



## Board Meeting Minutes

Wednesday December 11, 2024 @ 6:00 P.M.  
102 West Forest Street  
Brigham City, UT 84302

**In Attendance:** DJ Bott, Chairman  
Jay Capener  
Brodie Calder  
Tim Munns  
Richard Day, Vice-Chairman  
Lyle Holmgren, Financial Chairman  
Mark Larson  
Boyd Bingham

**Staff:** Chance Baxter, General Manager  
Jamie Williams, Office Manager

**Absent:** Riffin Holmgren  
Lesley Kendrick  
Joseph Summers

### WELCOME

Chairman DJ Bott called the meeting to order at 6:00 pm

### INVOCATION & PLEDGE OF ALLEGIANCE

Offered by Brodie Calder

### DECLARATION OF CONFLICTS OF INTEREST

Chairman DJ Bott declared that he may need to abstain from a possible action after the closed session.

### CONSENT AGENDA

Financial Chairman Lyle Holmgren made a motion to approve items A-B on the consent agenda, motion seconded by Tim Munns; all members voted aye, motion passed.

A- Adoption of agenda

B- Approval of November 20, 2024 minutes

### APPROVAL OF FINANCIAL STATEMENTS – NOVEMBER 2024

Financial Chairman Lyle Holmgren reviewed the financial statements for November 2024 and found them to be in order and recommended approval. Vice-Chairman Richard Day made a motion to approve the financial statements as presented, motion was seconded by Tim Munns; all members voted aye, motion passed.

### DISCUSSION OF BYLAWS

General Manager Chance Baxter reviewed the updated boundary map with the board. Board members made suggestions for changes such as possible boundary adjustments and adding a legend to the map. Chairman DJ Bott suggested putting the boundary map on the agenda for next board meeting as an action item to make any suggested changes. General Manager Chance Baxter said he could make those changes and adjustments and bring them back to the board.

**PUBLIC HEARINGS**

**A- Consideration of Resolution 2024-36 for the purpose of finalizing and adopting the 2025 budget**

Financial Consultant, Cody Deeter, stated the purpose of the public hearing is to discuss the tentative budget that was presented and approved in the November 20, 2024 meeting with the only change being the increase of the Exploration and Studies budget to \$300,000. Deeter offered to go through the tentative budget presentation again or to simply ask questions the board may have. He would be willing to do whatever works best for the board and what serves the public interest. Chairman DJ Bott entertained a motion to open a public hearing specific to the purpose of finalizing and adopting the 2025 budget. Motion was made by Jay Capener, motion seconded by Mark Larson; all members voted aye, motion passed.

Chairman DJ Bott made an invitation to the public for comment on the adoption of the 2025 budget. Being there was no public to speak on the adoption of the 2025 budget, Boyd Bingham made a motion to close the public hearing, motion seconded by Financial Chairman Lyle Holmgren; all members voted aye, motion passed.

Mark Larson made a motion to approve Resolution 2024-36 for the purpose of finalizing and adopting the 2025 budget as presented, motion seconded by Vice-Chairman Richard Day; all members voted aye, motion passed.

**B- Consideration of annual 3% water service rate increase for the next 5 years**

A 3% annual water service rate increase for the next five years is proposed, the increase aims to prepare for future projects and improve the district's financial stability. The current monthly rate of \$40 is 12-15% cheaper than other systems in the county.

Tim Munns made a motion to open a public hearing in consideration of an annual 3% water service rate increase over the next five years, motion seconded by Financial Chairman Lyle Holmgren; all members voted aye, motion passed.

Chairman DJ Bott made an invitation to the public for comment on the consideration of an annual 3% water service rate increase over the next 5 years.

**Kelly Lemmon – Collinston**

I'm in favor of it. And I think some of the discussion that's already been held here tonight is the reason why. How do you make it fair to the taxpayers that are subsidizing this district? If you go back to your chart, you don't need to. But if you look at that chart, you look at how much of it's funded by taxpayer versus how much of it's based on your retail sales. I think that should be inverse. I think it should be more because I don't know what percentage of the county actually gets their water from the district, but it's going to be a small percentage. Yet you've got that burden on the whole county, and I know that there are some benefits that come from the district being here that aren't necessarily just the water that people are consuming, but at the same time, I think there's a representative McKay down in, I think he's out of West Jordan. And he's made this kind of an issue. We are the second driest state in the nation, but Nevada, which I think is the driest. Their tax base on their districts is a lot less than it is in the state. The state is quite high. So anyway, I'm in favor of it. And I think this is moving in the right direction by raising those rates, trying to be a little bit more fair to the taxpayer. I'm usually not in favor of rate increases, but I'm not a customer, so it's easy for me to say that, but I am a taxpayer, and so that's where I'm coming from.

Boyd Bingham made a motion to close the public hearing, motion seconded by Mark Larson; all members voted aye, motion passed.

Financial Chairman Lyle Holmgren made a motion to approve the annual 3% retail and wholesale water service rate increase over the next five years, motion seconded by Boyd Bingham; all members voted aye, motion passed.

### **ACTION ITEM**

#### **A- Thatcher Penrose impact fees – Chance Baxter, General Manager**

During the November 20, 2024 board meeting, Thatcher Penrose came to the board and asked for some assistance from the district on an impact fee analysis, the board tasked General Manager Chance Baxter with putting together a funding package. Baxter came back to the board with the following proposed funding package for Thatcher Penrose impact fee analysis as follows: \$39,000 total cost, with \$12,000 for financial analysis and \$27,000 for engineering and modeling. Thatcher Penrose will repay 50% of the cost over six months once they start capturing impact fees. Mark Larson made a motion to approve the funding package as presented, motion seconded by Tim Munn; all members voted aye, motion passed.

A second motion was made by Jay Capener to authorize the Chairman to sign a contract created by the districts legal counsel between Bear River Water Conservancy District and Thatcher Penrose, motion seconded by Tim Munns; all members voted aye, motion passed.

#### **B- GenAI Policy – Jamie Williams, Office Manager**

Office Manager Jamie Williams presented a general AI policy for the district, as required by the state auditor. The policy outlines the district's responsibility and transparency in using AI for meeting summaries and other purposes. Financial Chairman Lyle Holmgren made a motion to adopt the GenAI policy, motion seconded by Mark Larson; all members voted aye, motion passed.

#### **C- 2025 Annual Calendar – Jamie Williams, Office Manager**

#### **D- 2025 Annual Board Meeting Schedule – Jamie Williams, Office Manager**

Boyd Bingham made a motion to approve items C-D with the change of regular board meeting to be at 7:00 PM year round, motion seconded by Mark Larson; all members voted aye, motion passed.

### **CLOSED SESSION**

Vice-Chairman Richard Day made a motion to enter into a closed session, motion seconded by Jay Capener. Roll Call: Richard Day, aye; Lyle Holmgren, aye; Jay Capener, aye; Brodie Calder, aye; Mark Larson, aye; Tim Munns, aye; Boyd Bingham, aye; DJ Bott, aye; motion passed.

### **ACTION ON CLOSED SESSION**

#### **Harper Ward pipeline**

Financial Chairman Lyle Holmgren made a motion to authorize General Manager Chance Baxter to continue the negotiations with Brigham City regarding the Harper Ward pipeline and include Corinne and West Corinne in those discussions, motion seconded by Brodie Calder; all members voted aye with Chairman DJ Bott abstaining, due to possible conflict of interest, motion passed.

#### **Bothwell appraisal (7.5 acre parcel)**

A motion was made by Tim Munns to authorize General Manager Chance Baxter to get an appraisal on the 7.5 acre parcel of the Bothwell farm, motion seconded by Mark Larson; all members voted aye, motion passed.

## **GENERAL MANAGERS REPORT**

### **Harper Ward Well Project**

The Harper Ward well project showed significant improvement in water quality after a \$47,000 investment. The well can now produce 1500 gallons per minute, with the ability to run between 500 and 1500 gallons per minute.

### **South Willard Well Project**

Lang Equipment was awarded the contract to drill the South Willard well, starting in the second week of January and completing by April 1st. The bid came in under budget.

### **Bothwell Treatment Plant**

A potential treatment plant in Bothwell was discussed to address poor water quality issues. The project could cost \$40-50 million and would be the district's largest capital project. A feasibility study is planned to explore off-stream treatment options and potential community-wide benefits.

### **Sleepy Hollow Springs Pipeline**

The Sleepy Hollow Springs pipeline replacement project is in the planning stages. The next step is to meet with the LDS Church to discuss the project's impact on the Early park complex.

General Manager Baxter also updated the board on Secondary Water Feasibility Study, CDBG Grant and Howell Town Chlorinator.

## **PUBLIC COMMENT**

No public comment

## **TRUSTEE REPORTS**

### **Boyd Bingham**

expressed his appreciation to Mark Larson for all his good work on the board.

### **Tim Munns**

No report

### **Mark Larson**

No report

### **Brodie Calder**

announced Ukon Water currently has an opening for General Manager

### **Lyle Holmgren**

Reported on the possible development of 1300 acres on BR mountain and the obstacles regarding the secondary water.

### **Jay Capener**

Updated the board on Bear Lake

**DJ Bott**

Reported on Mantua Reservoir and the Penstock project

**ADJOURNMENT**

Tim Munns made a motion to adjourn, motion was seconded by Brodie Calder; all members voted aye, motion passed.

**Bear River Water Conservancy District  
Check Register  
All Bank Accounts - 12/01/2024 to 12/31/2024**

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description
1Wire Fiber	4266	1426616	12/01/2024	12/05/2024	394.44	Internet & Phone Service
AAA Excavation	4267	003	11/24/2024	12/05/2024	33,350.36	Payment #3
Amazon Capital Services	4268	1KF-J-NGM4-HQ	11/15/2024	12/05/2024	16.98	USB Extension Cable
BIG O TIRES	4269	044265-223950	11/21/2024	12/05/2024	19.99	Flat repair
BIG O TIRES	4269	044265-224023	11/22/2024	12/05/2024	1,221.20	2020 Dodge Ram - Repairs
BIG O TIRES	4269	044265-224818	12/03/2024	12/05/2024	126.84	2023 Ford F350 Oil Change
					\$1,368.03	
Econo Waste Inc	4270	642093	12/01/2024	12/05/2024	169.00	Waste Removal Service - Dumpster
EFG-Consulting	4271	1286	12/01/2024	12/05/2024	1,250.00	Financial Assistance - November
Enbridge Gas UT WY ID	4272	11202024	11/20/2024	12/05/2024	173.89	10/23/2024-11/20/2024
GK Techstar, LLC	4273	320773	12/02/2024	12/05/2024	649.79	Bothwell SCADA
GK Techstar, LLC	4273	320774	12/02/2024	12/05/2024	2,073.17	Service
					\$2,722.96	
Golden Spike Electric	4274	28713	12/03/2024	12/05/2024	125.00	Beaver Dam Mobile Link Renewal
Hansen Allen & Luce Inc.	4275	53203	11/04/2024	12/05/2024	4,592.50	10/1/2024-10/31/2024
Hansen Allen & Luce Inc.	4275	53243	11/08/2024	12/05/2024	2,275.00	10/1/2024-10/31/2024
Hansen Allen & Luce Inc.	4275	53246	11/08/2024	12/05/2024	1,717.50	10/1/2024-10/31/2024
Hansen Allen & Luce Inc.	4275	53364	11/18/2024	12/05/2024	5,541.50	10/1/2024-10/31/2024
Hansen Allen & Luce Inc.	4275	53380	11/19/2024	12/05/2024	828.17	10/1/2024-10/31/2024
Hansen Allen & Luce Inc.	4275	53380	11/19/2024	12/05/2024	828.18	10/1/2024-10/31/2024
Hansen Allen & Luce Inc.	4275	53381	11/19/2024	12/05/2024	42,076.67	10/1/2024-10/31/2024
					\$57,859.52	
Health Equity	4276	y703weg	12/05/2024	12/05/2024	12.60	Monthly account fees
JUB Engineers - Logan	4277	0178673	11/08/2024	12/05/2024	44,708.00	BR Lower - Plan EIS #9
JUB Engineers - Logan	4277	0179388	11/26/2024	12/05/2024	22,904.00	BR Lower - Plan EIS #9
					\$67,612.00	
Les Olson IT	4278	MNS49490	11/20/2024	12/05/2024	985.00	Monthly IT Support
O'Reilly	4279	3103-432753	11/27/2024	12/05/2024	15.98	Supplies
Orkin	4280	271112073	12/05/2024	12/05/2024	94.99	December 2023 Service
PEHP Group Insurance	4281	PR110924-637	11/12/2024	12/05/2024	0.50	AD&D Employee
PEHP Group Insurance	4281	PR110924-637	11/12/2024	12/05/2024	21.03	Group Term Life Ins
PEHP Group Insurance	4281	PR110924-637	11/12/2024	12/05/2024	36.96	Vision Insurance
PEHP Group Insurance	4281	PR110924-637	11/12/2024	12/05/2024	47.67	Additional Life
PEHP Group Insurance	4281	PR110924-637	11/12/2024	12/05/2024	231.20	Dental Insurance
PEHP Group Insurance	4281	PR110924-637	11/12/2024	12/05/2024	4,420.28	Health Insurance
PEHP Group Insurance	4281	PR112324-637	11/26/2024	12/05/2024	0.25	AD&D Employee
PEHP Group Insurance	4281	PR112324-637	11/26/2024	12/05/2024	16.82	Group Term Life Ins
PEHP Group Insurance	4281	PR112324-637	11/26/2024	12/05/2024	33.20	Vision Insurance
PEHP Group Insurance	4281	PR112324-637	11/26/2024	12/05/2024	47.67	Additional Life
PEHP Group Insurance	4281	PR112324-637	11/26/2024	12/05/2024	206.28	Dental Insurance
PEHP Group Insurance	4281	PR112324-637	11/26/2024	12/05/2024	4,057.96	Health Insurance
					\$9,119.82	
PEHP Long Term Disability	4282	112024	12/05/2024	12/05/2024	-0.01	accrual adjustment
PEHP Long Term Disability	4282	PR110924-638	11/12/2024	12/05/2024	72.95	Long Term Disability
PEHP Long Term Disability	4282	PR112324-638	11/26/2024	12/05/2024	61.57	Long Term Disability
					\$134.51	
Rocky Mountain Power	4283	11182024	11/18/2024	12/05/2024	23.72	10/15/2024-11/14/2024

**Bear River Water Conservancy District  
Check Register  
All Bank Accounts - 12/01/2024 to 12/31/2024**

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description
Rocky Mountain Power	4283	111820242	11/18/2024	12/05/2024	2,124.06	10/15/2024-11/14/2024
					\$2,147.78	
Standard Plumbing Supply Co.	4284	XRW676	11/22/2024	12/05/2024	47.69	Parts
UPPER CASE Printing, Ink.	4285	2457	11/19/2024	12/05/2024	238.00	envelope inventory
Greer's Hardware	4287	A340030	11/20/2024	12/09/2024	10.49	supplies
Greer's Hardware	4287	B831503	11/01/2024	12/09/2024	50.51	supplies
Greer's Hardware	4287	B831886	11/04/2024	12/09/2024	18.24	supplies
Greer's Hardware	4287	B831897	11/04/2024	12/09/2024	19.93	supplies
Greer's Hardware	4287	B832387	11/07/2024	12/09/2024	17.57	supplies
Greer's Hardware	4287	B834216	11/19/2024	12/09/2024	71.21	supplies
					\$187.95	
SUNROC	4288	RFD 1172.121124	12/11/2024	12/11/2024	1,409.61	Deposit Refund: 1172 - SUNROC
DOWN UNDER CONSTRUCTION	4289	Refund: 1182	12/11/2024	12/11/2024	1,460.00	Refund: 1182 - DOWN UNDER CONSTRUCTION
Water Well Services	4290	008	12/10/2024	12/11/2024	119,940.00	Payment #8 Harper Ward Well
Amazon Capital Services	4293	10152024	10/15/2024	12/19/2024	-6.99	Refund on account
Amazon Capital Services	4293	1MPR-LLV4-KRG	12/17/2024	12/19/2024	13.80	Air Duster
Amazon Capital Services	4293	1VXR-43VM-FTK	10/11/2024	12/19/2024	15.98	Cable
					\$22.79	
Brigham City Corporation - Utilities	4294	11302024	11/30/2024	12/19/2024	4,073.14	10/31/2024-11/30/2024
Brigham City Corporation - Utilities	4294	113020242	11/30/2024	12/19/2024	473.44	10/22/2024-11/21/2024
Brigham City Corporation - Utilities	4294	113020243	11/30/2024	12/19/2024	88.80	10/22/2024-11/20/2024
					\$4,635.38	
Brigham City Lab	4295	10892	11/27/2024	12/19/2024	20.00	241104-27 HW
Brigham City Lab	4295	10892	11/27/2024	12/19/2024	20.00	241104-36 HW
Brigham City Lab	4295	10892	11/27/2024	12/19/2024	20.00	241111-53 COLL
Brigham City Lab	4295	10892	11/27/2024	12/19/2024	20.00	241111-54 TRMT
Brigham City Lab	4295	10892	11/27/2024	12/19/2024	20.00	241111-55 SW
Brigham City Lab	4295	10892	11/27/2024	12/19/2024	20.00	241111-56 HW
Brigham City Lab	4295	10892	11/27/2024	12/19/2024	20.00	241111-57 HS
Brigham City Lab	4295	10892	11/27/2024	12/19/2024	20.00	241111-58 BD
Brigham City Lab	4295	10892	11/27/2024	12/19/2024	20.00	241118-25 RNG
					\$180.00	
Bugnappers	4296	183255	12/19/2024	12/19/2024	78.00	Lawn application 11/19/2024
Bugnappers	4296	183915	12/16/2024	12/19/2024	39.00	Lawn Application 12/16/2024
					\$117.00	
Chemtech Ford	4297	24L0927	12/16/2024	12/19/2024	129.00	Metals preparation
Chemtech Ford	4297	24L0932	12/16/2024	12/19/2024	43.00	Metals preparation
					\$172.00	
DGO/Fleet Operations-Fuel Network	4298	F2505E00742	12/03/2024	12/19/2024	-102.09	Set Refund
DGO/Fleet Operations-Fuel Network	4298	F2505E00742	12/03/2024	12/19/2024	14.89	31679163
DGO/Fleet Operations-Fuel Network	4298	F2505E00742	12/03/2024	12/19/2024	21.50	25050001963 (replacement card shipping)
DGO/Fleet Operations-Fuel Network	4298	F2505E00742	12/03/2024	12/19/2024	80.54	31900204
DGO/Fleet Operations-Fuel Network	4298	F2505E00742	12/03/2024	12/19/2024	80.61	31732609
DGO/Fleet Operations-Fuel Network	4298	F2505E00742	12/03/2024	12/19/2024	82.46	31470095
DGO/Fleet Operations-Fuel Network	4298	F2505E00742	12/03/2024	12/19/2024	83.71	31649810
DGO/Fleet Operations-Fuel Network	4298	F2505E00742	12/03/2024	12/19/2024	84.17	31673255
DGO/Fleet Operations-Fuel Network	4298	F2505E00742	12/03/2024	12/19/2024	84.87	31579816
DGO/Fleet Operations-Fuel Network	4298	F2505E00742	12/03/2024	12/19/2024	85.72	31499881
DGO/Fleet Operations-Fuel Network	4298	F2505E00742	12/03/2024	12/19/2024	86.03	31514651
DGO/Fleet Operations-Fuel Network	4298	F2505E00742	12/03/2024	12/19/2024	86.25	31432068

**Bear River Water Conservancy District**  
**Check Register**  
**All Bank Accounts - 12/01/2024 to 12/31/2024**

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description
DGO/Fleet Operations-Fuel Network	4298	F2505E00742	12/03/2024	12/19/2024	86.45	31700205
DGO/Fleet Operations-Fuel Network	4298	F2505E00742	12/03/2024	12/19/2024	89.85	31533650
DGO/Fleet Operations-Fuel Network	4298	F2505E00742	12/03/2024	12/19/2024	94.96	31634412
DGO/Fleet Operations-Fuel Network	4298	F2505E00742	12/03/2024	12/19/2024	98.80	31432069
					<u>\$1,058.72</u>	
Freedom Mailing Services, Inc.	4299	49335	12/05/2024	12/19/2024	204.03	Monthly utility bill processing
Golden Spike Electric	4300	28768	12/11/2024	12/19/2024	85.00	Troubleshoot BD Chemical Building Pump
Golden Spike Electric	4300	28796	12/16/2024	12/19/2024	420.58	Collinston Fall Service
					<u>\$505.58</u>	
LAF Graphics	4302	352	12/01/2024	12/19/2024	650.00	Mission Statement / Doors
Mabey, Wright & James PLLC	4303	980	11/30/2024	12/19/2024	302.50	Research on Bothwell Farm
Mountain Valley Motor and Pump Se	4304	14680	12/13/2024	12/19/2024	1,735.68	Sprinkler Pump / Labor
Mountainland Supply Company	4305	S106625287.001	12/11/2024	12/19/2024	3,744.71	Bothwell / repairs
Mountainland Supply Company	4305	S106662452.001	12/16/2024	12/19/2024	327.48	Bothwell / repairs
					<u>\$4,072.19</u>	
North American Weather Consultant	4306	1028	12/10/2024	12/19/2024	6,150.00	December 2024 Fixed Cost
Patriot Construction	4307	PMT2	12/19/2024	12/19/2024	204,387.26	HWW Tank and Pond - PMT #2
PEAK Companies	4308	5595396	11/26/2024	12/19/2024	1,387.50	Peak Alarm upgrades (50%)
Rocky Mountain Power	4309	12092024	12/09/2024	12/19/2024	63.43	11/4/2024-12/6/2024
Rocky Mountain Power	4309	120920242	12/09/2024	12/19/2024	430.42	11/4/2024-12/6/2024
Rocky Mountain Power	4309	120920243	12/09/2024	12/19/2024	440.48	11/11/2024-12/5/2024
Rocky Mountain Power	4309	120920244	12/09/2024	12/19/2024	360.20	11/4/2024-12/6/2024
Rocky Mountain Power	4309	120920245	12/09/2024	12/19/2024	419.45	11/4/2024-12/6/2024
Rocky Mountain Power	4309	12122024	12/12/2024	12/19/2024	28.29	11/7/2024-12/11/2024
Rocky Mountain Power	4309	1262024	12/06/2024	12/19/2024	10.26	10/31/2024-12/4/2024
					<u>\$1,752.53</u>	
Utah Department of Government Op	4311	24-3F214	12/18/2024	12/19/2024	11,796.01	3F214-Interest
Utah Department of Government Op	4311	24-3F214	12/18/2024	12/19/2024	93,000.00	3F214-Principal
					<u>\$104,796.01</u>	
Verizon	4312	6100480273	12/06/2024	12/19/2024	40.01	BD SCADA Communications
Verizon	4312	6100480273	12/06/2024	12/19/2024	40.01	Bothwell SCADA
Verizon	4312	6100480273	12/06/2024	12/19/2024	40.01	Bothwell SCADA
Verizon	4312	6100480273	12/06/2024	12/19/2024	40.01	Bothwell SCADA
Verizon	4312	6100480273	12/06/2024	12/19/2024	40.01	Collinston SCADA
Verizon	4312	6100480273	12/06/2024	12/19/2024	40.01	Collinston SCADA
Verizon	4312	6100480273	12/06/2024	12/19/2024	40.01	Collinston SCADA
Verizon	4312	6100480273	12/06/2024	12/19/2024	40.01	Collinston SCADA
Verizon	4312	6100480273	12/06/2024	12/19/2024	52.01	Telephone
					<u>\$372.09</u>	
VISA	4313	11282024	12/19/2024	12/19/2024	1,758.47	10/29/2024-11/28/2024
Wheeler Machinery Co.	4314	RS0000293293	12/05/2024	12/19/2024	980.00	Mini Excavator Rental
Brigham City Lab	4315	10964	12/04/2024	12/19/2024	20.00	241125-31 RNG
UPPER CASE Printing, Ink.	4316	2486	12/05/2024	12/19/2024	8.20	Public Hearing Notice
Adobe	CC	2952790623	12/09/2024	12/09/2024	21.32	Adobe Subscription Monthly (Jamie)
Bluedot	CC	98D979AE-5919	12/19/2024	12/19/2024	75.00	Bluedot Subscription
Kent's Market	CC	12102024	12/10/2024	12/10/2024	22.42	Executive Meeting refreshments
Prairie Schooner	CC	12182024	12/18/2024	12/18/2024	171.57	Staff Christmas Lunch

**Bear River Water Conservancy District  
Check Register  
All Bank Accounts - 12/01/2024 to 12/31/2024**

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description
Quick Quack Car Wash	CC	12052024	12/05/2024	12/05/2024	71.99	Operator Car Wash Subscription
					\$362.30	
Dept of Treasury Internal Revenue S	EFT	PR120724-553	12/10/2024	12/13/2024	352.84	Medicare Tax
Dept of Treasury Internal Revenue S	EFT	PR120724-553	12/10/2024	12/13/2024	716.00	Federal Income Tax
Dept of Treasury Internal Revenue S	EFT	PR120724-553	12/10/2024	12/13/2024	1,508.70	Social Security Tax
Dept of Treasury Internal Revenue S	EFT	PR122124-553	12/24/2024	12/27/2024	499.28	Medicare Tax
Dept of Treasury Internal Revenue S	EFT	PR122124-553	12/24/2024	12/27/2024	1,305.00	Federal Income Tax
Dept of Treasury Internal Revenue S	EFT	PR122124-553	12/24/2024	12/27/2024	2,134.92	Social Security Tax
Dept of Treasury Internal Revenue S	EFT	PR123124-553	12/24/2024	12/27/2024	18.60	Medicare Tax
Dept of Treasury Internal Revenue S	EFT	PR123124-553	12/24/2024	12/27/2024	79.36	Social Security Tax
Health Equity	EFT	PR070624-590	07/09/2024	12/24/2024	144.23	HSA Employee
Health Equity	EFT	PR072024-590	07/23/2024	12/24/2024	144.23	HSA Employee
Health Equity	EFT	PR080324-590	08/06/2024	12/24/2024	144.23	HSA Employee
Health Equity	EFT	PR081724-590	08/20/2024	12/24/2024	144.23	HSA Employee
Health Equity	EFT	PR083124-590	09/03/2024	12/24/2024	144.23	HSA Employee
Health Equity	EFT	PR091424-590	09/17/2024	12/24/2024	144.23	HSA Employee
Health Equity	EFT	PR092824-590	10/01/2024	12/24/2024	144.23	HSA Employee
Health Equity	EFT	PR101224-590	10/15/2024	12/24/2024	144.23	HSA Employee
Health Equity	EFT	PR110924-590	11/12/2024	12/24/2024	144.23	HSA Employee
Health Equity	EFT	PR112324-590	11/26/2024	12/24/2024	144.23	HSA Employee
Health Equity	EFT	PR120724-590	12/10/2024	12/24/2024	144.23	HSA Employee
Health Equity	EFT	PR122124-590	12/24/2024	12/24/2024	144.23	HSA Employee
Health Equity	EFT	PR122124-590	12/24/2024	12/24/2024	8,000.00	HSA Company
Utah Local Governments Trust	EFT	1616893	12/03/2024	12/03/2024	3.38	Accidental Dental
Utah Local Governments Trust	EFT	1616894	12/03/2024	12/05/2024	715.00	Position Bond
Utah Local Governments Trust	EFT	1616895	12/03/2024	12/05/2024	100.00	Position Bond / Drinking Water Board
Utah Local Governments Trust	EFT	1616896	12/03/2024	12/05/2024	268.64	Workers Comp premium
Utah Retirement Systems	EFT	PR112324-683	11/26/2024	12/04/2024	165.32	457
Utah Retirement Systems	EFT	PR112324-683	11/26/2024	12/04/2024	184.00	Roth IRA
Utah Retirement Systems	EFT	PR112324-683	11/26/2024	12/04/2024	855.36	URS 401k Additional
Utah Retirement Systems	EFT	PR112324-683	11/26/2024	12/04/2024	2,031.49	URS Retirement
Utah Retirement Systems	EFT	PR120724-683	12/10/2024	12/13/2024	165.32	457
Utah Retirement Systems	EFT	PR120724-683	12/10/2024	12/13/2024	184.00	Roth IRA
Utah Retirement Systems	EFT	PR120724-683	12/10/2024	12/13/2024	837.86	URS 401k Additional
Utah Retirement Systems	EFT	PR120724-683	12/10/2024	12/13/2024	2,031.11	URS Retirement
Utah State Tax Commission	EFT	PR120724-685	12/10/2024	12/13/2024	497.00	State Income Tax
Utah State Tax Commission	EFT	PR122124-685	12/24/2024	12/27/2024	745.00	State Income Tax
Xpress Bill Pay	EFT	INV-XPR019048	12/05/2024	12/05/2024	171.05	November 2024 Services
					\$25,299.99	
					<b>\$661,766.33</b>	

**Bear River Water Conservancy District**  
**Standard Financial Report**  
**Operations - 12/01/2024 to 12/31/2024**  
**100.00% of the fiscal year has expired**

	Prior Year Actual	December Actual	Current Year Actual
<b>Net Position</b>			
<b>Assets:</b>			
<b>Current Assets</b>			
<b>Cash and cash equivalents</b>			
1100 First Community Checking	240,242.60	250,656.29	409,262.49
1101 First Community Savings	79,018.18	0.00	80,072.69
1103 Petty Cash	98.36	1,200.00	1,678.88
1110 Xpress Bill Pay Clearing	35,218.30	3,958.68	34,743.23
1120 PTIF 0239	1,373,162.03	(500,000.00)	427,627.71
1121 PTIF 2258 Depreciation Savings	884,321.84	(142,173.63)	677,500.99
1130 PTIF 4446 Bothwell Impact Fee	78,149.48	0.00	69,728.45
1131 PTIF 4447 HW Impact Fee	48,056.86	0.00	20,405.86
1133 PTIF 4815 Valley Investment	29,230.81	0.00	41,167.76
1134 PTIF 8438 Collinston Impact Fee	335,294.48	0.00	24,306.01
1135 PTIF 8439 Beaver Dam Impact Fee	57,436.41	0.00	50,504.44
1136 PTIF 8585 S.W. Impact Fee	13,555.50	0.00	14,235.47
1141 PTIF 5071 2008 LBA CapFac SW/	237,985.73	0.00	272,206.15
1142 PTIF 5072 1993-99 CapFac BW/H	108,314.87	0.00	124,582.21
1143 PTIF 5074 2020 Flat Canyon from	110,488.57	0.00	117,032.29
1144 PTIF 5076 1995B Res 2008D TP	61,253.33	0.00	76.21
1147 PTIF 5082 1993 Res 2008A Land	2,318.83	0.00	2,435.13
1148 PTIF 5379 2014-2008 LBA Res S	244,284.96	0.00	256,538.77
1149 PTIF 5675 2011 Cap Fac BD	10,755.91	0.00	12,113.35
1150 PTIF 5676 2011 Reserve BD	10,387.03	0.00	10,908.07
1151 PTIF 8317 2016 Res MP	7,697.85	0.00	9,132.59
1152 PTIF 6001 Project Funding SRF	2.37	0.00	2.48
1153 PTIF 7374 SRF	0.00	0.00	1,343,638.19
1175 Undeposited Receipts	1,003.00	0.00	0.00
<b>Total Cash and cash equivalents</b>	<b>3,968,277.30</b>	<b>(386,358.66)</b>	<b>3,999,899.42</b>
<b>Receivables</b>			
1311 Accounts Receivable	160,908.09	96,021.60	251,708.90
1312 Lease Receivable	284,313.42	0.00	284,313.42
1319 Allowance for Doubtful Accts.	(2,000.00)	0.00	(2,000.00)
1411 REC. FROM OTHER GOV'TS	248,826.93	0.00	248,826.93
<b>Total Receivables</b>	<b>692,048.44</b>	<b>96,021.60</b>	<b>782,849.25</b>
<b>Other current assets</b>			
1541 Prepaid Insurance	5,736.60	0.00	5,736.60
1542 Prepaid Weather Modification	12,450.00	0.00	12,450.00
<b>Total Other current assets</b>	<b>18,186.60</b>	<b>0.00</b>	<b>18,186.60</b>
<b>Total Current Assets</b>	<b>4,678,512.34</b>	<b>(290,337.06)</b>	<b>4,800,935.27</b>
<b>Non-Current Assets</b>			
<b>Capital assets</b>			
<b>Work in Process</b>			
1600 Work in Process	1,653,276.69	350,015.76	3,836,654.30
1603.2 Flat Canyon Well	488,623.41	0.00	488,623.41
1603.3 Harper Ward Test Well	509,272.99	0.00	509,272.99
<b>Total Work in Process</b>	<b>2,651,173.09</b>	<b>350,015.76</b>	<b>4,834,550.70</b>
<b>Property</b>			
1601 BE County Meter Station	4,633.22	0.00	4,633.22
1602.1 Collinston Project	4,116,322.80	0.00	4,116,322.80
1602.2 Blending Plan	44,954.67	0.00	44,954.67
1602.3 Waterline Extension-Sierra 202	171,240.65	0.00	171,240.65
1604.1 SW Well 2014	552,034.15	0.00	552,034.15
1605.1 WCWC Connection Line	118,492.32	0.00	118,492.32
1606.2 Bothwell Tank Overflow Pond	2,640.57	0.00	2,640.57
1610 ROU Asset	47,031.00	0.00	47,031.00
1611 Land and Water Rights	1,242,311.82	0.00	1,242,311.82
1621 Buildings	528,972.99	0.00	528,972.99
1640 Water Distributions Systems - Ot	77,921.71	0.00	77,921.71
1641 Beaver Dam Water System	1,959,379.46	0.00	1,959,379.46
1642 Booster Station	22,535.08	0.00	22,535.08
1643 Bothwell meter station	24,428.11	0.00	24,428.11
1644 Country Classics	89,500.00	0.00	89,500.00

**Bear River Water Conservancy District**

**Standard Financial Report**

Operations - 12/01/2024 to 12/31/2024

100.00% of the fiscal year has expired

	Prior Year Actual	December Actual	Current Year Actual
1646 Harper Ward System	1,119,200.63	0.00	1,119,200.63
1647 Honeyville Connection	16,497.50	0.00	16,497.50
1648 Newman Well	481,809.72	0.00	481,809.72
1649 RS/NG Meter Station	34,733.35	0.00	34,733.35
1650 Stevenson Farms #1	120,000.00	0.00	120,000.00
1651 TP-Backup Well	293,826.10	0.00	293,826.10
1652 TP 12" bypass system	283,221.18	0.00	283,221.18
1653 Tremonton Project	2,097,405.34	0.00	2,097,405.34
1654 WCorinne/Corinne Mtr Stn	79,881.97	0.00	79,881.97
1655 South Willard Water System	2,976,032.07	0.00	2,976,032.07
1657 BackupWell Enclosure	71,702.02	0.00	71,702.02
1661.1 Equipment	522,589.10	0.00	522,589.10
1661.2 Bothwell System Generator	129,602.70	0.00	129,602.70
1671.3 2020 Dodge Ram Truck	51,148.75	0.00	51,148.75
<b>Total Property</b>	<b>17,280,048.98</b>	<b>0.00</b>	<b>17,280,048.98</b>
<b>Accumulated depreciation</b>			
1721 Accumulated Depreciation	(5,123,578.20)	(30,036.00)	(5,484,010.20)
<b>Total Accumulated depreciation</b>	<b>(5,123,578.20)</b>	<b>(30,036.00)</b>	<b>(5,484,010.20)</b>
<b>Total Capital assets</b>	<b>14,807,643.87</b>	<b>319,979.76</b>	<b>16,630,589.48</b>
<b>Other non-current assets</b>			
1802 Deferred outflows of resources	138,787.00	0.00	138,787.00
1803 Suspense	23.90	0.00	23.90
<b>Total Other non-current assets</b>	<b>138,810.90</b>	<b>0.00</b>	<b>138,810.90</b>
<b>Total Non-Current Assets</b>	<b>14,946,454.77</b>	<b>319,979.76</b>	<b>16,769,400.38</b>
<b>Total Assets:</b>	<b>19,624,967.11</b>	<b>29,642.70</b>	<b>21,570,335.65</b>
<b>Liabilites and Fund Equity:</b>			
<b>Liabilites:</b>			
<b>Current liabilities</b>			
2131 Accounts payable	(114,757.24)	(81,694.67)	(300,894.14)
2132.1 CC - Capital One	(2,934.56)	0.00	(487.76)
2132.4 CC - Visa	0.00	1,365.82	(392.65)
2150 CC Clearing Account	2,277.50	392.65	880.41
2330 Customer Rental deposits	(3,190.00)	1,500.00	(3,190.00)
<b>Total Current liabilities</b>	<b>(118,604.30)</b>	<b>(78,436.20)</b>	<b>(304,084.14)</b>
<b>Payroll liabilities</b>			
2211 Accrued wages payable	(16,140.79)	0.00	(16,140.79)
2223.1 401K payable	(4,329.05)	(552.29)	(3,969.45)
2223.2 Roth payable	(80.77)	(15.00)	(199.00)
2224.1 Additional Life payable	(177.42)	4.21	(103.84)
2225.1 Dental Insurance payable	(706.73)	24.92	(562.63)
2225.2 Health Insurance payable	(13,402.95)	362.57	(10,913.51)
2225.3 HSA Contributions	(14,877.78)	1,442.30	(1,134.00)
2225.4 Long Term Disability payable	(226.17)	0.46	(193.92)
2225.7 Vision Insurance payable	(115.01)	3.76	(90.89)
2226 Suta payable	(270.41)	(1.96)	(305.13)
2290 Deferred Vacation payable	(17,994.61)	0.00	(17,994.61)
<b>Total Payroll liabilities</b>	<b>(68,321.69)</b>	<b>1,268.97</b>	<b>(51,607.77)</b>
<b>Liabilities</b>			
2501.2 Collinston project	(12,348.00)	0.00	(12,348.00)
2501.3 I/P Newman well	923.00	0.00	923.00
2501.4 I/P Sw project	(14,125.50)	0.00	(14,125.50)
2501.6 I/P b	(3,200.67)	0.00	(3,200.67)
2501.9 Retainage Payable	(33,625.28)	0.00	(33,625.28)
<b>Total Liabilities</b>	<b>(62,376.45)</b>	<b>0.00</b>	<b>(62,376.45)</b>
<b>Long-term liabilities</b>			
2509 SRF 3S1849 2024- Interest	0.00	4,092.01	4,092.01
2510 Newman 128000232R	(72,000.00)	0.00	(72,000.00)
2513 Tremonton D7380R Interest	(161,000.00)	0.00	(2,000.00)
2515 So Willard 3S096 Interest	(645,000.00)	104,000.00	(439,000.00)
2516 Beaver Dam 3F144	(162,000.00)	0.00	(154,000.00)
2517 Collinston 3F214	(2,058,000.00)	93,000.00	(1,873,000.00)

**Bear River Water Conservancy District**  
**Standard Financial Report**  
**Operations - 12/01/2024 to 12/31/2024**  
**100.00% of the fiscal year has expired**

	Prior Year Actual	December Actual	Current Year Actual
2518 Master Plan 3F253P	(40,000.00)	10,000.00	(20,000.00)
2519 Flat Canyon 3S1740	(42,000.00)	3,000.00	(39,000.00)
2520 HW Test Well 3S1761	(127,000.00)	7,000.00	(120,000.00)
2521 Lease Liability	(30,342.00)	0.00	(30,342.00)
<b>Total Long-term liabilities</b>	<b>(3,337,342.00)</b>	<b>221,092.01</b>	<b>(2,745,249.99)</b>
<b>Deferred inflows</b>			
2601 Net Pension liability	(49,990.00)	0.00	(49,990.00)
2602 Deferred Inflows Of resources	(918,322.73)	0.00	(918,322.73)
<b>Total Deferred inflows</b>	<b>(968,312.73)</b>	<b>0.00</b>	<b>(968,312.73)</b>
<b>Total Liabilities:</b>	<b>(4,554,957.17)</b>	<b>143,924.78</b>	<b>(4,131,631.08)</b>
<b>Equity - Paid In / Contributed</b>			
2791.1 Cap Contibribtion: Beaver Dam	(1,650.00)	0.00	(1,650.00)
2791.2 Cap Contibribtion: Collinston	(553,360.50)	0.00	(553,360.50)
2791.3 Cap Contibribtion: Harper Subscri	(333,000.00)	0.00	(333,000.00)
2791.4 CapContibribtion: Tremonton Proj	(76,600.00)	0.00	(76,600.00)
2791.5 Cap Contibribtion: Water Systems	(209,500.00)	0.00	(209,500.00)
2791.6 Cap Contibribtion: Contributed Ca	(150,200.02)	0.00	(150,200.02)
2981 Retained Earnings	(13,745,699.42)	(173,567.48)	(16,114,394.05)
<b>Total Equity - Paid In / Contributed</b>	<b>(15,070,009.94)</b>	<b>(173,567.48)</b>	<b>(17,438,704.57)</b>
<b>Total Liabilites and Fund Equity:</b>	<b>(19,624,967.11)</b>	<b>(29,642.70)</b>	<b>(21,570,335.65)</b>
<b>Total Net Position</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**Bear River Water Conservancy District**

Standard Financial Report

Operations - 12/01/2024 to 12/31/2024

100.00% of the fiscal year has expired

	Prior Year Actual	December Actual	Current Year Actual	Revised Budget	Remaining Budget	% Earned/ Used
<b>Income or Expense</b>						
<b>Income From Operations:</b>						
<b>Operating income</b>						
<b>Water sales</b>						
5141 Beaver Dam Dry Taps	580.00	50.00	600.00	600.00	0.00	100.00%
5142 Beaver Dam Retail	19,008.25	1,552.00	22,293.25	20,000.00	(2,293.25)	111.47%
5152 Bothwell M&I Retail	43,010.25	2,351.00	72,274.20	48,000.00	(24,274.20)	150.57%
5153 Bothwell M&I Wholesale	228,256.64	88,338.38	370,335.91	292,000.00	(78,335.91)	126.83%
5161 Collinston Dry Taps	10,890.00	810.00	10,263.33	11,235.00	971.67	91.35%
5162 Collinston Retail	49,146.25	6,620.43	74,564.14	56,000.00	(18,564.14)	133.15%
5163 Collinston Wholesale	56,925.00	19,762.50	79,050.00	79,000.00	(50.00)	100.06%
5172 Harper Ward Retail	87,004.50	4,849.00	116,796.00	94,000.00	(22,796.00)	124.25%
5173 Harper Ward Dry Taps	120.00	0.00	110.00	0.00	(110.00)	0.00%
5182 South Willard Retail	1,860.00	160.00	2,872.00	1,500.00	(1,372.00)	191.47%
5183 South Willard Wholesale	23,846.40	6,975.00	27,900.00	21,500.00	(6,400.00)	129.77%
5190 Water Testing Reimbursed	180.00	60.00	120.00	240.00	120.00	50.00%
<b>Total Water sales</b>	<b>520,827.29</b>	<b>131,528.31</b>	<b>777,178.83</b>	<b>624,075.00</b>	<b>(153,103.83)</b>	<b>124.53%</b>
<b>Rental income</b>						
5212 Farm Power Reimbursement	37,521.99	3,830.40	40,957.12	40,000.00	(957.12)	102.39%
5213 Farm Rent	85,567.03	0.00	87,756.00	80,700.00	(7,056.00)	108.74%
5215 Riverside North Garland Lease	2,156.05	0.00	2,218.00	2,218.00	0.00	100.00%
5216 Ukon Sublease	11,775.20	0.00	12,286.22	12,286.00	(0.22)	100.00%
<b>Total Rental income</b>	<b>137,020.27</b>	<b>3,830.40</b>	<b>143,217.34</b>	<b>135,204.00</b>	<b>(8,013.34)</b>	<b>105.93%</b>
<b>Total Operating income</b>	<b>657,847.56</b>	<b>135,358.71</b>	<b>920,396.17</b>	<b>759,279.00</b>	<b>(161,117.17)</b>	<b>121.22%</b>
<b>Operating expense</b>						
<b>Water system operations</b>						
<b>Payroll expenses</b>						
<b>Wages</b>						
6110 Gross Wages	467,277.36	27,672.29	402,314.85	486,000.00	83,685.15	82.78%
6111 Gross Wages: Bonuses	2,407.50	2,000.00	7,000.00	0.00	(7,000.00)	0.00%
6112 Trustees Payroll Expense	11,305.00	640.00	8,490.00	10,000.00	1,510.00	84.90%
6144 Payroll Expense-Other	1,602.59	0.00	0.00	4,000.00	4,000.00	0.00%
<b>Total Wages</b>	<b>482,592.45</b>	<b>30,312.29</b>	<b>417,804.85</b>	<b>500,000.00</b>	<b>82,195.15</b>	<b>83.56%</b>
<b>Benefits</b>						
6131 FICA Expense	35,992.02	2,296.85	32,065.95	38,097.00	6,031.05	84.17%
6132 SUTA Expense	935.19	1.80	856.38	1,045.00	188.62	81.95%
6133 Employee Health Insurance	127,958.05	7,936.41	111,458.40	137,850.00	26,391.60	80.85%
6134 Dental Insurance Expense	7,084.81	415.94	5,871.40	7,500.00	1,628.60	78.29%
6135 Employee Life Insurance	663.55	33.64	525.77	637.00	111.23	82.54%
6136 Employee LT Disability	2,247.10	134.05	1,993.52	2,596.00	602.48	76.79%
6138 Vision Insurance Expense	1,123.72	66.40	942.16	1,245.00	302.84	75.68%
6139 HSA Contribution-Employer Paid	28,672.59	10,012.60	19,189.80	24,000.00	4,810.20	79.96%
6140 Retirement & Benefits	90,668.50	5,141.45	78,491.13	89,650.00	11,158.87	87.55%
6141 Workers Compensation	5,199.32	268.64	3,011.19	4,500.00	1,488.81	66.92%
6143 General Gov Pension Expense	(31,926.00)	0.00	0.00	2,880.00	2,880.00	0.00%
<b>Total Benefits</b>	<b>268,618.85</b>	<b>26,307.78</b>	<b>254,405.70</b>	<b>310,000.00</b>	<b>55,594.30</b>	<b>82.07%</b>
<b>Total Payroll expenses</b>	<b>751,211.30</b>	<b>56,620.07</b>	<b>672,210.55</b>	<b>810,000.00</b>	<b>137,789.45</b>	<b>82.99%</b>
<b>Operations</b>						
6191 Uniforms-Office Personnel	400.00	0.00	241.99	450.00	208.01	53.78%
6192 Uniforms-Systems Operators	877.43	0.00	609.97	600.00	(9.97)	101.66%
6210 Memberships & Registrations	14,639.42	453.27	16,467.77	8,000.00	(8,467.77)	205.85%
6231 Conferences Training	6,375.71	0.00	4,800.00	10,000.00	5,200.00	48.00%
6232 Mileage Reimbursement	9,378.11	26.13	6,775.35	10,000.00	3,224.65	67.75%
6233 Travel Expenses	6,326.10	(1,502.34)	5,540.33	8,000.00	2,459.67	69.25%
6241 Office Supplies & Postage	12,971.88	1,134.72	10,736.58	12,000.00	1,263.42	89.47%
6261 Automotive Repairs	7,572.74	1,601.39	5,575.25	8,000.00	2,424.75	69.69%
6262 Building Repairs & Maintenance	4,212.17	380.99	25,539.76	22,500.00	(3,039.76)	113.51%
6263 Computer/Networking	10,903.41	985.00	19,982.78	11,000.00	(8,982.78)	181.66%
6264 Equipment Repairs	129.64	0.00	225.09	350.00	124.91	64.31%
6265 Machinery & Equipment	1,499.00	0.00	0.00	0.00	0.00	0.00%
6266 Material & Supplies	21.01	0.00	0.00	0.00	0.00	0.00%
6281 Utilities Utilities	12,497.21	501.09	11,280.04	10,000.00	(1,280.04)	112.80%
6282 Telephone Telephone	10,226.29	446.45	8,715.39	10,000.00	1,284.61	87.15%

## Bear River Water Conservancy District

### Standard Financial Report

Operations - 12/01/2024 to 12/31/2024

100.00% of the fiscal year has expired

	Prior Year Actual	December Actual	Current Year Actual	Revised Budget	Remaining Budget	% Earned/ Used
6293 Licenses and Permits	0.00	0.00	0.00	250.00	250.00	0.00%
6311 Legal	23,413.88	12,382.50	36,371.90	60,000.00	23,628.10	60.62%
6312 Accounting	29,012.80	1,250.00	25,675.00	25,000.00	(675.00)	102.70%
6313 Engineering	90,024.58	7,134.00	82,127.55	70,000.00	(12,127.55)	117.33%
6313.5 BR Canal PL 566	114,418.50	0.00	446,825.20	750,000.00	303,174.80	59.58%
6314 Exploration & Studies	93,496.98	15,575.00	108,606.28	150,000.00	41,393.72	72.40%
6315 Beaver Dam Supply Analysis	6,843.75	0.00	0.00	0.00	0.00	0.00%
6320 Engineering Howell Town	0.00	1,033.00	1,033.00	0.00	(1,033.00)	0.00%
6322 County Water Master Plan	0.00	15,575.00	81,547.25	0.00	(81,547.25)	0.00%
6448 Equipment and Tools	4,979.61	980.00	54,466.29	80,000.00	25,533.71	68.08%
6449 Operating Supplies	7,731.42	4,509.52	31,120.85	45,000.00	13,879.15	69.16%
6450 Beaver Dam O&M Expenses	14,978.75	5,436.54	33,896.57	30,000.00	(3,896.57)	112.99%
6451 Bothwell System O&M Expenses	98,324.66	8,982.28	149,176.56	140,000.00	(9,176.56)	106.55%
6452 Collinston System O&M Expense	22,646.05	(22,780.25)	51,732.33	75,000.00	23,267.67	68.98%
6453 Harper Ward System O&M Expe	7,413.77	50.26	35,054.41	125,000.00	89,945.59	28.04%
6454 So Willard System O&M Expens	28,158.10	2,960.77	47,059.11	30,000.00	(17,059.11)	156.86%
6456 SCADA	39,309.88	0.00	13,100.63	50,000.00	36,899.37	26.20%
6457 System O&M Expenses Fuel	16,650.25	1,058.72	14,258.59	25,000.00	10,741.41	57.03%
6460 Contracted-Misc Services	2,664.32	0.00	596.80	5,000.00	4,403.20	11.94%
6461 Water Service Connection Costs	7,777.72	0.00	10,757.18	10,000.00	(757.18)	107.57%
6480 Weather Modification Expense	53,456.38	6,150.00	59,670.00	56,100.00	(3,570.00)	106.36%
6490 Advertising Advertising	5,489.66	0.00	4,385.70	7,000.00	2,614.30	62.65%
6491 Printing and Reproduction	3,203.24	212.23	3,298.55	5,000.00	1,701.45	65.97%
6510 Auto Insurance	1,627.96	0.00	3,311.95	4,000.00	688.05	82.80%
6511 Bonds	3,631.85	815.00	9,896.97	3,000.00	(6,896.97)	329.90%
6512 Liability Insurance	8,284.34	0.00	3,824.15	10,000.00	6,175.85	38.24%
6611 Bank Service Charges	856.00	30.35	1,188.15	1,000.00	(188.15)	118.82%
6612 Merchant Card Services	2,779.20	171.05	2,769.67	3,500.00	730.33	79.13%
6613 Bad Debt Expense	8,625.00	0.00	0.00	150.00	150.00	0.00%
<b>Total Operations</b>	<b>793,828.77</b>	<b>65,552.67</b>	<b>1,428,240.94</b>	<b>1,870,900.00</b>	<b>442,659.06</b>	<b>76.34%</b>
<b>Water purchased</b>						
6672 Water Purchased-BC	48,947.55	8,146.28	52,950.82	50,000.00	(2,950.82)	105.90%
6673 Water Purchased-Deweyville	33,870.25	8,338.00	23,338.00	20,000.00	(3,338.00)	116.69%
<b>Total Water purchased</b>	<b>82,817.80</b>	<b>16,484.28</b>	<b>76,288.82</b>	<b>70,000.00</b>	<b>(6,288.82)</b>	<b>108.98%</b>
<b>Depreciation</b>						
6690 Depreciation Depreciation	361,088.63	30,036.00	360,432.00	400,000.00	39,568.00	90.11%
<b>Total Depreciation</b>	<b>361,088.63</b>	<b>30,036.00</b>	<b>360,432.00</b>	<b>400,000.00</b>	<b>39,568.00</b>	<b>90.11%</b>
<b>Total Water system operations</b>	<b>1,988,946.50</b>	<b>168,693.02</b>	<b>2,537,172.31</b>	<b>3,150,900.00</b>	<b>613,727.69</b>	<b>80.52%</b>
<b>Total Operating expense</b>	<b>1,988,946.50</b>	<b>168,693.02</b>	<b>2,537,172.31</b>	<b>3,150,900.00</b>	<b>613,727.69</b>	<b>80.52%</b>
<b>Total Income From Operations:</b>	<b>(1,331,098.94)</b>	<b>(33,334.31)</b>	<b>(1,616,776.14)</b>	<b>(2,391,621.00)</b>	<b>(774,844.86)</b>	<b>67.60%</b>
<b>Non-Operating Items:</b>						
<b>Non-operating income</b>						
<b>Property taxes</b>						
5501 Property Taxes	2,032,250.22	0.00	710,084.07	1,684,175.00	974,090.93	42.16%
5502 Property Tax RDA	0.00	0.00	0.00	125,080.00	125,080.00	0.00%
<b>Total Property taxes</b>	<b>2,032,250.22</b>	<b>0.00</b>	<b>710,084.07</b>	<b>1,809,255.00</b>	<b>1,099,170.93</b>	<b>39.25%</b>
<b>Grants</b>						
5510 State Grants	0.00	0.00	1,943,661.50	150,000.00	(1,793,661.50)	1,295.77%
5511 Weather Modification	26,289.31	0.00	36,500.00	29,200.00	(7,300.00)	125.00%
5515 Federal Grants	419,777.21	230,082.21	1,075,780.51	0.00	(1,075,780.51)	0.00%
5515.1 BR Canal PL 566	0.00	0.00	57,362.50	0.00	(57,362.50)	0.00%
5516 County ARPA Fund Grant	622,041.12	0.00	0.00	0.00	0.00	0.00%
<b>Total Grants</b>	<b>1,068,107.64</b>	<b>230,082.21</b>	<b>3,113,304.51</b>	<b>179,200.00</b>	<b>(2,934,104.51)</b>	<b>1,737.34%</b>
<b>Impact fees</b>						
5520 Other income	452.00	0.00	7,857.14	0.00	(7,857.14)	0.00%
5522 Bothwell Impact Fees	46,500.00	0.00	0.00	0.00	0.00	0.00%
5524 Harper Ward Impact Fees	5,380.00	0.00	0.00	0.00	0.00	0.00%
<b>Total Impact fees</b>	<b>52,332.00</b>	<b>0.00</b>	<b>7,857.14</b>	<b>0.00</b>	<b>(7,857.14)</b>	<b>0.00%</b>
<b>Other non-operating income</b>						
5310 Connection Fees Collected	17,014.00	0.00	15,264.00	15,000.00	(264.00)	101.76%
5410 Finance Charge Income	4,321.90	507.29	5,673.03	2,800.00	(2,873.03)	202.61%

**Bear River Water Conservancy District**

Standard Financial Report

Operations - 12/01/2024 to 12/31/2024

100.00% of the fiscal year has expired

	Prior Year Actual	December Actual	Current Year Actual	Revised Budget	Remaining Budget	% Earned/ Used
5610 Interest Income	182,822.79	0.00	188,461.23	60,000.00	(128,461.23)	314.10%
5631 Contributed Capital	0.00	0.00	0.00	88,150.00	88,150.00	0.00%
<b>Total Other non-operating income</b>	<b>204,158.69</b>	<b>507.29</b>	<b>209,398.26</b>	<b>165,950.00</b>	<b>(43,448.26)</b>	<b>126.18%</b>
<b>Total Non-operating income</b>	<b>3,356,848.55</b>	<b>230,589.50</b>	<b>4,040,643.98</b>	<b>2,154,405.00</b>	<b>(1,886,238.98)</b>	<b>187.55%</b>
<b>Non-operating expense</b>						
<b>Interest expense</b>						
6810 Loan Principal Payments	0.00	0.00	0.00	323,000.00	323,000.00	0.00%
6813 Collinston 3F Series 2014	12,347.99	11,796.01	24,144.01	12,348.00	(11,796.01)	195.53%
6815 Newman DDW R	(768.08)	0.00	0.00	0.00	0.00	0.00%
6816 South Willard DDW S096	15,485.12	11,891.70	26,017.20	14,126.00	(11,891.20)	184.18%
6819 Tremonton B DWR RD R	3,557.32	0.00	4,012.00	3,230.00	(782.00)	124.21%
6820 2022 Multi Project #3S1849	0.00	0.00	0.00	35,000.00	35,000.00	0.00%
<b>Total Interest expense</b>	<b>30,622.35</b>	<b>23,687.71</b>	<b>54,173.21</b>	<b>387,704.00</b>	<b>333,530.79</b>	<b>13.97%</b>
<b>Contributions to other governments</b>						
6910 Contr. to other Gov'ts-RDA Encr	0.00	0.00	0.00	125,080.00	125,080.00	0.00%
6911 Contr. to Other Governments	132,110.32	0.00	1,000.00	0.00	(1,000.00)	0.00%
<b>Total Contributions to other governme</b>	<b>132,110.32</b>	<b>0.00</b>	<b>1,000.00</b>	<b>125,080.00</b>	<b>124,080.00</b>	<b>0.80%</b>
<b>Total Non-operating expense</b>	<b>162,732.67</b>	<b>23,687.71</b>	<b>55,173.21</b>	<b>512,784.00</b>	<b>457,610.79</b>	<b>10.76%</b>
<b>Total Non-Operating Items:</b>	<b>3,194,115.88</b>	<b>206,901.79</b>	<b>3,985,470.77</b>	<b>1,641,621.00</b>	<b>(2,343,849.77)</b>	<b>242.78%</b>
<b>Total Income or Expense</b>	<b>1,863,016.94</b>	<b>173,567.48</b>	<b>2,368,694.63</b>	<b>(750,000.00)</b>	<b>(3,118,694.63)</b>	<b>-315.83%</b>

## SCOPE OF SERVICES

The intended scope of services for the project is outlined below. The final scope of services will be negotiated with the selected Consultant. The District may add, remove, or modify tasks during negotiations as needed to best meet the goals of the study.

1. **Project Management and Communications**  
Attend kickoff meeting, progress meetings, and provide (2) presentations to the District Board demonstrating progress and/or results of study.
2. **Site Evaluation**  
Conduct site evaluations of the land for sale near Point Lookout and alternative sites to identify viable locations for the water treatment plant. Select site based on site evaluation.
3. **Water Quality and Treatment Feasibility**  
For the site selected, design a conceptual drinking water treatment system and provide alternative treatment schemes. Evaluate the feasibility of each proposed treatment system design.
4. **Hydraulic Modeling**  
Model the Bothwell System with the inclusion of the water treatment system at the selected site to assess the feasibility of meeting water conveyance requirements in the service area.
5. **Pilot Study**  
Collaborate with BRWCD and water treatment technology vendors to conduct a pilot study. Demonstrate treatment effectiveness. Identify issues during pilot study and provide mitigation actions for full-scale treatment.
6. **State Agency Coordination**  
Determine the ability to obtain necessary permits and approvals from BRWCD, Utah Division of Drinking Water, Utah Division of Water Quality, Utah Division of Water Rights, and Utah Division of Water Resources for the construction and operation of the proposed water treatment system.
7. **Capital Improvements Assessment**  
Evaluate existing water infrastructure and identify the infrastructure needed to implement the proposed water treatment system. Outline costs and provide the District with potential funding sources.

**8. Implementation Plan**

Prepare a document that describes the findings from each component of the study (i.e., site evaluation, water quality and treatment feasibility, modeling, etc.) and provide realistic phasing strategies to assist with the construction of a drinking water plant and gradual implementation of water treatment service.

Note... This Document was prepared by Hansen Allen and Luce. 2024



# Water Service Policy

Adopted by the Board of Trustees  
August 31, 2022

## Contents

Section 1. Basic Policy .....	2
Section 2. Petitions for Water Service.....	2
2.1 Petitions for additional Wholesale Water Service to Current Customers.....	2
2.2 Petitions for New Wholesale Water Service .....	3
2.3 Petitions for Temporary Water Service Not for Public Water Supply.....	3
2.4 Petitions for Wholesale Water Service to New Development or Existing Homes Located Outside the Service Area of a Public Water System or Within such Service Area but Denied Water Service from the Public Water System .....	4
2.5 Petitions for New Retail Water Service to a Residence, Commercial Entity, Industrial Facility or New Development Area.....	4
2.6 Petitions for Emergency Water Service.....	5
Section 3. Construction and Installation of Infrastructure.....	5
3.1 Existing District Facilities .....	6
3.2 No Existing District Facilities Available .....	6
3.3 Construction Requirements and Specifications for Facilities .....	6
Section 4. Project Warranty/Conveyance of Subdivision Improvement/ District to Assume Operation and Maintenance Responsibilities.....	7
Section 5. Pipeline Easement Locations .....	7
Section 6. Petition Procedures and Requirements .....	8
6.1 Pre-Petition Meeting .....	8
6.2 Recommendation Following Petition Being Presented to the Board.....	8
6.3 Engineering and Analysis Costs .....	9
6.4 Supplemental Studies / Engineering at Petitioner’s Expense .....	9
6.5 Approval by Box Elder County and Other Governmental Entities .....	9
6.6 Meeting Public Drinking Water Standards .....	9
6.7 Transfer of Water Rights, Facilities, and Property .....	10

# BEAR RIVER WATER CONSERVANCY DISTRICT WATER SERVICE POLICY

This policy applies to the provision of water service to areas located within the boundaries of the Bear River Water Conservancy District ("District").

## Section 1. Basic Policy

It is the policy of the District to provide water service, where possible, within the boundaries of the District, and to work closely with the planning and zoning departments of Box Elder County and municipalities within, in promoting the health and welfare of the residents of the County. The District is primarily a wholesale water supplier and provides retail water service in certain areas. Wholesale water service is when District provides water to an entity that provides water to the individual end user connections. Retail water service is when District provides water to the individual end user. The District may provide water service connections of any type necessary to fulfill its purpose and mission.

Each wholesale petitioner and/or developer for new multiple retail service connections shall file a formal petition by means of submitting a "Petition for Water Service" form (Appendix A) requesting water service to be considered by the District Board of Trustees ("Board"). The Board will consider each and every petition on an individual basis taking into consideration but not limited to the following: location, cost, impact, water supplies, system capacity and other factors as the Board may determine to be appropriate to determine if granting the petition is in the best interests of the District. If the Board does not vote to approve the petition for the service of water, the petition is found to be not in the best interests of the District.

Each area of retail water service is governed by an Impact Fee Plan and Analysis ("IFPA") that has been approved by the Board. The purpose of the IFPA is to serve as the policy document for the given water system. District staff will process requests for a single retail water connection as outlined in the IFPA. These requests will not be required to petition the Board.

## Section 2. Petitions for Water Service

### 2.1 Petitions for additional Wholesale Water Service to Current Customers

**2.1.1.** In the event a Petitioner, that is an existing wholesale customer of the District, requests the delivery of additional water and is currently receiving water from the District pursuant to an existing water service contract in good standing, the District shall evaluate the petition and shall amend the existing contract to provide the additional water service so long as (1) the District has adequate water supplies and system capacity, and (2) the

provision of additional water is in the best interests of the District, both as determined by District in its sole discretion.

**2.1.2** In the event an existing wholesale customer of the District petitions for the delivery of additional water from the District pursuant to an existing water service contract in good standing, but the District does not have adequate water supplies or system capacity to provide the requested service as determined by District in its sole discretion, the District shall evaluate the petition and may enter into a new agreement with the petitioner to provide the additional water service as long as (1) adequate water supplies are obtainable by the installation and/or construction of the main lines, transmission lines, wells, storage reservoirs and facilities, water meters and/or any other facilities ("Facilities"), at no cost to the District, necessary for the provision of water service pursuant to the requirements of Section 3 herein, and (2) providing the additional water service would be in the best interests of the District, both as determined by District in its sole discretion.

## 2.2 Petitions for New Wholesale Water Service

**2.2.1.** In the event a non-customer petitioner requests the delivery of wholesale water, the District shall evaluate the petition and may provide the requested water service, pursuant to a written agreement between the Petitioner and the District, as long as (1) the District has or may obtain adequate water supplies and system capacity with the installation of any necessary Facilities, at no cost to the District, pursuant to the requirements of Section 3 herein, and (2) providing the requested water service would be in the best interests of the District, both as determined by District in its sole discretion.

## 2.3 Petitions for Temporary Water Service Not for Public Water Supply

**2.3.1** The District may provide temporary water service for projects within Box Elder County in proximity to existing water system lines. The District will provide metering and backflow devices for the water service, however, the applicant may be required to reimburse District the cost of any new devices that are required to provide water. The applicant must complete and sign an application and agreement form (Appendix B provided by the District. The District will evaluate the petition and allow the temporary water service if deemed to be in the best interests of the District and all requirements are met by the petitioner.

**2.3.2** A meter deposit of \$1,500.00 is required for use of the meter and backflow device. The deposit is refundable upon completion of the water service and the equipment is returned in working order and all outstanding bills for water are paid in full. Damages to the District's equipment will be assessed and deducted from the deposit.

**2.3.3** The rate charged for temporary water service shall be the same as the current retail water rate in the same service area from which the water is taken. The meter will be read monthly during the project and an invoice will be sent to the water user. A \$200.00 charge for meter setup/take down will be added to the first monthly invoice. Payment for water used will be due immediately upon receiving the invoice.

**2.3.4** The water user shall take all necessary precautions to protect the integrity of the District's water system and shall not access the system in any other manner as to constitute a cross connection or any other threat

of contamination. The water user shall not access the District's water system at any location other than the location approved by the District.

**2.3.5** The water user shall provide adequate proof of insurance to cover any liability issues relating to the use of any District water system and such proof of insurance shall be received in the District's office prior to connection to the District's water system.

## 2.4 Petitions for Wholesale Water Service to New Development or Existing Homes Located Outside the Service Area of a Public Water System or Within such Service Area but Denied Water Service from the Public Water System

**2.4.1** In the event a Petition involves a new development area or existing homes located outside of the service area of an existing Public Water System ("Public Water System") or within the service area of an existing Public Water System and the request for water service has been denied to the petitioner and the number of service connections among the homes would fall within the definition of a Public Water System under the applicable rules of the Utah Division of Drinking Water, the District shall evaluate the petition.

**2.4.2** The Board may require the Petitioner to form its own water company or other entity to act as a Public Water System and assume responsibility for compliance with all applicable requirements under Utah law for Public Water Systems, including approval of the design and plans for development of the water company's water system by the Division of Drinking Water. Following such approval by the Division, the District may enter into an agreement to provide wholesale water service as long as (1) the District has or may obtain adequate water supplies with the construction and/or installation of any necessary Facilities, at no cost to the District, pursuant to the requirements of Section 3 herein, and (2) District determines providing the water service would be in the best interests of the District, both as determined by District in its sole discretion.

## 2.5 Petitions for New Retail Water Service to a Residence, Commercial Entity, Industrial Facility or New Development Area

**2.5.1** The District shall evaluate a Petition for new retail water service to a residence, commercial entity, industrial facility or new development area located within the service area of an existing Public Water System, as defined by the rules adopted by the Utah Division of Drinking Water, after the Petitioner has requested water service from the Public Water System and has had their request denied in writing.

**2.5.2** In the event a Petitioner subsequently files a petition with the District to receive retail water service from the District, the District shall evaluate the Petition and may enter into a written agreement to provide such service as long as (1) the District has or may obtain adequate water supplies with the installation and/or construction of any necessary Facilities, at no cost to the District, pursuant to the requirements of Section 3 herein, and (2) providing that additional water service would be in the best interest of the District.

**2.5.3** In the event a Petition concerns new development or existing homes located outside of the service area of an existing Public Water System, or a petitioner requested retail water service from an existing Public Water System and had such request denied and subsequently filed a petition with the District to receive retail water service

from the District, and the number of service connections among the homes requesting service would not fall within the definition of a Public Water System under the applicable rules of the Division of Drinking Water, the District shall evaluate the Petition and may enter into an agreement to provide the requested water service as long as (1) the District has or may obtain adequate water supplies with the construction and/or installation of any necessary Facilities, at no cost to the District, pursuant to the requirements of Section 3 herein, and (2) providing the water service would be in the best interests of the District. Further, any such water supply agreement shall reserve the right for the District to, at its sole discretion, at such time that the number of homes in the general area receiving water from the District under this or other Petitions fall within the definition of a Community Water System, require those homes to form their own water company or other entity and assume all responsibilities of a Community Water System in order to continue to receive water from the District, which would then be delivered on a wholesale basis. In such case, the District shall provide written notice to those customers of such requirement and allow them a reasonable period of time to form the water company or other entity, not to exceed a period of twelve (12) months from the date of notification.

**2.5.4** The Board reserves the right to consider a non-response from an existing Public Water System to a petitioner as a denial of service.

**2.5.5** The Board has sole discretion to determine whether it has water available in a water service area and whether connections are available to sell to a retail water system.

## 2.6 Petitions for Emergency Water Service

**2.6.1** In the event a Public Water Supplier petitioner (“Petitioner”) requests the delivery of wholesale water to provide for the emergency needs of its existing customers, the District shall evaluate the petition and may provide the requested water service pursuant to a written agreement between the Petitioner and the District. The Petitioner shall use the same “Petition for Water Service” form provided by the District (Appendix A) to request emergency water service.

**2.6.2** The District will evaluate the Emergency Water Petition and shall only grant it if (1) the District determines that it has an adequate water supply available beyond that required to satisfy its existing water supply agreements and (2) the requested emergency water service is in the best interests of the District. If granted, an Emergency Water Petition shall be subject to and subordinate to the demands of the District’s existing customers.

**2.6.3** An Emergency Water Petition shall only provide water on a temporary, emergency basis. In the event the Petitioner’s water supply needs extend beyond the emergency basis, the District, at its sole discretion, shall make the determination that the water provision is no longer on an emergency basis and the Petitioner must enter into a firm water sale and purchase agreement with the District, if water is available, or the emergency water supply will be terminated.

**2.6.4** Pricing for Emergency Water Service may differ from the regular wholesale rate and will be determined on an individual basis.

## Section 3. Construction and Installation of Infrastructure

### 3.1 Existing District Facilities

**3.1.1** In the event a wholesale Petition is approved and the District has existing water diversion and delivery facilities available to deliver water to the Petitioner, the Petitioner shall be responsible, as its sole cost and expense, to construct, operate and maintain, repair and/or replace all facilities involved in the Petitioner's distribution and use of the water delivered by the District to the Petitioner at the place of delivery specified in the respective water delivery agreement between the Petitioner and the District.

### 3.2 No Existing District Facilities Available

**3.2.1** In the event that a wholesale Petition is approved and the District determines it does not have existing water diversion and delivery facilities available to deliver water to a Petitioner, in its sole discretion, the District (1) may install the facilities necessary to divert and deliver wholesale or retail water to the Petitioner and require the Petitioner to pay for such Facilities, or (2) may elect to have the Petitioner install the necessary water diversion and delivery Facilities, at no cost to the District, subject to plans and specifications previously approved by the District and convey title to such facilities to the District free and clear of any liens or encumbrances.

### 3.3 Construction Requirements and Specifications for Facilities

**3.3.1** Each retail development project shall be required to construct, at its own expense, all required internal (subdivision) water system improvements or facilities necessary to serve the proposed development. The internal water distribution system shall be constructed in accordance with the District's specifications and approved by the District's Engineer. The use of C900, ductile iron or equivalent pipe is required as specified by the District Engineer. Developer agrees to construct the water system pipelines of high-quality PVC pipe rated at a minimum pressure strength of 200 psi throughout the entire development. The size of the transmission lines will be evaluated and recommended by the District Engineer and System Operator. In the event the District and the Developers opinions differ, the Developer or Petitioner must agree to the District's recommendations. Any required booster stations, pressure reducing valves and/or storage facilities shall be placed at an elevation which will be compatible with existing pressure zones within the District's system. A pressure reducing valve station may be required where pressure exceeds 100 psi on the transmission lines. These improvements shall not be connected to the District's main transmission system until they have been inspected and approved by the District's Engineer and/or District's System Operator/ Inspector and accepted by the District.

**3.3.2** The required improvements or facilities shall include such infrastructure as District determines are required for a secondary water system whether or not secondary water is currently available. In the event secondary water service is available, the developer shall be required to work with the secondary water purveyor for the design and inspection of the secondary water infrastructure and the District shall reserve the right to inspect the design, plans and construction of the secondary water system. Residential, commercial and industrial customers receiving culinary water service by the District shall be required to connect to a secondary water system whenever one is available.

**3.3.3** The District will not, at any time, offer or agree to repay, or give any form of reimbursement, including future connection fees collected by the District, back to a developer for the construction of any transmission lines or any part of the subdivision infrastructure, to offset the costs of transmission lines or other infrastructure of the proposed project.

**3.3.4** In constructing the Culinary Water System, a developer may construct certain infrastructure that will directly benefit the project and will benefit future development within the service area of the District. Accordingly, Developer may receive partial repayment of the costs it incurs for the planning and construction of the repayable infrastructure. In its sole discretion, District will determine whether Developer may receive partial repayment. District may collect a special assessment from those future developers that benefit from the infrastructure in an amount stated in the Development and Service Agreement with the Developer installing the repayable infrastructure. The Repayment Fee will be payable to the Developer from District as it is collected from future developers, as per the terms set forth in the Development and Service Agreement.

## Section 4. Project Warranty/Conveyance of Subdivision Improvement/ District to Assume Operation and Maintenance Responsibilities

**4.1** The Petitioner or Developer will be required to warrant the project Facilities against all defects and malfunctions for the period of one year after the project has been declared complete. The Petitioner or Developer will maintain and repair any leaks or damage, at their sole expense, that may occur and will complete all repairs in a timely manner in the effort to conserve the water and to protect the service of the customers and integrity of the system in accordance with the Development and Service Agreement. Upon (1) District's completion and satisfactory final inspection and approval of the project facilities; and (2) written acceptance of the project by the General Manager and District Engineer; the project will be declared complete and the one-year warranty period shall begin. The District shall promptly contact the Developer at such time repairs or problems with the project facilities occur within the one-year warranty period.

## Section 5. Pipeline Easement Locations

**5.1** Where possible, all line extension and subdivision water system improvements shall be constructed within public streets and easements. However, where the lines must cross private property, the developer shall obtain, at the developer's sole expense, all required and necessary easements and convey them to District at no cost. The size of the easements required will be discussed and authorized by the District Engineer and/or System Operator/Inspector. The Developer shall provide the District with title insurance for and copies of all necessary easements. Title to any required storage, pump station or other facilities along with perpetual rights of ingress and egress for operation, maintenance, repair and replacement of the same shall be transferred to the District. The secondary water purveyor shall be provided with all of the same documents for easements and title to any facilities pertaining to the secondary water system construction. The secondary water purveyor shall discuss and authorize the size of required easements for the secondary water system and necessary facilities.

## Section 6. Petition Procedures and Requirements

### 6.1 Pre-Petition Meeting

**6.1.1** The Owner/Developer of the property referenced in the Petition shall meet with the District's General Manager, District's System Operator, and, if applicable, a representative from the secondary water purveyor to discuss the proposed project, area to be served, number of connections required, estimated water use, and any other relevant information deemed necessary by the District prior to filing the Petition for Water Service with the District. If following such a meeting, the property owner/developer wishes to proceed with a petition, the property owner/developer shall complete a Petition form (Appendix A) provided by the District and return the completed Petition to the General Manager. The Petitioner will then present the proposed project to the Board at the next regularly scheduled Board Meeting. As part of the presentation by the Petitioner, if the secondary water purveyor is not present in the meeting, a written statement from the secondary water purveyor shall be presented indicating the status and availability of a secondary water system. Petitioner shall describe how a secondary water system will be integrated into the development plan.

### 6.2 Recommendation Following Petition Being Presented to the Board

**6.2.1** Following the consideration of a Petition, the Board shall grant conditional approval of the Petition, deny the Petition, or request additional information before making a determination. In the event the Board grants conditional approval of the Petition, the District's General Manager and/or System Operator and/or Consulting Engineer shall meet again with the Petitioner and undertake a more detailed review of the proposed project and provide and discuss the District's requirements and specifications for new water service facilities.

**6.2.2** The Petitioner will be provided with the check list of Requirements and Specifications to be met for new system facilities, the form of which is Appendix C. The Requirements and Specifications Checklist form, when correctly completed and submitted to District will act as the application for final approval of the water service.

**6.2.3** The District Engineer will make recommendations to the Board concerning final approval or disapproval of the Petition, including any requirements to be completed prior to final approval of the Petition and prior to the commencement of construction in connection with the proposed project. Following and based on this review process, the Petitioner/Developer shall again meet with the Board at one of the regularly scheduled meetings of the Board to discuss and determine whether to grant final approval or deny the Petition.

**6.2.4** In the event the Petitioner/Developer neglects to proceed with the proposed project for a period of twelve (12) months, as determined by District, all pre-approvals granted by the Board or District Engineer shall lapse and are not binding. Petitioner/Developer must resubmit a Petition to be considered for water service.

### 6.3 Engineering and Analysis Costs

**6.3.1** The Petitioner/Developer may choose to use their own engineers for the system design and as-built drawings. In this case, the District engineers are required to review the Petitioner's plan of the proposed project, including but not limited to specific details concerning the property, the Facilities, transmission lines, storage reservoirs, water sources, easements or other property interests and water rights which the petitioner proposes to convey to the District upon completion of the project, at the sole cost to Petitioner/Developer. Petitioner/Developer may choose to use the District's engineers for the system design and as-built drawings. In this case, all engineering costs will be billed directly from the engineers to the Petitioner/Developer.

**6.3.2** The Petitioner/Developer will be responsible to pay actual costs for the services rendered on the proposed project by the District's consulting engineers, hydrologists, legal counsel, accountants, or other service professionals deemed necessary by the District to assist in reviewing the Petitioner's plan of the proposed project. An estimate of the hourly rate/hours will be given to Petitioner/Developer at the pre-petition meeting.

### 6.4 Supplemental Studies / Engineering at Petitioner's Expense

**6.4.1** The Board may require the Petitioner to complete additional studies and/or provide additional design, construction detail, or other material data during the District's investigation of the project proposed by a Petition. The Petitioner shall provide all requested information at its sole cost and expense, without any obligation on the part of the District.

### 6.5 Approval by Box Elder County and Other Governmental Entities

**6.5.1** Prior to and as a condition on any approval by the Board of a final Petition, the Petitioner shall provide documentation that the proposed project is in compliance with all applicable land use and zoning regulations of the State of Utah, Box Elder County and/or other governmental entities, and that conditional or final approval of the proposed project has been granted by the appropriate authority of Box Elder County and any other applicable governmental entities. The Board reserves the right to consider approval of the water service in the amount corresponding to the number of homes approved in each phase of the development approved by the County Planning Department or other appropriate authority. The developer shall be required to complete a new Petition for water service for each phase of development in the proposed project.

### 6.6 Meeting Public Drinking Water Standards

**6.6.1** Prior to any approval of a final Petition, the Petitioner shall show verification that the design and plans for the project have been submitted and approved by the Division of Drinking Water and all requirements have been met and are in compliance with the State of Utah rules for Public Drinking Water Systems.

**6.6.2** The Board and/or the District's Engineer or Inspector shall make a recommendation concerning the proposed project and define the requirements and specifications of the District to be fulfilled prior to

commencing the project. If the Board does not vote to approve the project, the project shall be found not in the best interests of the District.

## 6.7 Transfer of Water Rights, Facilities, and Property

**6.7.1** Board may require Developer to convey sufficient water rights and/or water shares associated with the property to the District to meet the anticipated water needs for the development project, including water rights associated with the property to be developed. The developer will be required to prepare, file, and prosecute to approval a change application with the Division of Water Rights to change the rights so they may be used by District for its purposes (Change Application). The Developer will prepare the Change Application; District must approve it before developer files it with the Division of Water Rights. The Change Application shall be at the sole cost of the Developer. The water rights to be conveyed shall have been approved for District use from District's sources by the State Engineer prior to their conveyance to the District. The District will negotiate a price with Developer for the water rights and/or water shares conveyed to the District upon the State Engineer's approval of the Change Application. This payment may be in the form of a credit toward the impact fees to be paid by Developer. The developer shall convey title of the water rights to the District without cost and by warranty deed in recordable form to the District. Developer will be required to pay for a water right title policy to ensure this conveyance is free and clear of all liens and encumbrances, except as may be expressly agreed to in writing and accepted by the District. Thereafter, the District shall be the owner of the water rights involved. The water rights may be co-mingled and become a part of the water rights and water supply of the District through which all of its customers will be served, including the proposed development.

**6.7.2** If the secondary water purveyor requires Petitioner/Developer to transfer water rights and/or water shares in order for it to provide secondary water to the development, the Petitioner/Developer shall abide by all rules, regulations and/or provisions established by the secondary water purveyor regarding the transfer water rights and/or water shares, including the transfer or water rights or shares associated with the property being developed.

**6.7.3** All Facilities having to do with culinary water system shall be transferred to the District. All Facilities having to do with the secondary water system shall be transferred to the secondary water purveyor. The Developer shall convey the facilities to the District and to the secondary water purveyor, free and clear of all liens and encumbrances, except for those specifically agreed to in writing by the District and/or the secondary water purveyor, by means of a conveying instrument acceptable to the District and the secondary water purveyor, i.e., Bill of Sale (Appendix D) provided by the District and the secondary water purveyor; the following items:

(A) The internal subdivision distribution system and all appurtenant facilities specifically including but not limited to all distribution lines, pumps, storage facilities, booster pumps, and any required treatment facilities, together with all appurtenant easements and rights-of-way for the operation, maintenance, repair and replacement of the same.

(B) Ownership to all storage and well sites, together with any and all easements and appurtenances in connection therewith, including any required protection zone easements to protect water sources, pipeline and utility easements and rights-of-way.

(C) Ownership to any water and all water rights required to be conveyed to the District and/or the secondary water purveyor as provided in Section 6.7.1 and 6.7.2.

BRWCD Forms for use with this Water Service Policy:

APPENDIX A - Petition for Water Service

APPENDIX B - Application & Agreement for Temporary Water Service

APPENDIX C - Requirements and Specification Checklist for New Water System Facilities

APPENDIX D - Bill of Sale, Exhibit 1 Description of the Facilities

## SCOPE OF SERVICES

The intended scope of services for the project is outlined below. The final scope of services will be negotiated with the selected Consultant. The District may add, remove, or modify tasks during negotiations as needed to best meet the goals of the study.

1. **Project Management and Communications**  
Attend kickoff meeting, progress meetings, and provide (2) presentations to the District Board demonstrating progress and/or results of study.
2. **Site Evaluation**  
Conduct site evaluations of the land for sale near Point Lookout and alternative sites to identify viable locations for the water treatment plant. Select site based on site evaluation.
3. **Water Quality and Treatment Feasibility**  
For the site selected, design a conceptual drinking water treatment system and provide alternative treatment schemes. Evaluate the feasibility of each proposed treatment system design.
4. **Hydraulic Modeling**  
Model the Bothwell System with the inclusion of the water treatment system at the selected site to assess the feasibility of meeting water conveyance requirements in the service area.
5. **Pilot Study**  
Collaborate with BRWCD and water treatment technology vendors to conduct a pilot study. Demonstrate treatment effectiveness. Identify issues during pilot study and provide mitigation actions for full-scale treatment.
6. **State Agency Coordination**  
Determine the ability to obtain necessary permits and approvals from BRWCD, Utah Division of Drinking Water, Utah Division of Water Quality, Utah Division of Water Rights, and Utah Division of Water Resources for the construction and operation of the proposed water treatment system.
7. **Capital Improvements Assessment**  
Evaluate existing water infrastructure and identify the infrastructure needed to implement the proposed water treatment system. Outline costs and provide the District with potential funding sources.

**8. Implementation Plan**

Prepare a document that describes the findings from each component of the study (i.e., site evaluation, water quality and treatment feasibility, modeling, etc.) and provide realistic phasing strategies to assist with the construction of a drinking water plant and gradual implementation of water treatment service.

Note... This Document was prepared by Hansen Allen and Luce. 2024