551.00	SHOP GARBAGE COLLECTION
12/20/2022	RICOH USA , INC	75.00	COPIER ADMINISTRATIVE OFFICE
12/20/2022	RICOH USA , INC	274.61	COPIER ADMINISTRATIVE OFFICE
12/20/2022	ROCKY MOUNTAIN POWER CO.,	16,348.91	POWER BARTON WELLS 1&2
12/20/2022	RULON HARPER CONSTRUCTION, INC	923.99	GRAVEL & ROADBASE
12/20/2022	SHRED-IT	74.47	DOCUMENT SHREDDING
12/20/2022	SMITH HARTVIGSEN, PLLC	1,635.00	GENERAL LEGAL MATTERS
12/20/2022	SMITH HARTVIGSEN, PLLC	791.00	EMPLOYMENT LAW & OTHER CONFIDENTIAL MATTER
12/20/2022	SMITH HARTVIGSEN, PLLC	3,418.00	KC LOGISTICS
12/20/2022	SMITH HARTVIGSEN, PLLC	1,340.00	LEGISLATIVE MATTERS
12/20/2022	STAPLES BUSINESS CREDIT	247.99	OFFICE SUPPLIES- OFFICE
12/20/2022	STAPLES BUSINESS CREDIT	28.56	OFFICE SUPPLIES- OFFICE
12/20/2022	STAPLES BUSINESS CREDIT	74.76	OFFICE SUPPLIES- OFFICE
12/20/2022	STAPLES BUSINESS CREDIT	19.48	OFFICE SUPPLIES- OFFICE
12/20/2022	STAPLES BUSINESS CREDIT	19.74	OFFICE SUPPLIES- SHOP
12/20/2022	STAPLES BUSINESS CREDIT	19.74	OFFICE SUPPLIES-SHOP
12/20/2022	STAPLES BUSINESS CREDIT	2.57	OFFICE SUPPLIES- OFFICE
12/20/2022	STAPLES BUSINESS CREDIT	8.99	OFFICE SUPPLIES- OFFICE
12/20/2022	STAPLES BUSINESS CREDIT	44.72	OFFICE SUPPLIES- OFFICE
12/20/2022	STAPLES BUSINESS CREDIT	6.45	OFFICE SUPPLIES- OFFICE
12/20/2022	STAPLES BUSINESS CREDIT	63.74	OFFICE SUPPLIES- OFFICE
12/20/2022	STAPLES BUSINESS CREDIT	225.36	OFFICE SUPPLIES -SHOP
12/20/2022	STAPLES BUSINESS CREDIT	14.22	OFFICE SUPPLIES- OFFICE
12/20/2022	STAPLES BUSINESS CREDIT	73.14	OFFICE SUPPLIES- SHOP
12/20/2022	THATCHER COMPANY	6,460.66	CHEMICALS
12/20/2022	THOMAS PETROLEUM	223.00	DEF FLUID - WWTP GENERATOR
12/20/2022	THOMAS PETROLEUM	3,001.05	FUEL- WWTP GENERATOR
12/21/2022	BUCHANAN ACCESS SYSTEMS, LLC	105.00	GATE KEYBOARD REPAIR- WWTP
12/21/2022	DELOBEL, DYLLAN	250.00	REIMBURSEMENT & BONUS- WATER DIST. GRADE I
12/21/2022	HENLINE, DALLAS H.	85.00	REIMBURSEMENT- CERTIFICATION RENEWAL
12/21/2022	HENLINE, DALLAS H.	50.00	REIMBURSEMENT- CERTIFICATION RENEWAL
12/21/2022	ROCKY MOUNTAIN POWER CO.,	25.25	POWER BACCHUS TANKS
12/21/2022	ROCKY MOUNTAIN POWER CO.,	282.56	POWER CEMENT BUILDING SHOPS
12/21/2022	ROCKY MOUNTAIN POWER CO.,	2,280.25	POWER 7600 W RESERVOIR
12/21/2022	STANTEC CONSULTING SERVICES INC.	1,883.00	WATER AND WASTE WATER PROJECT SUPPORT
12/21/2022	STANTEC CONSULTING SERVICES INC.	15,397.90	WESTSIDE COLL. SYSTEMS IMP. PROJECT 1B-DESIGN
12/21/2022	T-O ENGINEERS, INC.	2,573.75	MWD 2022 SERVICES
12/21/2022	TRUCO SERVICES, INC	1,800.00	REFUND OF HYDRANT DEPOSIT
12/22/2022	ROCKY MOUNTAIN POWER CO.,	1,064.64	POWER 3500 TANKS
12/22/2022	ROCKY MOUNTAIN POWER CO.,	256.26	POWER DISTRICT OFFICE
12/25/2022	CASELLE, INC.	2,354.00	CONTRACT SUPPORT CHARGES
12/27/2022	AIRGAS USA, LLC - CENTRAL DIVISION	4.45	ARGON RENTAL CYLINDER
12/27/2022	AIRGAS USA, LLC - CENTRAL DIVISION	53.40	ACETYLENE & OXYGEN RENTAL CYLINDERS
12/27/2022	ALIGNMENT SPECIALISTS	400.95	ALIGNMENT - #70
12/27/2022	AQS ENVIRONMENTAL SCIENCE	2,000.00	SEWER CHEMIST CONSULTANT
12/27/2022	AUTOZONE	53.82	WINDSHIELD WIPER FLUID- SEWER FLEET
12/27/2022	LEVERAGE IT SOLUTIONS	1,499.97	COMPUTER SYSTEM- SHOP
12/27/2022	LEVERAGE IT SOLUTIONS	1,799.99	LAPTOP -OFFICE

**MAGNA WATER DISTRICT
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12/27/2022	LEVERAGE IT SOLUTIONS	1,050.74	TRAINING LAPTOP - WWTP ADMIN BUILDING
12/27/2022	LEVERAGE IT SOLUTIONS	1,399.00	COMPUTER- OFFICE
12/27/2022	MOUNTAINLAND SUPPLY COMPANY	610.69	SHOP STOCK
12/27/2022	NAPA AUTO PARTS	17.47	INLINE FUEL FILTER- #68
12/27/2022	OLYMPUS SAFETY & SUPPLY, LLC	490.00	LATEX GLOVES- WATER CREW
12/27/2022	OLYMPUS SAFETY & SUPPLY, LLC	526.50	SAFETY GEAR- WATER CREW
12/27/2022	ROCKY MT WIRE ROPE	1,053.60	CABLES TO PULL SERVICE LINES
12/27/2022	SUBSITE ELECTRONICS	548.51	REPAIR PARTS- #52
12/27/2022	THE SALT LAKE TRIBUNE	343.40	LEGAL ADS - CONTRACTOR PREQUAL AD
12/27/2022	WEST VALLEY CITY	130.20	STORMWATER AT EDR
12/27/2022	WIDDISON TURBINE SERVICE	57,359.10	HAYNES WELL #2 CLEANING PROJECT
12/28/2022	MID ATLANTIC TRUST COMPANY	2,944.15	401(K)
12/28/2022	ASPHALT MATERIALS, INC.	561.00	ASPHALT FOR REPAIRS
12/28/2022	CLINT DILLEY	1,500.00	PERFORMANCE BONUS
12/28/2022	INTSEL STEEL WEST, LLC	172.49	METAL - VALVE KEYS
12/28/2022	ROCKY MOUNTAIN POWER CO.,	415.55	POWER BOOSTER STATION
12/28/2022	ROCKY MOUNTAIN POWER CO.,	1,050.09	POWER HAYNES WELLS
12/28/2022	ROCKY MOUNTAIN POWER CO.,	41.90	POWER SHALLOW WELLS
12/28/2022	UNIFIED FIRE AUTHORITY	700.00	HAZMAT PERMIT
12/28/2022	UTAH BARRICADE COMPANY	360.00	RENTAL OF BARRICADES
12/29/2022	ROCKY MOUNTAIN POWER CO.,	89.77	POWER SECONDARY WATER PUMP
12/29/2022	RULON HARPER CONSTRUCTION, INC	1,760.81	GRAVEL & ROADBASE
12/30/2022	BLUE STAKES OF UTAH 811	769.63	BILLABLE E-MAIL NOTIFICATIONS
1/3/2023	DENTAL SELECT	1,585.41	INSURANCE
1/3/2023	THE LINCOLN NATIONAL LIFE	731.10	INSURANCE
1/3/2023	WORKERS COMPENSATION FUND OF U	6,810.00	WORKERS COMP INSURANCE
1/4/2023	AMAZON CAPITAL SERVICES	64.97	OFFICE SUPPLIES- WWTP
1/4/2023	CHEMTECH-FORD	270.00	WWTP SAMPLES
1/4/2023	CHEMTECH-FORD	359.00	WWTP SAMPLES
1/4/2023	CHEMTECH-FORD	563.00	WWTP SAMPLES
1/4/2023	CHEMTECH-FORD	270.00	WWTP SAMPLES
1/4/2023	CHEMTECH-FORD	450.00	WATER SAMPLES
1/4/2023	CHEMTECH-FORD	30.00	WATER SAMPLES
1/4/2023	CHEMTECH-FORD	591.00	WWTP SAMPLES
1/4/2023	CHEMTECH-FORD	270.00	WWTP SAMPLES
1/4/2023	CHEMTECH-FORD	270.00	WWTP SAMPLES
1/4/2023	CHEMTECH-FORD	30.00	WATER SAMPLES
1/4/2023	CHEMTECH-FORD	450.00	WATER SAMPLES
1/4/2023	CHEMTECH-FORD	163.00	EDR SAMPLES
1/4/2023	CHEMTECH-FORD	359.00	WWTP SAMPLES
1/4/2023	CHEMTECH-FORD	30.00	WATER SAMPLES
1/4/2023	CHEMTECH-FORD	270.00	WWTP SAMPLES
1/4/2023	CHEMTECH-FORD	100.00	WWTP SAMPLES
1/4/2023	CHEMTECH-FORD	591.00	WWTP SAMPLES
1/4/2023	CHEMTECH-FORD	270.00	WWTP SAMPLES
1/4/2023	CINTAS 1ST AID	22.29	FIRST AID CABINET WWTP OFFICE
1/4/2023	CINTAS 1ST AID	63.64	FIRST AID CABINET OFFICE
1/4/2023	CINTAS 1ST AID	47.13	FIRST AID CABINET EDR
1/4/2023	CINTAS 1ST AID	31.56	FIRST AID CABINET WWTP
1/4/2023	CINTAS 1ST AID	54.56	FIRST AID CABINET SHOP
1/4/2023	E.T. TECHNOLOGIES, INC	2,454.27	SLUDGE REMOVAL
1/4/2023	FUEL NETWORK	7,461.31	GASOLINE FOR VEHICLES
1/4/2023	HACH COMPANY	369.15	PHOSPHORUS VIAL TEST- WWTP LAB
1/4/2023	IDEXX Distribution, Inc.	2,258.19	E. COLI PERMIT, BOTTLES, QUANTY TRAYS
1/4/2023	INTSEL STEEL WEST, LLC	128.00	METAL - VALVE KEYS
1/4/2023	LEVERAGE IT SOLUTIONS	2,600.00	SOPHOS INSTALL & CONFIGURE
1/4/2023	OLYMPUS INSURANCE COMPANY	170,945.00	TRAVELERS INSURANCE
1/4/2023	ROCKY MOUNTAIN POWER CO.,	9.76	POWER WWTP ADMIN BLDG
1/4/2023	ROCKY MOUNTAIN POWER CO.,	24,058.33	POWER 7764 W 2100 S PLANT
1/4/2023	S.L.CO. ENGINEERING DIVISION	1,750.00	CONSTRUCTION PERMITS
1/4/2023	STANDARD PRINTING COMPANY	2,383.08	PROCESS OF MONTHLY BILLINGS
1/4/2023	STANDARD PRINTING COMPANY	827.84	INSERTS FOR BILLS
1/4/2023	VANGUARD CLEANING SYSTEMS	650.00	CLEANING- ADMIN OFFICE
1/4/2023	VANGUARD CLEANING SYSTEMS	350.00	CLEANING- WWTP OFFICE
1/4/2023	VANGUARD CLEANING SYSTEMS	542.00	CLEANING - EDR OFFICE
1/4/2023	W.E.T.	1,700.00	CHEMICALS
1/5/2023	BLUELINE SERVICES	48.50	PRE-EMPLOYMENT DRUG SCREENS & BACKGROUND CHECKS
1/5/2023	BLUELINE SERVICES	141.00	RANDOM DRUG TEST
1/5/2023	REGENCE BCBS OF UTAH	12,032.99	INSURANCE
1/5/2023	U. S. POSTMASTER	18,500.00	POSTAGE FOR BILLING STMTS

**MAGNA WATER DISTRICT
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Check Issue Date	Payee	Amount	Description
1/6/2023	LOWE'S	388.36	MISC SUPPLIES- MATERIAL STORAGE BLDG
1/6/2023	LOWE'S	332.91	MISC SUPPLIES- TRAINING
1/6/2023	THATCHER COMPANY	10,019.50	CHEMICALS
1/6/2023	THATCHER COMPANY	(5,000.00)	CHEMICALS
1/8/2023	SAFETY SUPPLY & SIGN CO.	288.00	MARKING PAINT
1/8/2023	UTAH BROADBAND	119.00	BROADBAND/INTERNET SUPPORT
1/8/2023	UTAH BROADBAND	99.00	BROADBAND/INTERNET SUPPORT
		\$ 1,072,437.96	

**MAGNA WATER DISTRICT
ZIONS BANK BOND PAYMENT
11/28/2022 TO 1/08/2023**

Check Issue Date	Payee	Amount	Description
11/30/2022	ZIONS FIRST NATIONAL BANK	\$ 83,282.19	5436869-BOND SER 2013
12/27/2022	ZIONS FIRST NATIONAL BANK	\$ 83,282.19	5436869-BOND SER 2013
		\$ 166,564.38	

NEW EMPLOYEES

New Employee Welcome

Mark Manzanares

Mark Manzanares started working at the Magna Water District on Jan. 3rd, 2023. Mark grew up in the Magna/ West Valley area in Utah and attended Hunter High School. Mark is the proud father of a 6-year-old daughter. Mark comes to us with a Class 'B' CDL and years of experience with customer service and training new employees in job safety. Mark was previously employed as a foreman with Wright Tree Service and likes to spend his spare time with his family and playing sports. Mark wanted to come to work for Magna Water because of its great reputation for being an excellent job where people stay long term to retire with excellent benefits. We are excited to have him as a part of our Wastewater Collections Crew.

Christian Thompson

Chris Thompson started working at the Magna Water District on Jan. 4th, 2023. Chris grew up in Grantsville Utah and graduated from Grantsville High School before buying his grandparents home in South Jordan Utah. Chris comes to us with a Class 'A' CDL and several industry certifications including Water Distribution Operator Grade IV, Traffic Control Supervisor, and CAT Equipment training, among others. Chris previously worked for South Jordan City and spends his free time hunting, fishing, camping, and practicing archery. Chris wanted to come to work at Magna Water to use his skill set and do what he enjoys. He had also heard that the district a wonderful place to work. We are excited to have him as a part of our Service Water Construction Crew.

EMPLOYEE RECOGNITION

Employee Recognition

Travis McDonald	01/05/23	Commercial Driver's License
Spencer Simons	01/09/23	Commercial Driver's License
Chet Draper	11/16/2022	Water Operator Treatment Grade I
Dyllan Delobel	12/19/2022	Water Operator Treatment Grade I
Matt Hunter	Nominated For:	Wastewater Collections Operator of the Year
Scott Beck	Nominated For:	Wastewater Treatment Plant Operator of the Year

MANAGER'S REPORT



MEMO

TO: MWD Board of Directors
FROM: Clint Dilley, P.E., General Manager
DATE: 01/11/23 (January 19th 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

- Operations & Maintenance fully staffed
 - Collections Service Maintenance
 - Mark Manzanares hired for this position and started 1/3/23
 - Water Operations Service Maintenance/Construction Crew
 - Christian Thompson hired for this position and started 1/4/23
- Engineering
 - Staff Engineer
 - Basement will be ready in next couple months to accommodate additional staff including a staff engineer as previously discussed
 - District Engineer & HR MGR will follow up on prior board comments on the potential staff engineer position with additional details for review and discussion in February board meeting

OPERATIONS

- Water Operations
 - Controller working to implement new Caselle Connect online service/work order system between office staff, customer service meter crew and water construction crew which will streamline system, improve communication, & provide more reliable documentation & history
 - Reviewing impact of JVVCD pipeline issues on under use of full contract amount. Requesting JVVCD to allow the difference to be used next year at no additional charge.

- Construction crew has finished setting concrete blocks for foundation of the material storage cover which has been delivered with a target install date near end of January or first part of February
- New fence install nearing completion around the future reservoir property west of the 7600 West tank site
- WWTP Operations
 - Working through an issue with MSD engineering/inspection of sanitary sewer mains. MSD tried to cross line and dictate what MWD has to do in sewer bedding pipe zone & trying to require an APWA wrap of bedding rock in any circumstance which is not in alignment with MWD requirements which is case by case as needed. MSD backed off but appears to be trying to rally support from other City's to try & enforce in future.
 - MWD general permit for collections system operation is open for review and comment by DWQ through 1/18/23. No issues/concerns with permit currently anticipated.
 - Maverick gas station nearing completion at corner of 8000 West and 201 hwy South Frontage Road. Their RV dump should be operational prior to spring opening of season.
 - Twin D will begin spot repairs at 16 prioritize locations on the collection system in repairs in next few weeks
 - Reuse project - 8 contractors responded to the prequalification and all were deemed qualified. Bids will be due by end of February with target to recommend award in March board meeting
 - One of triton aeration blowers failed on 1/10/23. Was not fixable in place and will need replacement but we were able to use the blower from the shelf aeration unit we purchased last year (for an emergency such as this) and swap out blowers and return to normal operation in less than 14 hours
- Office
 - Starting implementation of online document management system for AP in 2023
 - Henriksen Butler working on different table solution instead of nesting tables as proposed
 - Basement finish underway with rough-in nearing completion
 - Will move forward with obtaining bids for bulletproof glass at customer counters along with remote door opener
- Delinquent accounts
 - 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
 - October 2022
 - Accounts that are delinquent: 358
 - Total of all delinquent accounts: \$41,013.17
 - Average delinquent account balance: \$114.56
 - Pink notices sent out on 9/27/22 for October= 263
 - September 2022
 - Accounts that are delinquent: 384
 - Total of all delinquent accounts: \$48,220.23
 - Average delinquent account balance: \$125.57
 - Pink notices sent out on 8/29/22 for September = 209

COMMUNICATION & MORALE

- Continue working toward improving communication w/ board members & community partners
 - GM attended and gave general update to Magna Town Council meeting on 12/13/22
 - GM attended Magna Chamber of Commerce Luncheon on 12/15/22
 - GM would like to develop a school outreach program for this year
- Work to improve communication & morale with employees
 - GM will start implementation of “no-agenda” meetings with all employees this year
 - Started wellness program in January with a goal for daily stretching 10 min for 15 days of month
 - Team building meeting for management team to discuss goals for 2023 scheduled for mid-January
 - HR MGR to take Arbinger Institute Leadership Certification Training at the end of January to be able to provide in house training on Outward Mindset
- Work to improve communication with customers
 - Moving forward with Alphagraphics to provide a concept informational/historical wall display in waiting room for viewing
 - Plan on the year-end review/look ahead/rate change for Feb. 1st mailer
 - Thorough and prompt response to customer concerns and complaints
 - Several calls/emails on confusion over Hero Property Management HOA who initially told MWD they would be paying for water bills but ended up making it their residents responsibility but did not clearly communicate to either the residents or MWD when they changed approach.

WRF REUSE PREQUAL

January 6, 2023

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

Subject: Recommendation to Prequalify Contractors for the Magna WRF Reuse Project

Dear Clint:

On December 15, 2022 general contractor prequalification proposals were received by Magna Water District (MWD) for the Magna WRF Reuse Project. Bowen Collins & Associates (BC&A) has reviewed and evaluated each proposal in accordance with the selection criteria identified in the Contractor Prequalification Documents dated November 15, 2022. The request for prequalification proposal was posted on MWD's website. Additionally, the proposal was individually sent to 9 contractors of those only 1 did not respond.

Based on our review and evaluation, as well as our group discussion on January 4, 2023, it was determined that all 8 meet the minimum requirements. It is recommended that MWD prequalify all 8 general contractors that submitted proposals for the opportunity to bid on the Magna WRF Reuse Project. These contractors are listed below.

- | | |
|---------------------------------|--|
| 1. Bodell Construction | 5. Gerber Construction |
| 2. COP Construction, LLC | 6. Nelson Brothers Construction |
| 3. Corrio Construction | 7. Ralph Wadsworth Construction |
| 4. FX Construction | 8. VanCon, Inc. |

The spreadsheet evaluation used to determine the prequalification recommendation is attached to this document. If you have any questions regarding the prequalification recommendation, please call me or Nate Rogers at (801) 495-2224.

Sincerely,
Bowen Collins & Associates,



Jeff Beckman, P.E.
Principal

pc: Nate Rogers, P.E./Bowen Collins & Associates
Clint Rogers, P.E./Stantec Consulting



**General Contractor
Prequalification Evaluation**

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

PROJECT MANAGER	Jeff Beckman
PROJECT ENGINEER	Nate Rogers
DATE CREATED	12/22/2022

CONTRACTOR	CONTACT INFORMATION			QUALIFICATION CRITERIA							RESULT
	NAME	PHONE	EMAIL	A: GENERAL	B: PROJECT TEAM PERSONNEL AND QUALIFICATIONS	C: PREVIOUS PROJECT EXPERIENCE /PERFORMANCE	D: FINANCIAL STATEMENT INFORMATION	E: SAFETY RECORD	F: ADEQUATE COMPETITION	QUALIFICATION SCORE	RECOMMEND AS PREQUALIFIED?
Bodell Construction	Todd Ripley	801-892-8054	triple@bodellconstruction.com	2/2	3/3	5/7	4/4	1/1	1/1	16/18	Yes
COP Construction	Justin Broshear	801-884-3145	jbroshear@copconstruction.com	2/2	2/3	6/7	4/4	0/1	1/1	15/18	Yes
Corrio Construction	Brian White	801-964-4908	brian@corrioconstruction.com	2/2	2/3	4/7	4/4	1/1	1/1	14/18	Yes
FX Construction	Brad Miller	801-380-0035	brad@fxconstruction.com	2/2	1/3	5/7	4/4	1/1	1/1	14/18	Yes
Gerber Construction	Mark Nielsen	801-407-2000	mn@1gerber.com	2/2	3/3	6/7	4/4	1/1	1/1	17/18	Yes
Nelson Brothers Construction	Lee Redd	801-487-5401	lredd@nelsonbros.com	2/2	2/3	4/7	4/4	1/1	1/1	14/18	Yes
Ralph Wadsworth Construction	Cole Frost	801-553-1661	cfrost@wadsco.com	2/2	3/3	6/7	4/4	0/1	1/1	16/18	Yes
VanCon Inc.	Chad Hunsaker	801-491-8883	chunsaker@wedigutah.com	2/2	3/3	6/7	2/4	1/1	1/1	15/18	Yes
--											
--											

SECONDARY METER GRANT



ARPA GRANT APPLICATION - SECONDARY METERING
Utah Board of Water Resources

(FOR OFFICE USE ONLY)	Rev. 09/13/22
Application Number:	<input type="text"/>
Date Received:	<input type="text"/>

INTRODUCTION:
This application is for eligible entities to apply for grant funds made available by the American Rescue Plan Act (ARPA) to the Utah Board of Water Resources, for the purchase and installation of secondary water meters on existing, unmetered pressurized systems. To review and download the statute governing eligibility, distribution and use of the funds, click the following web link: [H.B.242 Secondary Water Metering Amendments](#)

APPLICATION INSTRUCTIONS:

<p>(1) Fill out the application.</p> <p>(2) Attach a detailed cost estimate of proposed secondary metering project from a licensed professional engineer, a project map, and any other pertinent information.</p> <p>(3) Sign and date the completed application.</p> <p>(4) Email the completed application to: secondarymetergrants@utah.gov</p>	<p>(5) optional mailing address: <i>(email is preferred)</i></p> <p>Marisa Egbert, Project Funding Section Manager Utah Division of Water Resources PO Box 146201 Salt Lake City, UT 84114 801-403-8077 (marisaegbert@utah.gov)</p>
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CONTACT INFORMATION:

Applicant (Irrigation Company, Municipality, District, etc.)		Federal Tax ID Number	
Official Business Address	City	State	Zip Code
President, Chairman, Mayor, etc. (First & Last Name)	Phone	Email Address	
Address	City	State	Zip Code
Primary Contact (If different from President, Chairman, Mayor, etc. above)	Phone	Email Address	
Address	City	State	Zip Code
Secretary/Clerk Name (First & Last Name)	Phone	Email Address	
Address	City	State	Zip Code
Attorney (First & Last Name, Firm)	Phone	Email Address	
Address	City	State	Zip Code

ADDITIONAL CONTACT INFORMATION:

Project Engineer Name (First & Last Name)	Phone	Email Address	
Address	City	State	Zip Code
Financial Advisor Name if applicable (First & Last Name)	Phone	Email Address	
Address	City	State	Zip Code

PROJECT INFORMATION:		
County where the project is located:	Town or city where the project is located:	When construction is expected to begin:
Brief description of the project:		
Benefits of the project:		

SECONDARY WATER SYSTEM INFORMATION:	
Total number of secondary system connections:	Total number of secondary meters to be installed under this application:
Average lot size (acres):	Average irrigated surface per Lot (acres):
Current average secondary water assessment (\$/month, \$/year):	
List water sources:	
Amount and type of storage (million gallons (MG) or acre-feet (ACFT):	
Describe the secondary distribution system (include the type, e.g. lined or unlined canal/ditch, pipeline, etc.):	

ESTIMATED ANNUAL SECONDARY WATER USE BEFORE AND AFTER METER INSTALLATION:	
Estimated average water use per lot BEFORE meter installation (acre-feet):	Estimated average water use per lot AFTER meter installation (acre-feet):
Estimated water conserved by meter installation (acre-feet):	

FUTURE NEED FOR WATER:	
Do you currently anticipate a future secondary water shortage? If so what year will this next occur?	If you anticipate a future water shortage, please estimate the volume of water shortage for the first year (acre-feet):
Do you anticipate that water use reductions, due to the installation of meters, will alleviate your anticipated future water shortages? Why? With the installation of meters, as proposed, what year do you anticipate a secondary water shortage and the need to develop additional water?	Please describe the project timeline for purchase and installation of the meters, including the date installations will begin and the date the project will be complete:

PROPOSED FINANCING PLAN: (See policy below)			PROJECT WATER RIGHTS:
American Rescue Plan Act Grant (Up to 70% of Total Cost)	\$	%	List or attach all relevant water rights numbers (may also include decrees, diligence claims, change applications, and exchange applications):
Applicant Funds (4.5% to 30% of Total Cost)	\$	%	
Board of Water Resources Loan (0% to 25.5% of Total Cost)	\$	%	
Other (Specify)	\$	%	
TOTAL	\$	100%	

POLICY REGARDING COST-SHARING:

The applicant may request American Rescue Plan Act (ARPA) grant funds up to 70% of the total project cost. If the applicant cannot cover the remaining 30% cost share, the applicant may request financing assistance through the Board of Water Resources’ revolving loan funds up to 25.5% of the total project cost. The Board’s financing will be repaid at 1% interest over a period not to exceed five years less than the warranty on the meters. The remaining is expected to be paid by the applicant. The Board’s share of the project will also include a nominal administrative fee for costs incurred by the Division of Water Resources for project administration. This fee will be included in the feasibility report presented to the Board. The Board’s cost-share will be repaid by the applicant according to the terms set by the Board of Water Resources at the time funds are committed to the project. The administrative fee will not be charged if the project is found infeasible, denied by the Board, or if the application is withdrawn.

ACKNOWLEDGEMENT AND SIGNATURE:

By signing and submitting this application, you acknowledge that you:

- (1) Are authorized to make an application for assistance on behalf of the applicant.
- (2) Have read [H.B. 242 Secondary Water Metering Amendments](#) governing the distribution and use of grant funds
- (3) Have read the [“Guidelines for Board of Water Resources Financial Assistance”](#) if applying for Board loan funds.
- (4) Are a qualified applicant and accept the terms and conditions enumerated herein, in Utah Admin. Code R653-10, and in the Guidelines for Board of Water Resources Financial Assistance (if applicable).
- (5) Agree to provide secondary water customers with a monthly water use statement that a) includes an educational component on water conservation; and/or b) charges customers according to metered usage on a tiered conservation rate structure.
- (6) Agree to a) commit all project grant funds through contract no later than December 31, 2024; and b) spend all project grant funds and complete construction of the project no later than December 31, 2026.
- (7) Verify that the information provided in this application is accurate and any estimates or projections submitted are based on sound professional judgement and the best available data.

Name of Authorized Agent

Date

Please type in your signature rather than print and sign, then attach this digital original to your e-mail

– Complete pages 4 through 6 to apply for a Board of Water Resource Loan –

TO BE COMPLETED BY THE MEMBER OF THE BOARD OF WATER RESOURCES ASSIGNED TO THE AREA:

I have reviewed this application and forwarded it to the staff of the Division of Water Resources to prepare a feasibility report.

Comments (if any):

Board Member

Date



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

GENERAL MANAGER
Clint Dilley, P.E.

January 5, 2023

Marisa Egbert, Project Funding Section Manager
Utah Division of Water Resources
PO Box 146201
Salt Lake City, UT 84114
801-403-8077 (marisaegbert@utah.gov)

Subject: ARPA Grant Application – Secondary Metering

Marisa Egbert,

The estimate of the cost to install secondary water meters on 700 connections within Magna Water District is as follows:

SECONDARY WATER METER COST ESTIMATE

Description	Quantity	Unit Cost	Unit	Amount
3/4-inch meter	1,000	\$450	LF	\$450,000
Meter Installation	1,000	\$50	EA	\$50,000
			Subtotal	\$500,000

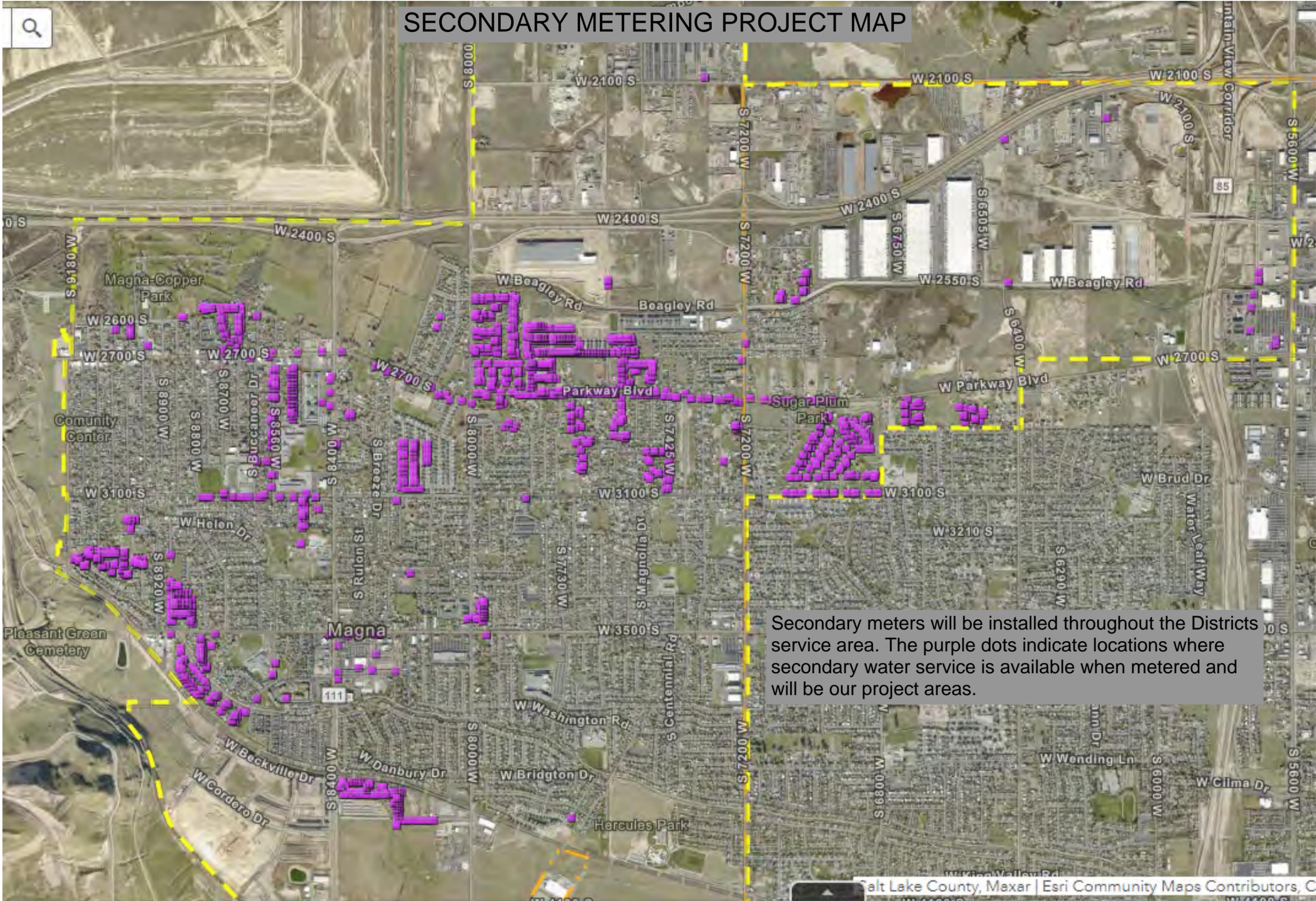
The associated costs are based on current meter pricing and installation cost.

If you have any questions or concerns, please contact me at 801-250-6279.

Sincerely,

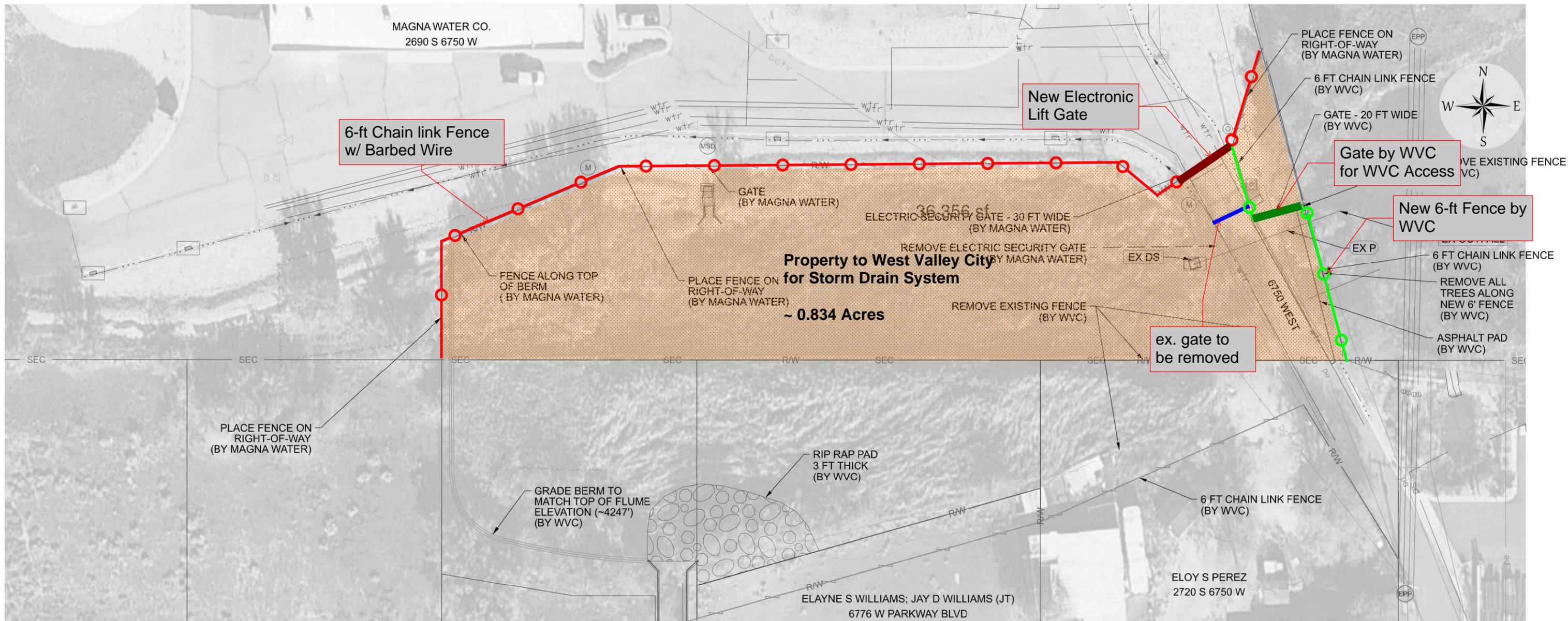
Trevor Andra, P.E.
Magna Water District
District Engineer

SECONDARY METERING PROJECT MAP



Secondary meters will be installed throughout the Districts service area. The purple dots indicate locations where secondary water service is available when metered and will be our project areas.

PROPERTY SALE



6-ft Chain link Fence w/ Barbed Wire

New Electronic Lift Gate

Gate by WVC for WVC Access

New 6-ft Fence by WVC

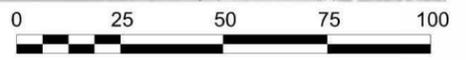
ex. gate to be removed

MAGNA WATER CO.
2690 S 6750 W

**Property to West Valley City
for Storm Drain System**
~ 0.834 Acres

ELOY S PEREZ
2720 S 6750 W

ELAYNE S WILLIAMS; JAY D WILLIAMS (JT)
6776 W PARKWAY BLVD



WATER PRODUCTION

Water Production Report & Callout Report

December 2022

Water Production Summary

The culinary water production for December was 86.78 million gallons or 266.32-acre feet, a 13.9% decrease from 2021. Year to date production was 1,696.86 million gallons or 5,207.84-acre feet, a 3.68% decrease from 2021.

We have purchased 788.73-acre feet of water from Jordan Valley Water as of December 2022. Due to the repair of JWCD that caused Magna Water to disconnect from their system, the District came in 11 acre-feet low on the contract. JWCD is allowing the District to take 11 acre-feet in 2023.

Callout Report – Water and Wastewater Combined

Total number of call outs - 13 Total Hours – 61

2 – Mainline Leaks

11 - Miscellaneous

Summary Of Water Deliveries
MAGNA WATER DISTRICT
System # 18014
Dec-22

Source	Month's Deliveries (AF)		Change %	Current Month's Gall	Deliveries YTD (AF)		Change %	YTD Gallons
	2022	2021			2022	2021		
CULINARY WATER								
Well Sources Barton and Haynes	241.40	270.72			5,027.37	5,211.21		
To Waste	29.61	30.98			609.97	604.19		
Total Finished Blend EDR	208.40	237.94			4,419.11	4,599.69		
JVWCD Magna Reading	57.82	65.23			769.23	800.52		
JVWCD	57.92	65.40			788.73	799.79		
Total Culinary Water	266.32	303.34	-13.90%	86,774,513	5,207.84	5,399.48	-3.68%	1,696,860,092
SECONDARY WATER								
Irrigation Well #1	-	-			3.70	162.22		
Irrigation Well #2	-	-			151.49	165.73		
Irrigation Well #3	-	-			44.41	73.69		
High Zone (secondary)	-	-			141.65	151.89		
Low Zone (secondary)	-	-			424.26	262.76		
Total secondary Usage	-	-	#DIV/0!	-	765.51	816.29	-6.63%	249,424,592
Total Production of Water	266.32	303.34	-13.90%	86,774,513	5,973.35	6,215.77	-4%	1,946,284,684

* EDR Blend + Total Secondary + JVWCD = Total Production

DECEMBER CALL OUTS

Dept.	Employee	Date	Hours	Description
WATER	BOB BATT	12/6/2022	3	MAINLINE LEAK, 7720 W 2820 S
WATER	STEVE CLARK	12/6/2022	3	MAINLINE LEAK, 7720 W 2820 S
WATER	ROB JATERKA	12/2/2022	3	SNOW REMOVAL
		12/3/2022	4	MAINLINE, 3000 S 8700 W
		12/6/2022	3	MAINLINE LEAK, 7720 W 2820 S
WATER	JUSTIN LONG	12/3/2022	3	MAINLINE, 3000 S 8700 W
		12/8/2022	3	SNOW REMOVAL
WATER	SPENCER SIMONS	12/3/2022	3	MAINLINE, 3000 S 8700 W
WATER	MATT SKOGERBOE	12/3/2022	3	MAINLINE, 3000 S 8700 W
		12/10/2022	3	TURN ON JORDAN VALLEY WATER
WATER	LONNIE THOMPSON	12/6/2022	3	MAINLINE, 7720 W 2820 S
SEWER	SCOTT BECK	12/11/2022	3	CLARIFIER #1 FAIL TO START
		12/13/2022	3	CLARIFIER #2 FAIL TO START
		12/24/2022	3	PROXIMITY SWITCH ON SCREW PRESS REPLACED, INSTALLED NEW SPROCKET
WATER	PAUL BIRD	12/15/2022	3	SNOW REMOVAL
WATER	CLINT GILES	12/12/2022	3	LEAK AT HOME, 7055 W ARABIAN
WATER	MIKE HARMS	12/17/2022	3	CUSTOMER LEAK, 2668 S SINDBAD WAY. WATER SOFTENER PROBLEM, 3028 S HORSE RD
		12/18/2022	3	SETTER LEAK, COLD SIDE, 8078 W WESTBURY DR
SEWER	CHET DRAPER	12/24/2022	3	PROXIMITY SWITCH ON SCREW PRESS REPLACED, INSTALLED NEW SPROCKET
WATER	CONNOR MCREYNOLDS	12/22/2022	3	BROKEN MANHOLE COLLAR, REMOVED PIECES & PUT IN COLD PATCH, 3184 S 8400 W

Total Callout Hours	61
Total Callouts	13
Total Water/EDR Hours	49
Total # of Water Callouts	10
Total WWTP Hours	12
Total WWTP Callouts	3

LEAKS

Date	Address	Hours	Mainline/Service
12/3/2022	3000 S 8700 W	13	MAINLINE
12/6/2022	7720 W 2820 S	12	MAINLINE
TOTAL		25	

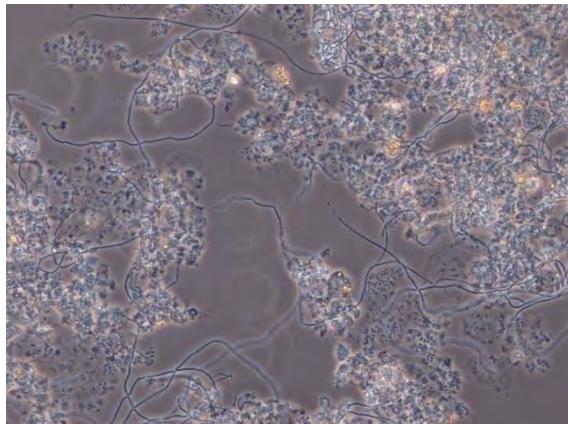
WASTEWATER

The microscope is an important part of running any wastewater treatment system and can provide the operator with a real-time view of their biomass. Plants all over the world use the microscope to help them run their system and can use those observations to handle a potential problem before it reaches the outfall. The operator does not need to be a trained microbiologist to understand what they are seeing only to have the ability to recognize the subtle differences in the microlife. This one piece of equipment can mean the difference between a violation and continued operation within your permit limit.

There are **various differences between microscopes and it's important to realize that even** though they may provide the same level of magnification the **microscope's** ability to provide **adequate resolution will make a world of difference.** A typical "brightfield" microscope will provide a picture similar to Fig.1 while a phase contrast microscope (highly recommended) will provide the image in Fig. 2.



(WWTP's current View)



(Upgraded view)

The phase contrast microscope will provide the operator with a much cleaner view of the filament presence, if any, and the floc structure as opposed to the Brightfield microscope. It will also reduce the amount of time an operator needs to look under the scope. There are numerous other benefits concerning the biomass that are important to recognize, however unless you are familiar with biological wastewater treatment, it would be difficult to understand. These include filament cell shape, zoogloea, inter-floc bridging, open-floc **structure, hyphomicrobium, etc...**

There are numerous manufacturers of good reliable phase contrast microscopes and just as many price differences, but the importance of phase contrast cannot be understated. LMC does not sell microscopes and we do not receive compensation for recommending them. We simply understand the importance and benefit to the operator.

If your plant needs particular recommendations on the minimum microscopic equipment needed, **please let me know and I'll be happy to provide further details.**

Regards
Steven C. Leach
Leach Microbial Consulting steve@leachmicros.com

CONTROLLER

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	3/21/2022	3/31/2022	3/31/2023
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	4/5/2022	3/31/2022	3/31/2023
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		February	Feb-24
Proper Notice of Public Meetings	Ongoing	at least 24 hours before public Meeting date and time	Ongoing
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		January 31	1/31/2023
File statement with Division of Corporations re: receipt of notice of claim		January 2022	
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" <small>(b) Subject to Subsection (3)(3), a board of trustees shall:</small> <small>(i) adopt rules of order and procedure to govern a public meeting of the board of trustees;</small> <small>(ii) conduct a public meeting in accordance with the rules of order and procedure described in Subsection (3)(b)(i); and</small> <small>(iii) make the rules of order and procedure described in Subsection (3)(b)(i) available to the public:</small> <small>(A) at each meeting of the board of trustees; and</small> <small>(B) on the local district's public website, if available</small>	ongoing	ongoing	ongoing
Annual Employee Training Sexual Harassment Tuition Assistance Program Fraud Awareness Training	8/31/2022	Annually within 90 calendar days	3/31/2023
Annual Trustee Training Open and Public Meetings Act Utah Public Officers' and Employees' Ethics Act	Nov-22 Nov-22	Annually Annually	
New Trustee Special and Local District training Course	6/28/2022	Within one year of Office	2023
Conflict of Interest Annual certification		Annually withone 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 Webiste, District website, and district office and within three business days after holding an open meeting, make an	Ongoing		Ongoing
Review Insurance/Bonding Requirements	Nov-21	Annually	2023
Review Fund Balance Limitation		Annually	2023

HR REPORT

Performance Appraisal/Goals

The foundation of Magna Water District's performance management program are the Performance Goals and Expectations; the standards which are measurable, and which promote a clearer understanding of responsibilities to customers, employees, and the organization. \$600 of the performance bonus will be based on company and employee goals and \$400 will be tied to performance expectations.

What is a Goal? A goal is specific, measurable outcome-oriented activity to which you commit your efforts.

What is an expectation? An expectation is a specific, measurable, minimum standard of performance to which you commit your efforts.

What is the difference?

- Goals are either achieved or they are not achieved. Expectations may be met or exceeded at varying levels of performance.
- Goals are time bound. Expectations are continuous.
- Goals link activity to outcome, expectations link activity to a minimum standard.

What part of performance expectation evaluations can remain objective? Violation of these at any portion of performance year can lead to loss of a portion to all the \$400 performance bonus. All infractions must be documented.

- Refusal of an employee to train or be trained
- Refusal to use required safety equipment or repeated violation of safety rules
- Poor Attendance
- Insubordination
- Unwillingness to correct performance deficiencies when addressed by management or leads
- Actions unbecoming of Magna Water District's Culture
 - Obscene or abusive language or malicious gossip
 - Threatening, intimidating, harassing, or coercing fellow employees
 - Engaging in conduct toward, or communications with, customers, Trustees, management, fellow employees, contractors, consultants, or the general public that is, belligerent, hostile, or argumentative conduct

How to Set Objectives for the Next Quarter: Make sure goals are in line with your staff member's career path and tie into your organization's initiatives. If your employee has future plans of advancing into a management role, for example, then objectives should be geared toward acquiring the skills needed for that type of position. Discuss options for seminars, classes, or other professional development. Your employees should leave the review with clear-cut goals for the next quarter. Now that the goals will be set quarterly, help them understand that if there is a larger goal, they can use these shorter goals as a roadmap to success for their long-term goal.

There will be quarterly check-ins to give feedback, check on employee goals and set a goal for the next quarter. All fourth quarter goals will need to be completed by Oct. 31st and Managers must have the evaluation ready for board review by Nov. 15th

Deliver Negative Feedback Effectively: Discussing an individual's weaknesses in a constructive way can be quite a challenge. To smooth the conversation, give examples of how to improve in specific areas. This keeps employees optimistic about future success. Be sure to comment on your team members' positive attributes as well. Encouragement is the best incentive for improvement.

Reinforce Company Values: Employees who are clear about expectations and how their daily contributions tie to the company's goals are the most successful in their jobs. Discuss key business objectives during the appraisal process to help clarify staff members' roles and how their work fits into your firm's big picture.

Consider a Self-Evaluation: You may want to ask your staff to assess their own strengths and weaknesses prior to their review. This not only gives them an opportunity to examine their performance and career path, but also provides you with insight into their perceptions and goals. Of course, some employees may feel awkward completing a self-evaluation because they are worried about rating themselves too highly or too harshly. To help staff members feel more at ease, let them know that any discrepancies can be discussed during the review.

Keep the Tone Conversational: Schedule a personal meeting with each employee and be sure to budget enough time to engage in a two-way dialogue on all topics that need to be covered.

Employee evaluations are a fantastic opportunity for opening the lines of communication and learning what motivates your team members. With the right approach, they can be meetings both you and your staff look forward to attending.

DELGADO & SONS



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

GENERAL MANAGER
Clint Dilley, P.E.

January 4, 2023

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

Subject: Delgado & Sons Trucking Facility – Water & Sewer Availability

Clint,

We have completed our preliminary review of the Delgado & Sons development located at 6311 W. SR-201 South Frontage Road. 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 located in SR-201 South Frontage Road, along the north frontage of the proposed development.
- SEWER** Sewer service is available near the development. There is a 12-inch sanitary sewer line located in SR-201 South Frontage Road, along the north frontage of the proposed development.
- SEC WATER** Secondary water service is not currently available to the development.

RECOMMENDATIONS

- WATER** Connect to the existing 16-inch water line in SR-201 South Frontage Road and extend required water service to the proposed development.
- SEWER** Connect to the existing 12-inch sanitary sewer line located in SR-201 South Frontage Road and extend required sewer service to the development.
- SEC WATER** Magna Water District has implemented a secondary water dry-line policy for all new developments approved after April 10, 2001. All new developments involving the development of outdoor watering area are required to install a secondary dry-line. This development will be required to install a 10-inch dry lines along the property frontage. In addition, a dry service lateral(s) shall be extended to the site off of the main for future connection.

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

STANTEC

Attached to and forming part of the MASTER AGREEMENT

BETWEEN:

MAGNA WATER DISTRICT

(hereinafter called the "CLIENT")

- and -

STANTEC CONSULTING SERVICES INC.

(hereinafter called "STANTEC")

EFFECTIVE: January 24, 2023

This TASK ORDER is issued under the **MASTER SERVICES AGREEMENT** (dated January 25, 2022) between STANTEC CONSULTING SERVICES INC. ("STANTEC") and MAGNA WATER DISTRICT ("CLIENT") for Services to be provided by STANTEC on the Magna WRF Influent project ("Project"), as more fully described below. This Task Order is incorporated into and part of the Master Services Agreement.

The CLIENT's representative shall be: Clint Dilley, General Manager.

SERVICES: STANTEC shall perform the following SERVICES:

Magna WRF Influent Project as outlined in the attached documents.

(hereinafter called the "SERVICES")

CONTRACT TIME: Commencement Date: January 24, 2023

Estimated Completion Date: December 31, 2023

CONTRACT PRICE: Subject to the terms below, CLIENT will compensate STANTEC as follows:

Lump sum fee as outlined in the attached documents.

An eight percent (8%) flat rate disbursement (FRD) recovery charge will be applied to the Stantec fees to cover miscellaneous project expenses, internal incidental printing, copying and plots, film, CDs and report materials; communications expenses (e.g., faxes, office and mobile phones, blackberries, pagers, and other devices); office expenses (e.g., postage, couriers, equipment, common software and other supplies); staff local mileage/kilometrage; and archive maintenance. As this is a FRD, no supporting document will be provided with invoices.

Project specific charges, such as subconsultants; travel, accommodations and meals; project-specific printing of deliverables; consumables; usage charges for specialized field equipment and company-owned, leased or rented project vehicles; external testing lab charges and other external services charges; specialized computer software costs; and other significant project-specific expenses will be invoiced in addition to labor fees and to the FRD.

Where not stated as being included in the fees, project specific subconsultant, contractor, lab and other similar third party charges will be charged as invoiced to STANTEC with a ten percent (10%) markup.

Unless otherwise noted, the fees in this agreement do not include any value added, sales, or other taxes that may be applied by Government on fees for services. Such taxes will be added to all invoices as required.

Where the SERVICES or services conditions change, STANTEC shall submit to the CLIENT in a timely manner, documentation of the revisions to this Task Order adjusting the Contract Services Time and Price as required.



MASTER SERVICES AGREEMENT -
TASK ORDER

Unless otherwise specified, charges for SERVICES are based on STANTEC'S hourly billing rate table ("Rate Table"), attached hereto. The Rate Table is subject to escalation from time to time.

**ADDITIONAL
CONDITIONS:**

The following additional conditions shall be read in conjunction with and constitute part of this Task Order:

No additional conditions.

**ADDITIONAL
ATTACHMENTS:**

The following additional attachments shall be read in conjunction with and constitute part of this Task Order:

Scope, fee and schedule as attached.

**INSURANCE
REQUIREMENTS:**

Before any services are provided under this agreement, STANTEC shall procure, and maintain in effect during the term of this agreement, insurance coverage in amounts and on terms not less than set forth below.

General Liability: Commercial general liability insurance for personal and bodily injury, including death, and property damage in the amount of \$1,000,000 each occurrence and not less than \$2,000,000 in the aggregate.

Automobile Liability: Automobile liability insurance for bodily injury, including death, and property damage in the amount of \$1,000,000 each occurrence.

Professional Liability: Professional liability insurance for damages incurred by reason of any negligent act, error or omission committed or alleged to have been committed by STANTEC in the amount of \$1,000,000 per claim and in the aggregate.

Workers' Compensation: As prescribed by applicable law.

Certificates: Upon request, STANTEC shall provide certificates of insurance evidencing coverage required above. Each certificate shall provide that the coverage therein afforded shall not be cancelled except with thirty (30) days prior written notice to the CLIENT.

MAGNA WATER DISTRICT

Clint Dilley, General Manager

Print Name and Title

Per: _____

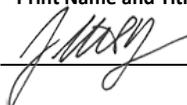
Print Name and Title

Per: _____

STANTEC CONSULTING SERVICES INC.

J. Clinton Rogers, Vice President

Print Name and Title

Per: _____


Print Name and Title

Per: _____

Scope of Work for Wastewater Influent Project
Magna Water District

Project Description

Magna Water District (MWD) is looking to improve the influent side of their existing wastewater treatment facility. Influent flows were previously to be split between an older West Headworks and newer East Headworks, but the equipment in the West Headworks is no longer serviceable and all flows are bypassed to the East Headworks. Bypassing to the East Headworks results in hydraulic back-ups to the collection system as a result of how the flow is diverted and because the influent pumps in the East Headworks are too small for current peak hour flows.

The recommendations of a WWTP Influent Project Study completed in December 2021 include constructing a new stand-alone Influent Pump Station located at an elevation that prevents hydraulic back-ups to the trunk sewers, increasing the capacity of the intermediate pump station located inside the East Headworks, and constructing a new Grit Washing Building. This new Influent Pump Station should be sized for 6 million gallons per day (MGD) initially but designed such that it can be easily expanded to a capacity of 8 MGD (projected 2060 peak hour flows). A new Grit Washing Building is required before complete abandonment of the West Headworks is possible. Required upgrades are shown in the figure below.



Figure 1: Possible Upgrade Layout

The purpose of this document is to serve as a scope of work for the design phase of the Magna Influent Project. For this project, the Stantec and Bowen Collins and Associates (BC&A) team, will provide project management, assist with pre-selection of needed equipment, deliver 50 percent, 90 percent, and final design submittals, and provide project permitting and bidding assistance.

Project Management Task

Stantec's project management tasks include project administration, creation of a project implementation plan (PIP), staff coordination, subcontractor management, project progress and budget monitoring, billing, and office support services to manage the project. Stantec assumes these services will be required throughout the duration of the project with monthly progress billing and project status reports.

Pre-Design Task

The pre-design task will include a project kickoff meeting, preparation of pre-selection specifications, site visits to see similar equipment, and data gathering including surveying and geotechnical analysis. Pre-selection of the screw pumps, grit washers, and any long lead electrical items will help define project schedule and cost, and allow the design of new facilities to be customized to the equipment.

Specific deliverables under this task include:

- Conduct a kickoff meeting to discuss project objectives and schedule and gather information. Prepare minutes of meeting discussion items and decisions.
- Meet in St George to tour screw pump installation and grit washing equipment. Prepare minutes of meeting discussion items and lessons learned.
- Prepare draft pre-selection equipment specifications package (electronic pdf) for MWD review and conduct a review meeting to receive MWD comments. Prepare minutes of meeting discussion items and decisions.
- Prepare final pre-selection equipment specifications package (electronic pdf) for publication on MWD website.
- Support MWD with written responses and/or bid addenda during request for proposal (RFP) period for equipment pre-selection.
- Evaluate proposals received and provide MWD with award recommendations for required equipment.
- Attend and conduct a virtual project introduction meeting with Utah Department of Water Quality (DWQ) staff. Prepare minutes of meeting discussion items and decisions.

Assumptions

- MWD will advertise RFP on their website, manage communication to suppliers during RFP period, and receive and conduct bid opening.
- MWD will preselect equipment and assign the procurement contracts to a General Contractor for installation. Preselection will occur for equipment with long lead times and/or custom footprints.

Design Task

The purpose of this task is to prepare the construction drawings and specifications necessary for bidding by general contractors. Drawings, specifications, and design calculations will be submitted to DWQ as required for a construction permit. A list of needed drawings and specifications for this project are included in Attachment A.

The Stantec Team will conduct design review workshops at 50 percent and 90 percent (drawings and specs) stages of completion and prepare a final set of construction drawings and specifics for submission to DWQ and project bidding. Minutes of the review meeting discussion items and decisions will be prepared after each review workshop. Additionally, an internal quality assurance and quality control (QA/QC) check will be conducted at each of these review milestones.

Specific deliverables under this task include:

- Provide a 50 percent review set (electronic pdf, drawings only) for MWD review and conduct a project review meeting. Prepare minutes of meeting discussion items and decisions.
- Provide a 90 percent review set (electronic pdf, drawings and specifications) for MWD review and conduct a project review meeting. Prepare minutes of meeting discussion items and decisions.
- Provide electronic copies (pdf) of final construction drawings, specifications, and design calculations.

Assumptions

- DWQ permitting support will include virtual project introduction meeting at 50% and submission of Final drawings, specifications, and design calculations will for a construction permit.
- Salt Lake County permitting support will include a virtual project introduction meeting at 50% and submission of Final drawings, specifications, and design calculations. It is assumed as well that Salt Lake County will require geotechnical borings under each new structure (influent pump station and grit washing facility).
- Environmental assessment not required for this project.
- Design Engineer to subcontract for surveying work.
- MWD to contract for geotechnical analysis and report.
 - Geotechnical borings (two) and report required to obtain Salt Lake County approval for this project.
- Electronic 50 and 90 percent review sets and in-person review meetings.
- Electronic final drawings and specifications to the MWD for bidding.
- MWD will advertise RFP on their website, manage communication to general contractors during RFP period, and receive and conduct bid opening.

Bid Phase Task

During the bid process, the Stantec Team will support MWD in obtaining bids from and selecting a qualified general contractor to do the work, through the following activities:

- Attend and conduct a mandatory pre-bid meeting with general contractors interested in bidding on the work
- Respond to questions about the work through the issuance of an addendum to the construction documents (assume no more than 3 addenda required)
- Attend formal bid opening meeting, assist MWD in review of bidding documents received, and prepare a summary of bids received for MWD Board of Trustees.

Additional Assumptions:

- Manufacturer supplied equipment package and design drawings will be developed concurrently.
- Participation by SKM in design reviews will occur under their current on-call contract with MWD.
- MWD reviews are assumed at two weeks.
- Stantec Team will use the same equipment tagging conventions, CAD standards, and specification formats that were used for the Reuse Project for this deliverable.

- Stantec Team shall be entitled to reasonably rely upon the information and data provided by City or obtained from generally acceptable sources within the industry without independent verification except to the extent such verification is expressly included in the Scope of Services.
- In preparing the opinion of probable construction cost, Stantec Team has no control over costs of labor, materials, competitive bidding environments and procedures, unknown field conditions, financial and/or market conditions or other factors that can affect the cost of construction and the operation of the facilities, all of which are beyond the Consultant's control and are unavoidably in a state of change. It is therefore acknowledged that the Consultant cannot and does not make any warranty, promise, or representation either expressed or implied, that proposals, bids, opinions of probable construction costs, or costs of operation and maintenance will not vary substantially from its probable construction cost.
- Estimate includes expenses at cost and mileage is charged based on current IRS Rate.
- Current scope of work does not include construction management support, but these services can be added by task order after award of project to a general contractor

Schedule

See Attachment B.

Fee

See Attachment C.



Attachment A

Pre-Procurement Specifications, Construction Drawings, and Specifications needed for the Project

Proposed Spec List for Equipment Pre-Selection	
PART A: CONTRACT REQUIREMENTS	
DIVISION 00 – PROCUREMENT AND CONTRACTING REQUIREMENTS	
00 11 10	Invitation to Bid
00 20 00	Instructions to Bidders
00 31 00	Procurement Bid Evaluation
00 31 00	Attachment A
00 41 00	Bid Form (Submit Separate)
00 43 00	Bid Bond (Penal Sum)
00 51 00	Notice of Award
00 52 00	Agreement
00 55 00	Notice to Proceed
00 55 10	Notice to Commence Fabrication
00 61 00	Performance Bond
00 61 50	Payment Bond
00 70 00	General Conditions
00 80 00	Supplementary Conditions
PART B: TECHNICAL SPECIFICATIONS	
DIVISION 01 -- GENERAL REQUIREMENTS	
01 10 00	Summary of Work
01 11 80	Environmental Conditions
01 33 00	Submittal Procedures
01 73 24	Design Requirements for Non-Structural Components and Non-Building Structures
01 78 23	Operation and Maintenance Data
01 79 00	Owner Staff Training
DIVISION 26 – ELECTRICAL	
26 00 00	Electrical Work, General
26 05 10	Electric Motors
DIVISION 40 – PROCESS INTERCONNECTIONS	
40 91 00	Process Control and Instrumentation Systems
40 92 00	Control Panels
40 92 01	Control Panel Instrumentation
40 93 00	Plant Control Philosophy
40 95 10	PLC Based Control System Hardware



DIVISION 43– Process Gas and Liquid Handling Equipment	
43 22 27	Large Inclined Screw Pumps
43 25 06	Submersible Pumps
DIVISION 46 – WATER AND WASTEWATER EQUIPMENT	
46 23 63	Grit Washing Equipment



Estimated Drawing List

#	Type	Title	Responsible
1	General	Cover Page	Stantec
2	General	Drawing Index	Stantec
3	General	Symbols	Stantec
4	General	General Notes	Stantec
5	General	Process Flow Diagram	Stantec
6	General	Design Criteria	Stantec
7	General	Hydraulic Profile	BC&A
8	Civil	General Notes and Symbols	BC&A
9	Civil	Overall Site Plan	BC&A
10	Civil	Excavation plan	BC&A
11	Civil	Grading and Paving Plan I	BC&A
12	Civil	Grading and Paving Plan II	BC&A
13	Civil	Yard Piping Plan I	BC&A
14	Civil	Yard Piping Plan II	BC&A
15	Civil	Yard Piping Profiles I	BC&A
16	Civil	Yard Piping Profiles II	BC&A
17	Civil	Yard Piping Profiles III	BC&A
18	Civil	Typical Details I	BC&A
19	Civil	Typical Details II	BC&A
20	Architectural	General Notes and Symbols	Stantec
21	Architectural	Grit Building Plan	Stantec
26	Architectural	Grit Building Elevations	Stantec
26	Architectural	Grit Building Roof Plan	Stantec
27	Architectural	Typical Details I	Stantec
29	Structural	General Notes and Symbols	Stantec
30	Structural	Influent Pump Station Foundation Plan	BC&A
31	Structural	Influent Pump Station Floor Plan	BC&A
32	Structural	Influent Pump Station Roof Plan	BC&A
33	Structural	Influent Pump Station Sections and Details	BC&A
34	Structural	Influent Pump Station Sections and Details	BC&A
35	Structural	Influent Pump Station Sections and Details	BC&A
36	Structural	Grit Building Foundation Plan	Stantec
37	Structural	Grit Building Floor Plan	Stantec
38	Structural	Grit Building Sections and Details	Stantec
41	Structural	Typical Details I	Stantec
43	Mechanical	General Mech Symbols	Stantec
44	Mechanical	Pipe Schedule	Stantec



45	Mechanical	Valve and Equipment Schedule	Stantec
46	Mechanical	Influent Pump Station Plan I	BC&A
47	Mechanical	Influent Pump Station Plan II	BC&A
48	Mechanical	Influent Pump Station Plan III	BC&A
49	Mechanical	Influent Pump Station Sections and Details	BC&A
50	Mechanical	Influent Pump Station Sections and Details	BC&A
51	Mechanical	Influent Pump Station Sections and Details	BC&A
52	Mechanical	Grit Building Plan	Stantec
53	Mechanical	Grit Building Sections and Details	Stantec
54	Mechanical	Grit Building Sections and Details	Stantec
55	Mechanical	Intermediate Pump Station Mods Plan	Stantec
56	Mechanical	Intermediate Pump Station Mods Sections	Stantec
57	Mechanical	Intermediate Pump Station Mods Sections	Stantec
58	Mechanical	Typical Details I	Stantec
59	Mechanical	Typical Details II	Stantec
60	HVAC	General Mech Symbols	Stantec
61	HVAC	Grit Building Plan	Stantec
62	HVAC	Grit Building Sections and Details	Stantec
63	HVAC	Typical Details I	Stantec
64	HVAC	Typical Details II	Stantec
65	Electrical	General Notes and Symbols	Stantec
66	Electrical	General Notes and Symbols	Stantec
67	Electrical	Abbreviations	Stantec
68	Electrical	Electrical Site Plan	Stantec
69	Electrical	Influent Pump Station Plan I	Stantec
70	Electrical	Influent Pump Station Sections and Details	Stantec
71	Electrical	Grit Building Plan	Stantec
72	Electrical	Grit Building Sections and Details	Stantec
73	Electrical	Intermediate Pump Station Mods Plan	Stantec
74	Electrical	Intermediate Pump Station Mods Sections	Stantec
75	Electrical	Existing MCC H One-Line Diagram	Stantec
76	Electrical	Existing MCC H Elevation	Stantec
77	Electrical	New Influent PS MCC One-Line Diagram	Stantec
78	Electrical	New Influent PS MCC Elevation	Stantec
79	Electrical	Schematics	Stantec
80	Electrical	Panel and Lighting Schedule	Stantec
81	Electrical	Conduit Development	Stantec
82	Electrical	Conduit Schedule	Stantec
83	Electrical	Typical Details I	Stantec



84	Electrical	Typical Details II	Stantec
85	Instrumentation	Symbols and Abbreviations I	Stantec
86	Instrumentation	Symbols and Abbreviations II	Stantec
87	Instrumentation	Symbols and Abbreviations III	Stantec
88	Instrumentation	Symbols and Abbreviations IV	Stantec
89	Instrumentation	Sample Wiring Diagrams I	Stantec
90	Instrumentation	Sample Wiring Diagrams II	Stantec
91	Instrumentation	Control System Network Architecture	Stantec
92	Instrumentation	PLC Control Panel Elevation	Stantec
93	Instrumentation	PLC Control Panel Wiring	Stantec
94	Instrumentation	Influent Pump Station I	Stantec
95	Instrumentation	Influent Pump Station II	Stantec
96	Instrumentation	Grit Washing System I	Stantec
97	Instrumentation	Grit Washing System II	Stantec
98	Instrumentation	Grit Pumps	Stantec
99	Instrumentation	Grit Dewatering Units	Stantec
100	Instrumentation	Intermediate Pump Station Mods I	Stantec
101	Instrumentation	Intermediate Pump Station Mods II	Stantec
102	Instrumentation	Typical Details I	Stantec
103	Instrumentation	Typical Details II	Stantec
104	Instrumentation	Typical Details III	Stantec
105	Instrumentation	Typical Details IV	Stantec



Proposed Spec List for Project Bidding	
DIVISION 00 – BIDDING REQUIREMENTS	
00 00 30	Notice Inviting Bids
00 21 13	Instruction to Bidders
00 41 00	Bid Forms
00 52 13	Agreement
00 61 13	Performance Bond
00 61 16	Payment Bond
00 72 13	General Conditions
00 73 13	Supplementary General Conditions
DIVISION 01 – GENERAL REQUIREMENTS	
01 10 00	Summary of Work
01 14 00	Construction Constraints
01 29 00	Measurement and Payment
01 29 73	Schedule of Values
01 32 16	Construction Schedule
01 33 00	Contractor Submittals
01 33 17	Structural Design, Support and Anchorage
01 35 53	Site Security
01 41 60	Special Inspections
01 42 13	Abbreviations of Institutions
01 42 19	Reference Standards
01 45 00	Quality Control
01 48 00	Watertightness Test for Concrete Structures
01 50 00	Mobilization
01 50 10	Protection of Existing Facilities
01 51 00	Temporary Utilities
01 55 00	Site Access and Storage
01 57 19	Temporary Environmental Controls
01 58 13	Temporary Project Sign
01 60 00	Products, Materials, Equipment and Substitutions
01 74 20	Gravity Pipeline Testing
01 74 30	Pressure Pipe Testing
01 75 00	Equipment Testing and Plant Startup
01 77 00	Project Closeout
01 79 00	Owner Staff Training
01 93 00	Maintenance
01 95 00	Bid Allowances
01 95 10	Bid Alternates
01 95 20	Web Based Construction Document Management
DIVISION 02 – EXISTING CONDITIONS	
02 22 00	Site Condition Surveys
DIVISION 03 – CONCRETE	



Proposed Spec List for Project Bidding	
03 01 30	Concrete Repair and Rehabilitation
03 10 00	Concrete Formwork
03 15 00	Concrete Accessories
03 20 00	Concrete Reinforcement
03 30 00	Cast-in-Place Concrete
03 35 00	Concrete Finishing
03 39 00	Concrete Curing
03 41 00	Testing Concrete Structures for Watertightness
03 60 00	Grouting
DIVISION 04 - MASONRY	
04 10 00	Mortar and Grout
04 30 00	Reinforced Masonry Unit
04 72 00	Cast Stone Masonry
DIVISION 05 – METALS	
05 04 10	Hot-Dip Galvanizing
05 12 00	Structural Steel Framing
05 21 00	Steel Joist Framing
05 32 00	Steel Roof Decking
05 40 00	Cold-Formed Metal Framing
05 50 00	Miscellaneous Metalwork
05 51 00	Metal Stairs
05 52 50	Aluminum Handrails and Railings
05 53 00	Metal Gratings
DIVISION 06 – WOOD, PLASTICS, AND COMPOSITES	
06 60 00	Fiberglass Reinforced Plastic Fabrications
DIVISION 07 – THERMAL AND MOISTURE PROTECTION	
07 11 13	Bituminous Damp Proofing
07 14 00	Waterproofing
07 19 00	Water Repellents (Masonry)
07 21 00	Building Insulation
07 41 10	Metal Roof Panels
07 54 19	PVC Membrane Roofing
07 62 00	Sheet Metal Flashing and Trim
07 92 00	Joint Sealants - Architectural
07 92 13	Sealants and Caulking
DIVISION 08 - OPENINGS	
08 31 10	Access Doors and Frames
08 33 21	Insulated Aluminum Rolling Service Door
08 41 11	Aluminum Framed Windows
08 62 50	Tubular Skylights
08 71 00	Door Hardware
08 81 00	Glazing
DIVISION 09 – FINISHES	
09 91 00	Architectural Painting and Coating



Proposed Spec List for Project Bidding	
09 96 00	Protective Coating
DIVISION 22 - PLUMBING	
22 05 00	Common Work Results for Plumbing
22 05 23	General-Duty Valves for Plumbing Piping
22 05 53	Identification for Plumbing Piping and Equipment
22 07 00	Plumbing Insulation
22 11 16	Domestic Water Piping
22 11 23	Natural Gas Piping
22 13 19	Sanitary Waste Piping Specialties
22 14 23	Storm Drainage Piping Specialties
22 44 00	Plumbing Fixtures
DIVISION 23 - HVAC	
23 01 00	General Requirements for Plumbing and HVAC
23 05 00	Basic Plumbing and HVAC Materials and Methods
23 05 23	General Duty Valves for Plumbing Piping
23 05 48	Vibration and Seismic Controls for HVAC
23 05 53	Identification for Mechanical and Plumbing Piping Equipment
23 05 93	Testing, Adjusting, and Balancing for HVAC
23 07 00	HVAC and Plumbing Insulation
23 09 00	Instrumentation and Controls for HVAC
23 11 23	Facility Natural Gas Piping
23 31 13	Metal Ducts
23 34 23	Power Ventilators
23 37 13	Diffusers, Registers, and Grilles
23 37 14	Louvers and Vents
23 73 33	Indirect-Fired H&V Units
23 73 43	Evaporative Coolers
23 81 19	Self-Contained Air Conditioners
DIVISION 26 – ELECTRICAL	
26 00 00	Electrical Work, General
26 01 26	Electrical Tests
26 05 10	Electric Motors
26 05 15	Industrial Control Panels
26 05 19	Wire and Cabling
26 05 26	Grounding
26 05 33	Electrical Raceway Systems
26 05 36	Wiring Devices
26 05 43	Underground Raceway Systems
26 05 73	Protective Device Studies
26 29 00	Low-Voltage Motor Control Centers
26 29 23	Variable Frequency Drive Units



Proposed Spec List for Project Bidding	
26 50 00	Lighting
DIVISION 31 – EARTHWORK	
31 10 00	Site Preparation
31 23 00	Earthwork
31 23 19	Dewatering
31 32 19	Geotextiles
DIVISION 32 - EXTERIOR IMPROVEMENTS	
32 12 16	A.C. Pavement and Base
32 13 73	Pavement Joint Sealants
32 31 13	Chain Link Fencing and Gates
32 16 00	Driveways, Sidewalks, Curb, Gutters, Etc
32 90 01	Site Restoration
DIVISION 33 – UTILITIES	
33 05 01	HDPE Pipe and Fittings
33 05 07	PVC Pipe c900-905
33 05 16	Precast Concrete Manholes and Vaults
33 08 00	Gravity Piping Testing and Inspection
33 11 11	Steel Pipe
33 11 12	Steel Pipe Fabricated Specials
33 13 00	Water Pipeline Testing and Disinfection
33 13 01	Testing of Concrete Hydraulic Structures
33 41 03	Sanitary Sewer System
33 41 05	Ductile Iron Pipe and Fittings
DIVISION 40 – INSTRUMENTATION AND CONTROL FOR PROCESS SYSTEMS	
40 05 00	Piping, General
40 05 07	Pipe Supports
40 05 10	Mill Piping
40 05 23	Stainless Steel Pipe
40 05 41	Piping Expansion Compensation
40 05 50	Miscellaneous Valves
40 05 51	Valves, General
40 05 52	Valve and Gate Actuators
40 05 58	Stainless Steel Slide Gates
40 05 63	Ball Valves
40 05 64	Butterfly Valves
40 05 65	Valves for Pump Control and Check Service
40 73 13	Pressure Gauges
40 74 13	Resistance Temperature Devices
40 74 63	Temperature Transmitters
40 90 10	Control Strategies
40 91 00	Process Control and Instruments
40 91 02	In-Line Liquid Flow Measuring
40 91 06	Level Measuring
40 91 07	Level Detection

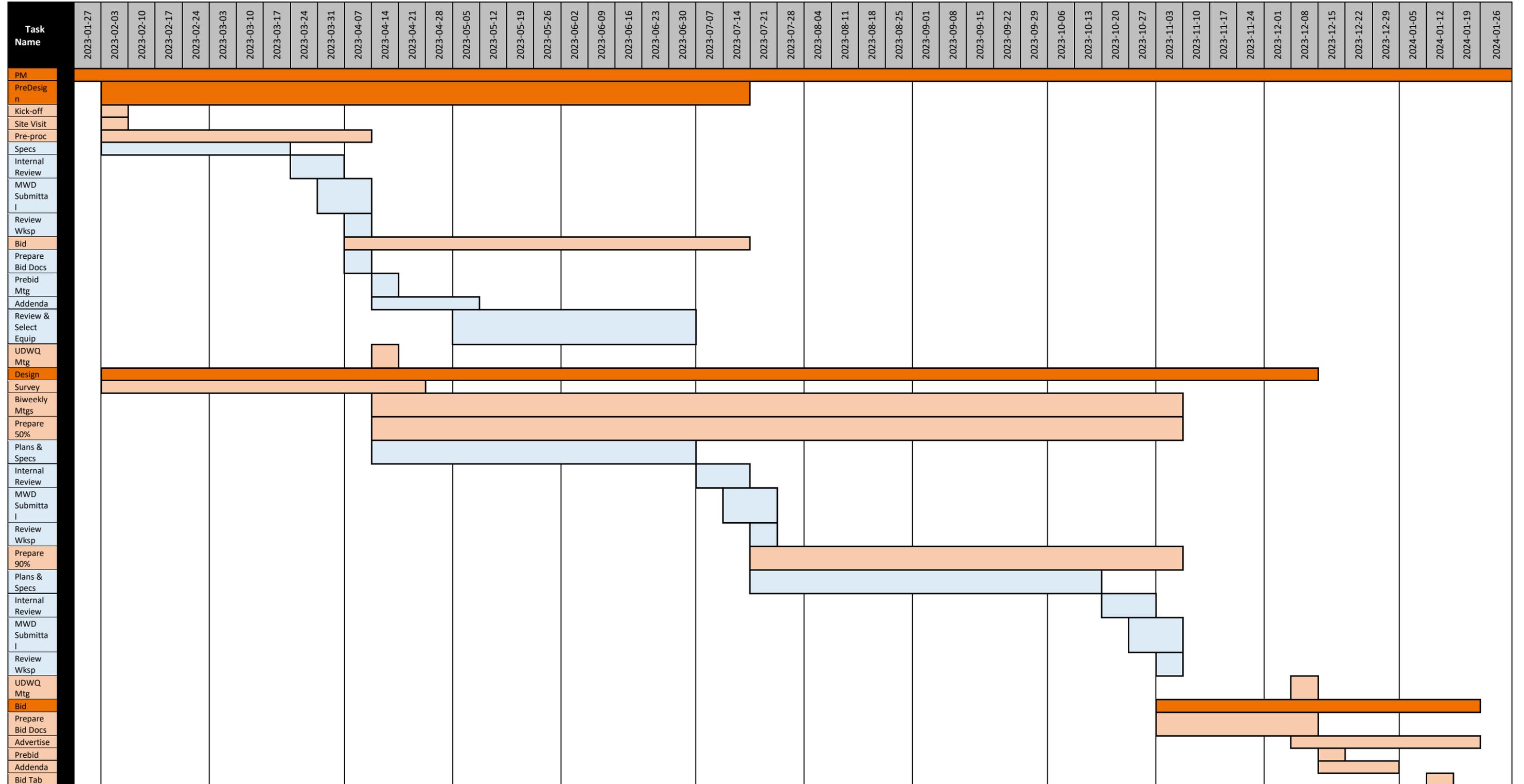


Proposed Spec List for Project Bidding	
40 91 08	Pressure Measuring
40 91 09	Pressure Detection
40 91 12	Process Monitoring
40 92 01	Control Panel Instrumentation
40 93 00	Plant Control Philosophy
40 95 10	PLC-Based Control System Hardware
40 95 13	Control Panels
40 95 20	PLC-Based Control Systems Software
DIVISION 41 – MATERIAL PROCESSING AND HANDLING EQUIPMENT	
41 05 02	Identification for Piping and Equipment
DIVISION 43 – GAS, LIQUID, AND STORAGE	
43 20 00	Pumps, General
DIVISION 46 – WATER AND WASTEWATER EQUIPMENT	
46 01 00	Equipment General Provisions



Attachment B: Project Schedule

The schedule below assumes notice to proceed is January 24, 2023. (Dates shown are the week ending Friday.)





Attachment C: Fee

Classification	Level 17	Level 16	Level 15	Level 13	Level 12	Level 10	Level 09	Level 08	Level 04	Level 03	Hours	Labor	BC&A	CRS	Subs	Expense	Total
	\$251	\$243	\$220	\$198	\$188	\$135	\$145	\$154	\$116	\$100							
Billing Rate																	
Units	53	44	453	83	119	288	121	13	207	212	1593		1149				2722
FEE	\$13,638.31	\$11,002.39	\$102,636.60	\$16,927.02	\$23,020.60	\$41,467.29	\$16,408.35	\$2,059.20	\$21,980.20	\$21,836.00		\$270,975.96	\$211,466.85	\$6,116.25	\$217,583.10	\$840.94	\$489,400
Task Name																	
PROJECT MANAGEMENT	0	20	0	0	0	0	0	13	0		33	\$7,058.06	\$10,258.50		\$10,258.50	\$0.00	\$17,316.56
PREDESIGN	21	8	5	0	11	9	14	0	0	0	68	\$13,617.60	\$21,817.95	\$0.00	\$21,817.95	\$630.94	\$36,066.49
Kick-off	4	0	2	0	2	2	2		0	0	12	\$2,340.00	\$2,275.35		\$2,275.35	\$210.32	\$4,825.67
Site Visit	4	0	0	0	2	0	2		0		8	\$1,630.00	\$7,856.10		\$7,856.10	\$210.32	\$9,696.42
Pre-procurement	3	6	2	0	1	5	0	0	0	0	17	\$3,607.68	\$7,543.20	\$0.00	\$7,543.20	\$0.00	\$11,150.88
Specifications	2	2	0	0	0	5	0		0	0	9	\$1,701.15	\$3,759.00		\$3,759.00	\$0.00	\$5,460.15
Internal Review	0	4	0	0	0	0	0		0		4	\$1,001.16	\$1,842.75		\$1,842.75	\$0.00	\$2,843.91
MWD Submittal		0										\$0.00	0		0	0	0
Review Workshop	1	0	2	0	1	0	0		0		4	\$905.37	\$1,941.45		\$1,941.45	\$0.00	\$2,846.82
Bid	2	2	1	0	4	2	10	0	0	0	21	\$3,584.40	\$2,919.00	\$0.00	\$2,919.00	\$0.00	\$6,503.40
Prepare Bid Documents	0	0	0	0	0	0	0		0		0	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00
Prebid Meeting	2	0	0	0	2	0	2		0		6	\$1,161.84	\$457.80		\$457.80	\$0.00	\$1,619.64
Addenda	0	0	1	0	0	2	0		0	0	3	\$504.70	\$890.40		\$890.40	\$0.00	\$1,395.10
Review and Select Equipment, submittals	0	2	0	0	2	0	8		0		12	\$1,917.86	\$1,570.80		\$1,570.80	\$0.00	\$3,488.66
UDWQ Meeting	8	0	0	0	2	0	0		0		10	\$2,455.52	\$1,224.30		\$1,224.30	\$210.30	\$3,890.12
DESIGN	26	16	380	65	104	255	96	0	175	188	1305	\$218,270.39	\$168,394.80	\$6,116.25	\$168,394.80	\$210.00	\$392,991.44
Survey	0	0	0	0	0	0	0		0		0	\$0.00	0	\$6,116.25	0	0	6116.25
Biweekly Meetings	12	4	33	3	12	19	12		0		95	\$18,703.77	0		0	0	18703.77
Prepare 50%	6	6	153	39	49	100	50	0	87.5	108	598.5	\$97,061.02	\$91,339.50	\$0.00	\$91,339.50	\$0.00	\$188,400.52
Plans and Specs	4	4	138	39	48	100	50		87.5	108	578.5	\$92,450.74	\$65,639.70		\$65,639.70	\$0.00	\$158,090.44
Internal Review	1	2	13	0	0	0	0		0		16	\$3,704.91	\$21,466.20		\$21,466.20	\$0.00	\$25,171.11
MWD Submittal	0	0	0	0	0	0	0		0		0	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00
Review Workshop	1	0	2	0	1	0	0		0		4	\$905.37	\$4,233.60		\$4,233.60	\$0.00	\$5,138.97
Prepare 90%	6	6	194	23	41	136	34	0	87.5	80	607.5	\$101,601.26	\$75,051.90	\$0.00	\$75,051.90	\$0.00	\$176,653.16
Plans and Specs	4	4	182	23	40	136	34		87.5	80	590.5	\$97,670.78	\$52,544.10		\$52,544.10	\$0.00	\$150,214.88
Internal Review	1	2	10	0	0	0	0		0		13	\$3,025.11	\$19,635.00		\$19,635.00	\$0.00	\$22,660.11
MWD Submittal	0	0	0	0	0	0	0		0		0	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00
Review Workshop	1	0	2	0	1	0	0		0		4	\$905.37	\$2,872.80		\$2,872.80	\$0.00	\$3,778.17
UDWQ Meeting	2	0	0	0	2	0	0		0		4	\$904.34	\$2,003.40		\$2,003.40	\$210.00	\$3,117.74
BID	6	0	68	18	4	24	11	0	32	24	187	\$32,029.91	\$10,995.60	\$0.00	\$10,995.60	\$0.00	\$43,025.51
Prepare Bid Documents	2	0	50	17	2	20	5		24	24	144	\$24,173.07	\$1,310.40		\$1,310.40	\$0.00	\$25,483.47
Advertise	0	0	0	0	0	0	0		0		0	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00
Prebid	2	0	0	0	0	0	0		0		2	\$517.06	\$915.60		\$915.60	\$0.00	\$1,432.66
Addenda	2	0	18	1	2	4	4		8	0	39	\$7,082.28	\$8,769.60		\$8,769.60	\$0.00	\$15,851.88
Bid Tab	0	0	0	0	0	0	2		0		2	\$257.50	\$0.00		\$0.00	\$0.00	\$257.50

EPIC

EXHIBIT "A"
PROJECT TASK ORDER NO. 2023-5
Magna Water District
2023 Culinary Waterline Replacements

MAGNA WATER DISTRICT requests EPIC ENGINEERING, PC to perform design under the terms of the existing general engineering services agreement dated March 10th, 2015, on this the 5th day of January, 2023, for the following scope of work:

2023 Culinary Waterline Replacements:

1. Topo survey of alignments
2. Design of replacement culinary waterlines in 8850 West & 9100 West
3. Design review meetings
4. Project plans and specifications
5. Engineer's estimate of construction costs
6. Project Bidding and Award services
7. Attend Pre-construction meeting
8. Coordinate project with Salt Lake County roads project
9. Coordinate material substitutions & lead times
10. Review & approve submittals
11. Review & respond to RFI's
12. Review & recommend change orders
13. Conduct progress meetings
14. Generate record drawings
15. Procure project close out documents
16. Conduct daily field inspections
17. Complete final inspection & project acceptance

The end results or product associated with this scope of work will include the following (if applicable):

1. Stamped Plans and Specifications
2. Record drawings
3. Daily inspection reports & photos
4. Project closeout documents

The proposed scope of work will be completed by December 31, 2023.

Engineering fees associated with the work will (check one):

- A) be performed for a lump sum of \$ 97,900.00 .
- B) be billed at an hourly rate, as set forth in attached Fee Schedule (Exhibit B), not to exceed without written consent \$ _____.
- C) be performed at the existing hourly rate as set forth in attached Fee Schedule.

IN WITNESS WHEREOF, the parties have executed this Project Task Order effective the date and year set forth above.

“Engineer”

**Epic Engineering, PC
A Utah Professional Corporation**

By: _____
**Don Olsen P.E.
Principal**

Date: _____

“Client/Owner”

Magna Water and Sewer District

By: _____
**Clint Dilley P.E.
General Manager**

Date: _____

EXHIBIT "B"

In consideration of the above Service(s), Client/Owner shall pay Epic compensation on a time basis in accordance with the following Fee Schedule:

EPIC ENGINEERING FEE SCHEDULE

<u>Job Description</u>	<u>Hourly Rate</u>
Principal	\$213.00
Associate	\$198.00
Senior Engineer	\$185.00
Project Manager	\$177.00
Project Engineer	\$150.00
Geologist	\$134.00
Senior Geotech Engineer	\$177.00
Geotech Engineer	\$134.00
Architect	\$208.00
Assistant Architect	\$136.00
Engineer w/P.E.	\$137.00
Engineer w/F.E.	\$125.00
Engineer Technician	\$ 91.00
Senior Planner	\$176.00
Planner	\$129.00
Intern Planner	\$ 91.00
Interior Designer	\$120.00
Design Tech	\$136.00
Sr. Cadd Technician	\$125.00
Cadd Tech	\$114.00
Junior Cadd Tech	\$101.00
Licensed Surveyor	\$160.00
Project Surveyor	\$142.00
Survey Office Tech	\$130.00
1 Man Survey Crew	\$160.00
2 Man Survey Crew	\$217.00
3 Man Survey Crew	\$262.00
Construction Manager	\$188.00
BIM Specialist	\$150.00
Special/Building Inspector	\$114.00
Sr. Engineering Inspector	\$106.00
Sr. Field Technician	\$ 96.00
Field Technician	\$ 77.00
Material Technician	\$ 86.00
Clerical	\$ 77.00
Finance Charge	18%

Copies :

- A. B&W 8½ X 11
\$ 0.18 per printed page
- B. Color 8½ X 11
\$ 0.57 per printed page
- C. B&W 11 X 17
\$ 0.24 per printed page
- D. Color 11 X 17
\$ 1.15 per printed page
- E. Regular 24 X 36
\$ 3.50 per sheet
- F. Velum 24 X 36
\$ 12.00 per sheet
- G. Mylar 24 X 36
\$ 30.00 per sheet
- H. Regular 34 X 44
\$ 12.50 per sheet
- I. Velum 34 X 44
\$ 24.00 per sheet
- J. Mylar 34 X 44
\$ 60.00 per sheet

Note: Irregularly sized paper will be round up to the next size

Shipping & Contract Services are billed at cost plus 10%.

Indirect Expenses

Rate

Mileage \$ 0.72 per mile*

*Mileage rate will be adjusted according to IRS mileage reimbursement rate.
(Fee Schedule applicable through December 31, 2023)

MAGNA WATER DISTRICT

Scope of Work and Budget Analysis
2023 CULINARY WATERLINE REPLACEMENTS - DESIGN, BIDDING, & CM

Prepared by Epic Engineering P.C.

1/4/2023

Design Cost: \$97,900.00



Task No.	Description	Hours	Cost	Principal Engineer	Project Manager I	Engineer P.E. II	Engineer F.E. I	Engineer Technician	Sr. Eng. Inspector	Clerical	Equipment & Other Direct Costs
				\$213.00	\$177.00	\$142.00	\$125.00	\$91.00	\$106.00	\$77.00	
100	Survey										
101	Topographical survey	3.5	\$6,480.50		0.5	1.0	2.0				\$ 6,000.00
	<i>SUB-TOTAL</i>	3.5	\$6,480.50	0.0	0.5	1.0	2.0	0.0	0.0	0.0	
	<i>Indirect Costs</i>		\$319.50								
	<i>TOTAL for Task 100</i>		\$6,800.00								
200	Civil Design										
201	Contract administration	3.0	\$567.00	1.0	2.0						
202	Kickoff meeting & workload coordination	10.0	\$1,597.00	1.0	4.0	3.0	2.0				
203	Utility mapping & BlueStakes coordination	4.0	\$517.00			1.0	3.0				
204	SL County paving coordination	6.0	\$922.00		2.0	4.0					
205	Cover Sheet, Vicinity Map, & Index drawing	10.5	\$1,372.50		0.5	2.0	8.0				
206	General Notes drawing	8.5	\$1,122.50		0.5	2.0	6.0				
207	Plan & Profile drawings (5 sheets)	67.5	\$8,859.50	1.0	2.5	12.0	52.0				
208	Details drawings (3 sheets)	36.5	\$4,864.50	1.0	1.5	8.0	26.0				
209	60% & 90% design review meetings with MWD	16.0	\$2,486.00	2.0	4.0	6.0	4.0				
210	Contract Documents & Technical Specs	14.0	\$2,062.00	1.0	3.0	4.0	6.0				
211	Engineers Estimate	9.0	\$1,211.00		1.0	2.0	6.0				
	<i>SUB-TOTAL</i>	185.0	\$25,581.00	7.0	21.0	44.0	113.0	0.0	0.0	0.0	
	<i>Indirect Costs</i>		\$1,519.00								
	<i>TOTAL for Task 200</i>		\$27,100.00								
300	Bidding & Award										
301	Pre-bid meeting	3.0	\$409.00			2.0	1.0				
302	Bidder questions/clarification	7.0	\$995.00		1.0	4.0	2.0				
303	Generate & issue addenda	14.0	\$1,958.00	1.0	1.0	4.0	8.0				
304	Bid opening	4.0	\$534.00			2.0	2.0				
305	Reviews bids & award recommendation	9.0	\$1,228.00		1.0	3.0	5.0				
306	Notice of Award & Agreement	6.0	\$853.00		1.0	3.0	2.0				
307	Confirmed plans & contract documents	15.0	\$1,995.00		1.0	4.0	10.0				
308	Notice to proceed	4.0	\$517.00			1.0	3.0				
	<i>SUB-TOTAL</i>	62.0	\$8,489.00	1.0	5.0	23.0	33.0	0.0	0.0	0.0	
	<i>Indirect Costs</i>		\$411.00								
	<i>TOTAL for Task 300</i>		\$8,900.00								
400	Construction Management Services										
401	Material lead time coordination & approved equal reviews	4.0	\$586.00		1.0	2.0	1.0				
402	Pre-construction meeting	10.0	\$1,326.00		2.0	4.0	2.0			2	
403	Review & approve submittals	9.0	\$1,228.00		1.0	3.0	5.0				
404	Review & respond to RFIS	13.0	\$1,850.00	1.0	1.0	5.0	6.0				
405	Weekly progress meeting (12 total)	62.0	\$8,262.00		2.0	24.0	36.0				
406	Review & recommend change orders	27.0	\$3,703.00	1.0	2.0	8.0	16.0				
407	Coordination with SL County	6.0	\$818.00			4.0	2.0				
408	Project closeout & documentation (reports, minutes, photos, etc.)	5.0	\$728.00		1.0	3.0	1.0				
409	Record drawings	18.0	\$2,527.00	1.0	2.0	5.0	10.0				
	<i>SUB-TOTAL</i>	154.0	\$21,028.00	3.0	12.0	58.0	79.0	0.0	0.0	2.0	
	<i>Indirect Costs</i>		\$1,172.00								
	<i>TOTAL for Task 400</i>		\$22,200.00								
500	Quality Assurance										
501	Daily field inspections (4 hrs/day, 12 weeks)	240.0	\$25,440.00						240.0		
502	Materials testing coordination (backfill, concrete, road base, asphalt)	24.0	\$2,244.00					20.0	4.0		
503	Flushing & pressure testing	12.0	\$1,344.00			2.0			10.0		
504	Punch list & project acceptance	16.5	\$2,004.50		0.5	4.0	4.0	20.0	262.0	0.0	
	<i>SUB-TOTAL</i>	292.5	\$31,032.50	0.0	0.5	6.0	4.0	20.0	262.0	0.0	
	<i>Indirect Costs</i>		\$1,867.50								
	<i>TOTAL for Task 500</i>		\$32,900.00								
	MAN-HOUR / TASK COST TOTALS	697.0	\$97,900.00	11.0	39.0	132.0	231.0	20.0	262.0	2.0	\$ 6,000.00

GILBERT & STEWART

SELECTION CRITERIA AND % WEIGHED

<p>Profile of the Independent Auditor: Organization & size – local, regional, national, or international, locations of Office where work is to be done, number of professional staff, staff level, employed at Office, staff Capability. Identify the audit partners, audit managers, field supervisors and other staff who will work on the audit. Describe recent auditing experience like the type of audit requested. Other auditors participating similar information.</p>	<p>5%</p>	<p>Please score from 1 – 5, 5 being the highest score</p> <p style="text-align: center; font-size: 1.2em;">5</p>	
<p>Positive Statement for mandatory criteria:</p> <ol style="list-style-type: none"> 1. Licensed as a CPA in the State of Utah 2. Meets the independence requirements of the AICPA 3. Meets the independence requirements of the GAS 2003 revision published by the US General Accounting Office 4. Meets the CEU and external quality control review requirements contained in the GAS, 2003 revision published by the US General Accounting Office 	<p><input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p>	<p>10%</p>	<p>Please score from 1 – 5, 5 being the highest score</p> <p style="text-align: center; font-size: 1.2em;">5</p> <p>Please score from 1 – 5, 5 being the highest score</p> <p style="text-align: center; font-size: 1.2em;">5</p> <p>Please score from 1 – 5, 5 being the highest score</p> <p style="text-align: center; font-size: 1.2em;">5</p> <p>Please score from 1 – 5, 5 being the highest score</p> <p style="text-align: center; font-size: 1.2em;">5</p>
<p>Approach to the Examination: Audit work plan. It should demonstrate understanding of the audit requirements and the audit tests and procedures to be applied in completing the audit. Should detail the expected number of audit hours by staff level. Should show any planned use of specialists.</p>	<p>10%</p>	<p>Please score from 1 – 5, 5 being the highest score</p> <p style="text-align: center; font-size: 1.2em;">5</p>	
<p>Time Requirements: Explanation of meeting the reporting deadline.</p>	<p>15%</p>	<p>Please score from 1 – 5, 5 being the highest score</p> <p style="text-align: center; font-size: 1.2em;">5</p>	
<p>Fees/Cost of the Audit: Billing rates, estimated number of billable hours, and other billable expenses and a “not-to-exceed” fee.</p>	<p>35%</p>	<p>Please score from 1 – 5, 5 being the highest score</p> <p style="text-align: center; font-size: 1.2em;">5</p>	
<p>Technical Factors: Responsiveness of the proposal in clearly stating an understanding of the audit services to be performed, appropriateness and adequacy of proposed procedures, reasonableness of time estimates and total audit hours, appropriateness of assigned staff levels, technical experience of the firm, qualifications of staff, and size and structure of firm, considering the scope of the audit. Geographic location of key personnel and responsible office</p>	<p>20%</p>	<p>Please score from 1 – 5, 5 being the highest score</p> <p style="text-align: center; font-size: 1.2em;">4</p>	

**PROPOSAL TO PROVIDE
AUDITING SERVICES TO
MAGNA WATER DISTRICT**

Proposal provided by: Gilbert & Stewart, CPA's
190 West 800 North, Provo, Utah 84601
(801) 377-5300

Contact Individual: Ron Stewart, CPA

Proposal Submitted January 4, 2023

MAGNA WATER DISTRICT

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GILBERT & STEWART

CERTIFIED PUBLIC ACCOUNTANTS
A PROFESSIONAL CORPORATION
ESTABLISHED 1974

RANDEL A HEATON, CPA
LYNN A. GILBERT, CPA
JAMES A. GILBERT, CPA
BEN H PROBST, CPA
RONALD J. STEWART, CPA

SIDNEY S. GILBERT, CPA
JAMES E. STEWART, CPA

January 4, 2022

Magna Water District
8885 West 3500 South
Magna, Utah 84044

Thank you for the opportunity to submit our proposal to provide audit and other services as described in your request for proposal for Magna Water District for the year ending December 31, 2022, with possible extensions for four succeeding years. We believe we are the entity's best choice for auditing services because we are uniquely qualified and experienced in providing auditing services to governmental entities.

We believe that our detailed response to the request for proposal demonstrates that:

- We have extensive experience in local government accounting and auditing. We believe that, compared to other firms, large and small, our partners and managers are more directly involved with our clients on a continuing basis. The team that will perform your audit will be highly trained and experienced.
- We have extensive experience auditing local Governments. Our staff has detailed knowledge of the specific auditing and reporting requirements of a local government.

We are committed to providing Magna Water District with technical excellence and superior service with the highest level of professionalism.

Gilbert & Stewart CPA, PC was organized in 1974. We serve our clients from three locations, Provo, American Fork, and Heber. Ron Stewart, CPA is the individual to contact if questions arise. Our firm contact information is as follows:

Gilbert & Stewart CPA, PC
190 West 800 North, Suite #100
Provo, Utah 84601
(801) 377-5300 (801) 373-5622 (Fax)
Email: rstewart@gilbertandstewart.com

As you read our proposal, you will see that we have the necessary experience, technical expertise and other resources required for this engagement.

We thank you in advance for your consideration.

Gilbert & Stewart

Gilbert & Stewart, CPA's

Gilbert & Stewart Profile

We are pleased to submit the following information in response to your request for a proposal of audit services for Magna Water District.

General Background Information

The firm of Gilbert & Stewart CPA PC, a local firm, was organized in 1974 and has served clients from our Provo, American Fork and Heber locations since that time. This audit will be conducted from our Provo office. Gilbert & Stewart has gained a solid reputation in governmental auditing. The principals of Gilbert & Stewart have been established and practicing for periods up to 43 years. Ron Stewart is the individual to contact if questions arise.

Gilbert & Stewart (A Professional Corporation)
Certified Public Accountants
190 West 800 North, Suite #100
Provo, Utah 84601
(801) 377-5300 (801) 373-5622 (Fax)
Email: rstewart@gilbertandstewart.com

Audit Team

Gilbert & Stewart has an audit staff of 20 professionals: 5 Partners, 2 Managers, 8 Accountants, 3 Secretaries and 3 interns. We maintain significant partner involvement in the engagement and pride ourselves in our staff retention.

Below is a summary of key personnel that will be assigned to the audit. Please see the attached resumes for qualifications and experience:

Ron Stewart, CPA –Audit Partner
Spencer Hintze – Audit Manager
Kurt Gilbert – Audit Staff

Firm Qualifications

Gilbert & Stewart has had varied and extensive experience in auditing government entities including counties, cities, school districts, special improvement districts, non-profit government grant agencies, etc. (A list of some audit client references is attached).

The primary focus of our accounting and auditing practice is governmental, not-for-profit, retirement plans, and other industries. Prospective clients are screened carefully to ensure that the principals meet our high standards of integrity and business ethics. We believe that the image of our firm is reflected in the image of our individual clients.

The firm and/or individual principals have the following affiliations and memberships, among others:

1. American Institute of Certified Public Accountants (AICPA)
2. Utah Association of Certified Public Accountants (UACPA)
3. The Government Finance Officers Association (GFOA)
4. The AICPA Center for Audit Quality
5. The Association of Certified Fraud Examiners
6. AICPA Private Companies Practice Section

Members of the firm have conducted seminars, undertaken speaking engagements, and served on various committees and boards including leadership on those committees and boards.

Gilbert & Stewart engages in extensive recruitment processes to seek out only highly qualified and proven personnel to provide exceptional service to our clients. Each year general and specialized training programs are attended by all of our staff. Each member of our staff is required to participate in a minimum of 40 hours of continuing education each year and also participate in at least 24 hours of highly specialized governmental accounting and auditing continuing education every two years.

Computerized Systems

To maximize our cost effective and efficient auditing techniques, Gilbert & Stewart has made a significant commitment to purchasing and implementing state-of-the-art technology and software systems in our audit processes. We utilize extensive internet, local area network, and electronic paperless work paper solutions that allow our professionals to access all our systems from the field.

Our experience in auditing has also given us the necessary knowledge to be familiar with and have the ability to audit all computerized accounting systems, Caselle Software in particular.

Positive Affirmations

Gilbert & Stewart does not discriminate against any individual because of race, religion, sex, color, age, handicap or national origin, and these are not a factor in consideration for employment, selection for training, promotion, transfer, recruitment, rates of pay, or other forms of compensation, demotion or separation.

Gilbert & Stewart is properly licensed for practice as a Certified Public Accounting firm in the State of Utah.

Gilbert & Stewart is independent of Magna Water District as defined in the AICPA's *Rules of Conduct*, and by the requirements of the *Government Auditing Standards*, 2018 revision published by the U.S. General Accounting Office.

Gilbert & Stewart meets the continuing education and external quality review requirements contained in the *Government Auditing Standards*, 2018 revision published by the U.S. General Accounting Office.

What Sets Us Apart

Gilbert & Stewart is different than most firms because partners and managers are on-site performing tests and audit procedures along with other staff members. This allows us to address critical issues up-front rather than later when reviews are performed. We have found that our clients enjoy the interaction with partners and the job is completed in a much more efficient manner when issues can be resolved immediately. Our firm approach is to have a partner on the audit rather than in the office.

Audit Requirements and Deadlines

It is our understanding that this is a proposal to audit the basic financial statements of Magna Water District including all business type activities each major fund, and the aggregate remaining fund information. This proposal also includes all compliance auditing and control systems review as required by *Government Auditing Standards*, and State Compliance Manuals.

We understand the deadlines for the various reports as detailed in the RFP and have extensive experience with the required reporting deadlines of governmental entities. We will work with entity personnel to schedule and plan the field work in such a manner as to be able to complete our testing and reviews and assist in the preparation and review of the financial statements within the expected timeframe. It is our expectation that the financial statements would be ready for issuance by June 15th of each year.

Audit Approach

Over the years our approach to auditing has been one of providing assistance to audit clients whenever and however possible including, but not limited to, providing management letter recommendations on matters that may come to our attention during the course of the audit. Our collective experience and our library of resource materials allows us to act in a management advisory capacity on accounting, audit, tax, or other issues that may arise during the year. We have also had experience in qualifying auditees' reports for the certificate of excellence in financial reporting awards given by governmental organizations.

Our audit will be conducted in accordance with generally accepted auditing standards; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of the accounting records of Magna Water District and other procedures we consider necessary to enable us to express an unqualified opinion that the financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles and to report on Magna Water District's compliance with laws and regulations and its internal controls as required by *Government Auditing Standards*. Our audit will also cover all requirements of the State of Utah Legal Compliance Audit Guide. We will also provide a comprehensive management letter including findings and recommendations relative to the internal accounting and administrative controls, compliance with laws and regulations as applicable and adherence to generally accepted accounting principles. Also included in that letter will be the District's response to any findings presented. If the District declines to respond, that will be noted in the letter as well.

Our audit fieldwork will be determined by our evaluation of accounting systems and controls, by evaluation of audit risk and materiality, and will consist of both compliance and substantive testing based upon those evaluations. We would expect the cooperation of Magna Water District's personnel in providing a suitable place to work, in helping to locate records, preparation of schedules where possible, and by responding to questions. We would, however, try not to be unnecessarily disruptive of day-to-day operations.

Gilbert & Stewart uses remote access technology to maximize efficiency during fieldwork. This technology affords us the opportunity to access the full array of resources of our Firm's servers while conducting the on-site audit work. To fully utilize our remote access system, we require high-speed internet connections in the audit room.

We do not anticipate the use of any specialists in regard to this engagement.

Peer Review

Gilbert & Stewart is a member of the Private Companies Practice Section of the Division for CPA Firms of the American Institute of Certified Public Accountants. We have undergone seven peer reviews administered by the Private Companies Practice Section, which review serves to document and enhance the quality of our auditing procedures. Our last review was performed in 2021 and we received a pass rating (the best rating that can be received). A copy of the report is attached.

Experience With Governmental Audits

Some of the Governmental entities for which we have provided audit services include:

	<u>Years of Service</u>
South Utah Valley Solid Waste District Terry Ficklin, General Manager Springville, Utah (801) 489-3027	10+
Grand County Emergency Medical Services Special Service District. Andy Smith, Executive Director Moab, Utah (435) 259-1301	3
Jordan Valley Water Conservancy District Brian McCleary, Controller West Jordan, Utah (801) 565-4300	6
Salt Lake Service Area #3 Keith Hanson, General Manager Snowbird, Utah 84092 (801) 278-9660	3
Midway Sanitation District Becky Wood, General Manager Midway, Utah 84049 (435) 654-3223	10+
Wasatch Waste and Recycling District Paul Korth, Finance Director Midvale, Utah 84047 (385) 468-6325	3
South Jordan City Sunil Naidu, Finance Director South Jordan, Utah 84095 (801) 446-4357	10+

Additional references can be provided upon request.

AUDIT FEES

We have included below our break down of annual not to exceed fees:

2022	<u>Hourly Rate</u>	<u>Estimated Hours</u>	<u>Estimated Total</u>
Partners	\$ 170	29	\$ 4,930
Manager	135	31	4,185
Staff	110	39.86	4,385
Total not to exceed audit fee		<u>99.86</u>	<u>\$ 13,500</u>

Not to exceed fees for 2023-2026 are as follows:

2023	\$ 13,500
2024	13,500
2025	14,000
2026	14,000

Thank you for your consideration of this audit proposal.

Gilbert & Stewart

Gilbert & Stewart, CPA's

February 5, 2022

**Gilbert & Stewart, CPA's PC and the
Peer Review Committee of the Nevada Society of CPA's**

We have reviewed the system of quality control for the accounting and auditing practice of Gilbert & Stewart, CPA's PC (the firm) in effect for the year ended September 30, 2021. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act, and an audit of and employee benefit plan.

As part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Gilbert & Stewart, CPA's PC in effect for the year ended September 30, 2021, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency (ies)*, or *fail*. Gilbert & Stewart, CPA's PC has received a peer review rating of **Pass**.

Litz & Company, PC

LITZ & COMPANY, PC

PERSONNEL EXPERIENCE AND QUALIFICATIONS OF

RONALD J STEWART

Certified Public Accountant

Audit Partner

Graduated	1999
Degree	Master of Accountancy B.S. degree in Business Management
College	Weber State University College of Business Utah Valley State College

Qualifications:

Awarded CPA certificate from the State of Utah in 2001.

Began working for Gilbert and Stewart in 1999 and has worked on municipal, non-profit, school district, and commercial audits.

Auditing Experience including but not limited to:

Audit Partner:	Trans-Jordan Cities South Utah Valley Solid Waste District Jordan Valley Water Conservancy District Utah Water Finance Authority Grand County EMS SSD Salt Lake Service Area #3 Wasatch Front Waste and Recycling District. Utah County South Jordan City
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Many other Governmental, Non-Profit, and Commercial entities

Attends annual government accounting and auditing update courses sponsored by the Utah Association of CPAs.

Attended: Utah State Government Audit Update (attended annually)
UACPA State & Local Government Update (attended annually)
AICPA Practitioners' Symposium (attended annually)

Member of the American Institute and Utah Association of CPAs,
Member of Government Finance Officers Association
Member of Utah Government Finance Officers Association.

PERSONNEL EXPERIENCE AND QUALIFICATIONS OF

SPENCER HINTZE

Certified Public Accountant

Partner/Manager

Graduated Degree	2012 Master of Accountancy B.S. Accounting
College	Southern Utah University Utah Valley University Woodbury School of Business

Qualifications:

Received Certified Public Accountant license from State of Utah in 2018.

Began working for Gilbert and Stewart in 2012 and has worked on municipal, non-profit, school district, employee benefits, and commercial audits.

Auditing Experience including but not limited to:

- Jordan Valley Water Conservancy District
- Midway Sanitation District
- Grand County EMS SSD
- Wasatch Front Waste and Recycling District
- Orem City
- Saratoga Springs City
- South Jordan City
- Utah Water Finance Authority
- Eagle Mountain City
- Utah County
- South Sanpete School District

Many other governmental, non-profit, employee benefits, and commercial entities

Attends Annually: Utah State Government Audit Update
UACPA State and Local Government Update

Member of the AICPA and the UACPA.

PERSONNEL EXPERIENCE AND QUALIFICATIONS OF

KURT GILBERT
Certified Public Accountant
Certified Management Accountant
Manager/Staff

Graduated Degree	2018 Master of Accountancy B.S. Degree in Accounting
College	Brigham Young University Marriott School of Business

Qualifications:

Received Certified Public Accountant license from State of Utah in 2018. Kurt is also a Certified Management Accountant (CMA).

Began working for Gilbert and Stewart in 2016 and has worked on municipal, non-profit, school district, and commercial audits.

Auditing Experience including but not limited to:

- Utah County
- South Jordan City
- Orem City
- South Utah Valley Solid Waste District
- Wasatch Front Waste and Recycling District
- Payson City
- Eagle Mountain City
- Morgan County School District
- Millard School District
- Piute School District

Many other governmental, non-profit, and commercial entities

Attends Annually: Utah State Government Audit Update
UACPA State and Local Government Update

Member of AICPA and UACPA.

2023 MTG SCH & HOLIDAYS

2023

January

S	M	T	W	T	F	S
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Possible Conflicts:

January GFOA GAAP Update Training 12, 2023 @ 11:00 am

March - Week before (when packets are due) is Rural Water Conference

April UGFOA Conference 12 - 14, 2023

June Certified Tax Rate 8th is too early & 15th is AWWA National Conference 11 - 14, 2023

November Veterans Day Holiday 9, 2023 & Budget Hearing

**NOTICE OF REGULAR MEETINGS OF
MAGNA WATER DISTRICT
FOR THE CALENDAR YEAR 2023**

The following outlines the dates for regular meetings of the Board of Trustees of the Magna Water District for the calendar year of 2023. All meetings will be held at the District's General Office Building in the Kim Bailey Board Room, located at 8885 West 3500 South, Magna, Utah at 10:00 a.m. Unless specified otherwise.

January 19, 2023
February 9, 2023
March 16, 2023
April 20, 2023
May 11, 2023
June 22, 2023
July 13, 2023
August 10, 2023
September 14, 2023
October 12, 2023
November 16, 2023
December 14, 2023

(this notice complies with the requirements of Section 52-4-202(2) Utah Code Annotated 1953, as amended.)

MAGNA WATER DISTRICT

LeIsle Fitzgerald, District Clerk

2023

MAGNA WATER DISTRICT HOLIDAY SCHEDULE

January

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February

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March

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April

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May

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June

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July

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August

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September

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October

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November

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December

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24	25	26	27	28	29	30
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National Holiday List

January 1 - Sunday
 January 16 - Monday
 February 20 - Monday
 May 29 - Monday
 July 4 - Tuesday
 July 24 - Monday
 September 4 - Monday
 October 9 - Monday
 November 11 - Saturday
 November 23 - Thursday
 December 24 - Sunday
 December 25 - Monday

Magna Water Days Off

January 2 - Monday
 January 16 - Monday
 February 20 - Monday
 May 29 - Monday
 July 4 - Tuesday
 July 24 - Monday
 September 4 - Monday
 October 9 - Monday
 November 9 - Thursday
 November 23 - Thursday
 December 24 - Monday
 December 25 - Tuesday