

NEW HARMONY VALLEY SPECIAL SERVICE DISTRICT

ADMINISTRATIVE CONTROL BOARD MEETING

October 16, 2024

NEW HARMONY FIRE STATION

1388 South Old Hwy 91

Meeting Minutes

I. Open Hearing: R C. Huckaby.

- a. Meeting called to order at 7:02 pm.

II. Attendance: Cathye Huckaby.

- a. Board Members Present: Clay Huckaby, Chairperson; John Southwick, Treasurer; Eric Kerns, Member; Ryan Frisby, Member; Cathye Huckaby, Board Clerk/Office Manager.
- b. Board Members Absent: Pat Fleckenstein Vice Chairperson.
- c. Fire Department Volunteers: Chief Banks.
- d. Fire Association Members: Mary Ellen Southwick, Tamra Banks.
- e. Community: N/A.

III. Reading and Approval of Previous ACB Meeting Minutes – Clay Huckaby.

- a. The September 18, 2024, minutes were emailed to each Administrative Control Board (ACB) member prior to the meeting. Each member of the ACB had a chance to review the minutes and make suggested changes. No changes were requested (See Attached).

Motion: A motion was made by Eric Kerns that the ACB Meeting Minutes of September 18, 2024, be approved as reviewed. John Southwick seconded the motion. Motion carried unanimously by all present.

IV. Financial Report: John Southwick.

- a. NHVSSD Balance Sheet dated as of 10-16-2024, was reviewed (See Attached).
- b. NHVSSD Budgets vs Actuals FY 2024; January – December 2024, as of 10-16-24 was reviewed (See Attached).
- c. NHVSSD Expense Report from 9-1-2024 to 10-16-2024 was reviewed (See Attached).

Motion: A motion was made by Eric Kerns that the financial reports reviewed and discussed be approved as submitted. John Southwick seconded the motion. Motion carried unanimously by all.

V. Swearing in of Eric Kerns, Oath-of-Office: Cathye Huckaby.

- a. The Oath of Office paperwork for Eric Kerns for this term could not be located therefore it was redone. (See Attached.) .

VI. Statement of Ethic: Cathye Huckaby.

- a. It has been several years since the Board signed a Statement of Ethics Policy. We now have several new members. The Board Members who were present, the Clerk and the Chief signed the Statement of Ethics policy (See Attached). Pat Fleckenstein will sign the Statement of Ethics at the next meeting.,

VII. Grant Updates: Clay Huckaby.

- a. Chairman Huckaby continues to apply for grants on behalf of the NHVSSD. The following are current active grant request:
 - Firehouse Subs – Submitted.
 - Gary Sinise Foundation – Submitted.
 - FEMA Grant – Due November.

VIII. Fire Engine available from Zion National Park: Clay Huckaby.

- a. The Transfer of Property Document has been signed (See Attached). It will take several more weeks until the process is completed through the Federal Bureaucracy, and we take ownership of the apparatus.

IX. 35th Annual Convention UASD: Clay Huckaby.

- a. Information presented (See Attached). Clay Huckaby will be attending. John Southwick and Cathye Huckaby may attend the first day. The district will pay the fee.

X. Board Members Report:

- a. The board would like to thank the New Harmony Fire Association for putting on yet another, very successful, well organized Apple Festival.

XII Radios Project 25: Jim Banks.

The conversion to the new radios will be happening this week. The Chief will be working with several agencies and companies to get this completed.

XIII. Fire Chief Report: Jim Banks.

- a. There have been 92 calls to date compared to last year 103.
- b. Several volunteers attended the annual Search & Rescue Conference held in Hurricane, Utah.
- c. The company that is building our new engine was in the epicenter of hurricane Milton. It is unknown if the company was damaged or if we can expect a delay in the delivery of the engine.
- d. The Chief needs help getting the paperwork submitted for EMR Licensing. Clay Huckaby volunteered to help

XIV. Office Manager Report: Cathye Huckaby.

- a. The 1st CIB Annual Reporting on our grant/loan is complete (See attached).
- b. The 1st payment on the CIB loan has been completed.
- c. As per the discussion last meeting \$10,000 was moved from the Contingency Account to the General Fund to cover the DNR grant until reimbursed.
- d. The 2025 Budget Meeting is schedule for November 20, 2024.

XIV. Fire Association: Jeanee Brown; Tamra Banks.

- a. The Apple festival was a huge success, approximately 4000 people attended, 84 vendors. The preliminary numbers are looking good. The association will present a financial report next month. More volunteers are needed next year.
- b. Christmas with Santa is scheduled for December 6, 2024.
- c. Volunteer Appreciation dinner is scheduled for December 14, 2024

XV. Community Report:

- a. No Reports.

XVI. Meeting Adjourned: Clay Huckaby.

- a. Meeting Adjourned 7:59pm.

Motion: A motion was made by Ryan Frisby the meeting adjourn. Eric Kerns seconded the motion. Motion carried unanimously by all present.

Institution is prohibited from discriminating on the basis of race, color, national origin, age, disability, religion, sex, familial status, sexual orientation, and reprisal. (Not all prohibited bases apply to all programs.) To file a complaint of discrimination, write USAD, Assistant Secretary for Civil Rights Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, S.W., Stop 9410 Washington, DC 20250-9410 Or call toll-free at (866) 632-9992 (English) or (800) 877-8339 (TTD or (866) 377-8642 (English Federal-relay) or (800) 845-6136 (Spanish Federal-relay). USDA is an equal opportunity provider and employer.”

Attachments:

ACB-FB Meeting Agenda 10-16- 2024

Utah Public Notice of Meeting 10-9-2024, 10-14-2024

NHVSSD Public Sign-in Sheet 10-16-2024

ACB-FB Meeting Minutes 9-18-2024

NHVSSD Balance Sheet as 10-16-2024

NHVSSD Budget vs Actuals January – December 2024 as of 10-16-2024

Expense Report 9-1-2024 to 10-16--2024 as of 10-16-2024

Oath of Office Eric Kerns

Signed Statement of Ethics, R Clayton Huckaby.; John Southwick; Eric Kerns, Ryan Frisby; Cathye Huckaby; Jim Banks

US Dept of Interior, Transfer of Property signed

35th Annual UASD Conference Information

Dept. of Workforce Services CIB Contract Monitoring report dated 9-16-2024

**NEW HARMONY VALLEY SPECIAL SERVICE DISTRICT
Administrative Control Board Hearing
October 16, 2024
7:00pm**

**KOLOB FIRE STATION
1388 South Old Hwy 91**

Agenda

- I. Open Meeting: Clay Huckaby.**
- II.**
- III. Attendance: Cathye Huckaby.**
- IV. Review/Approval of Meeting Minutes: Clay Huckaby.**
- V. Financial Report : John Southwick/Cathye Huckaby.**
 - Balance Sheet.
 - Budget vs Actuals.
 - Expenditures.
- VI. Swearing in of Eric Kerns Board Member: Cathye Huckaby**
- VII. Statement of Ethic Signatures: Cathye Huckaby**
- VIII. Grant Updates: R. C. Huckaby**
- IX. Fire Engine, Zion National Park: Clay Huckaby**
- X. 35th Annual Convention UASD: Clay Huckaby**
- XI. Board Member Report: Board**
- XII. Radios Project 25: Jim Banks**
- XIII. Fire Chief Report: Jim Banks**
 - Radio Transfer
 - EMR
- XIV. Office Manager Report: Cathye Huckaby**
 - CIB Annual Report: Cathye Huckaby
 - 1st Truck Payment
 - Use of Contingency money
 - Budget Review Scheduled November 20, 2024.
- XV. Fire Association Reports:**
- XVI. Community Remarks:**
- XVII. Meeting Adjourned:**

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Public Notice for New Harmony Administrative Control Board

From <support@helpdesk.utah.gov>
To <cathye.huckaby@newharmonyfire.org>
Date 2024-10-09 12:56

Utah Public Notice

[New Harmony Administrative Control Board](#) [Administrative Control Board - NHVSSD Meeting](#)

Notice Date & Time: 10/16/24 7:00 PM -10/16/24 9:00 PM

Description/Agenda:

To be Announced

Notice of Special Accommodations:

NOTICE OF SPECIAL ACCOMMODATION DURING PUBLIC MEETINGS In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify Cathye Huckaby at 435 767-1893

Notice of Electronic or telephone participation:

NA

Other information:

Location:

1388 S. Old HWY 91, NEW HARMONY, 84757

Contact information:

Cathye Huckaby , cathye.huckaby@newharmonyfire.org, (435)767-1893

To stop receiving email notifications for this public body, please click this link:

[Unsubscribe](#)

NEW HARMONY VALLEY SPECIAL SERVICE DISTRICT

Administrative Control Board Hearing

October 16, 2024

7:00pm

KOLOB FIRE STATION

1388 South Old Hwy 91

Agenda

- I. Open Meeting: Clay Huckaby.
- II.
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Notice of Electronic or telephone participation:

Public Notice Updated for New Harmony Administrative Control Board

From <support@helpdesk.utah.gov>

To <legalads@thespectrum.com>, <cathye.huckaby@newharmonyfire.org>

Date 2024-10-14 13:13

Utah Public Notice

Revised Notice

[New Harmony Administrative Control Board](#)

[Administrative Control Board - NHVSSD Meeting](#)

Notice Date & Time: 10/16/24 7:00 PM -10/16/24 9:00 PM

Description/Agenda:

NA

Other information:

Location:

1388 S. Old HWY 91, NEW HARMONY, 84757

Contact information:

Cathye Huckaby , cathye.huckaby@newharmonyfire.org, (435)767-1893

10-16-24

[illegible]

NEW HARMONY VALLEY SPECIAL SERVICE DISTRICT

ADMINISTRATIVE CONTROL BOARD MID-YEAR BUDGET REVIEW HEARING
Public Hearing

September 18, 2024

KOLOB FIRE STATION
1388 South Old Hwy 91
7:00PM

Hearing Minutes

I. Open Hearing: R C. Huckaby.

- a. Meeting called to order at 7:06 pm.

II. Attendance: Cathye Huckaby.

- a. Board Members Present: Clay Huckaby, Chairperson; John Southwick, Treasurer; Eric Kerns, Member; Ryan Frisby, Member; Cathye Huckaby, Board Clerk/Office Manager.
- b. Board Members Absent: Pat Fleckenstein Vice Chairperson.
- c. Fire Department Volunteers: Chief Banks, Scott Alishouse, Firefighter.
- d. Fire Association Members: Tamra Banks.
- e. Community: Misty Tobin, Hinton & Burdick.

III. Budget Revision Proposal Presentation: Cathye Huckaby, Misty Tobin.

- a. The following documents were reviewed and discussed:
- NHVSSD Balance Sheet dated as of 9-17-24, (See Attached).
 - NHVSSD Budgets vs Actuals FY 2024; January – December 2024, as of 9-17-24 (See Attached).
 - NHVSSD Expense Report for 7-10-2024 to 9-17-2024 (See Attached).
 - Adopted Budget Form NHVSSD FY2024, prepared by Hinton & Burdick.
 - Memo to Board Members, dated 9-17-2024 summarizing the proposed budget amendments.
- b. In summary, the budget is in good shape, line-item changes were made to cover expenses in specific areas (see attached memo to Board Members).
- c. It was suggested that prior to November's 2025 Budget Hearing, a work group put together suggestions for a future saving and equipment replacement proposal. John Southwick would like to see line-item expenditures for future savings.

IV. Community Comments:

- a. No public comments.

V. Motion:

Motion: A motion was made by Eric Kerns that the NHVSSD-ABC adopt the suggested budget amendments proposed and presented by Board Clerk Cathye Huckaby and Misty Tobin, Hinton & Burdick which were explained on the FY 2024, Adopted Budget Form and in the memo to the Board date 9-17-2024. John Southwick seconded the motion. Motion carried unanimously by all present.

VI. Meeting Adjourned: Clay Huckaby.

- a. Meeting Adjourned 7:29pm.

Motion: A motion was made by John Southwick to adjourn the Public Hearing. Eric Kerns seconded the motion. Motion carried unanimously by all present. Meeting adjourned.

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Attachments:

Agenda-

Utah Public Notice of Meeting 8-14-2024, 9-17-2024

NHVSSD Public Sign-in Sheet 9-18-2024

NHVSSD Balance Sheet as of 9-17-2024

NHVSSD Budget vs Actuals January – December 2024 as of 9-17-2024

Expense Report 7-1-2024 to 8-20-2024 as of 9-17-2024

Adopted Budget Form NHVSSD FY2024, prepared by Hinton & Burdick.

Memo to Board Members, dated 9-17-2024

New Harmony Valley Special Service District

Balance Sheet

As of October 16, 2024

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Loan Escrow Account - Fire Truck	566,000.00
State Bank - Building Fund	577.46
State Bank - Capital Projects	4.48
State Bank - Contingency Fund	13,475.03
State Bank - General Fund	12,599.32
State Bank - Impact Fees	238,950.67
Total Bank Accounts	\$831,606.96
Other Current Assets	
Due from other governments	14,694.79
Uncategorized Asset	-1.00
Total Other Current Assets	\$14,693.79
Total Current Assets	\$846,300.75
Fixed Assets	
General Fixed Assets	240.00
Buildings and Improvements	380,101.17
Emergency Vehicles	361,334.00
Land	8,750.00
Machinery and Equipment	132,621.40
Total General Fixed Assets	883,046.57
Total Fixed Assets	\$883,046.57
Other Assets	
Construction in Progress	0.00
Total Other Assets	\$0.00
TOTAL ASSETS	\$1,729,347.32
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
*Accounts Payable	93.11
Total Accounts Payable	\$93.11
Other Current Liabilities	
Accounts Payable	0.00
Accrued Interest Payable	0.00
Total Other Current Liabilities	\$0.00
Total Current Liabilities	\$93.11

New Harmony Valley Special Service District

Budget vs. Actuals: Budget_FY24_P&L - FY24 P&L

January - December 2024

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
Charge for Services	1,758.90	7,500.00	-5,741.10	23.45 %
Contribution from Fund Balance		49,385.00	-49,385.00	
Dividend	57.82		57.82	
Donations	1,001.00	2,000.00	-999.00	50.05 %
Grants		10,000.00	-10,000.00	
Impact Fee Revenue	24,100.00	35,000.00	-10,900.00	68.86 %
Property Tax	31,903.22	110,000.00	-78,096.78	29.00 %
Reimbursements	1,162.96		1,162.96	
Total Income	\$59,983.90	\$213,885.00	\$ -153,901.10	28.04 %
GROSS PROFIT	\$59,983.90	\$213,885.00	\$ -153,901.10	28.04 %
Expenses				
Administration	175.18	1,600.00	-1,424.82	10.95 %
Accounting (HintonBurdick)	9,000.00	12,000.00	-3,000.00	75.00 %
Bank service Charge	500.06		500.06	
Chief Banks	9,000.00	12,000.00	-3,000.00	75.00 %
Office Manager	6,367.50	10,000.00	-3,632.50	63.68 %
Total Administration	25,042.74	35,600.00	-10,557.26	70.34 %
Call out reimbursement	21,600.00	22,000.00	-400.00	98.18 %
Contracted Services	172.97	10,285.00	-10,112.03	1.68 %
E Dispatches	792.00		792.00	
ESO	3,321.51		3,321.51	
Lexipol	3,689.28		3,689.28	
Other	963.32		963.32	
Professional Organizations/ Dues	476.00		476.00	
Streamline Web Services	600.00		600.00	
Total Contracted Services	10,015.08	10,285.00	-269.92	97.38 %
Debt Service	44,319.98	33,000.00	11,319.98	134.30 %
Election Costs		0.00	0.00	
Emergency Medical Response	251.41	3,500.00	-3,248.59	7.18 %
Insurance		15,000.00	-15,000.00	
Auto	7,735.56		7,735.56	
Bonding	175.00		175.00	
Liability Insurance	1,005.43		1,005.43	
Property	1,463.42		1,463.42	
Workers Comp	741.00		741.00	
Total Insurance	11,120.41	15,000.00	-3,879.59	74.14 %
Misc	6,500.00	6,500.00	0.00	100.00 %
Operations Maintenance & Repair	1,639.09	25,000.00	-23,360.91	6.56 %
Equipment Repair	7,917.97		7,917.97	
Fuel	4,057.55		4,057.55	
Total Operations Maintenance & Repair	13,614.61	25,000.00	-11,385.39	54.46 %

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New Harmony Valley Special Service District

Budget vs. Actuals: Budget_FY24_P&L - FY24 P&L

January - December 2024

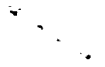
	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Purchase of Fixed Assets	1,353.45	5,000.00	-3,646.55	27.07 %
Purchase Machinery and Equip	819.00		819.00	
Total Purchase of Fixed Assets	2,172.45	5,000.00	-2,827.55	43.45 %
Safety Equipment	1,600.00	20,800.00	-19,200.00	7.69 %
Miscellaneous	0.00		0.00	
Other	3,124.41		3,124.41	
Turn-Outs	1,307.83		1,307.83	
Wildland Equipment	5,959.16		5,959.16	
Total Safety Equipment	11,991.40	20,800.00	-8,808.60	57.65 %
Station Supplies		8,000.00	-8,000.00	
Bay Station Supplies	2,367.28		2,367.28	
Office Supplies	3,233.85		3,233.85	
Postage	68.00		68.00	
Printing	263.44		263.44	
Total Office Supplies	3,565.29		3,565.29	
Truck Supplies	587.00		587.00	
Total Station Supplies	6,519.57	8,000.00	-1,480.43	81.49 %
Training	7,370.00	9,800.00	-2,430.00	75.20 %
Travel, Meals, Mileage		1,400.00	-1,400.00	
Meals	492.53		492.53	
Total Travel, Meals, Mileage	492.53	1,400.00	-907.47	35.18 %
UTILITIES	650.00	12,000.00	-11,350.00	5.42 %
Gas and Electric	2,694.80		2,694.80	
Internet Access	1,404.82		1,404.82	
Telephone	450.00		450.00	
Waste Dumpster	3,814.97		3,814.97	
Total UTILITIES	9,014.59	12,000.00	-2,985.41	75.12 %
Total Expenses	\$170,024.77	\$207,885.00	\$ -37,860.23	81.79 %
NET OPERATING INCOME	\$ -110,040.87	\$8,000.00	\$ -118,040.87	-1,834.01 %
Other Income				
Interest Income	6,451.04	6,000.00	451.04	107.52 %
Total Other Income	\$6,451.04	\$6,000.00	\$451.04	107.52 %
Other Expenses				
Contribution to Fund Balance		0.00	0.00	
Interest Expense	23.68	12,000.00	-11,976.32	0.20 %
Total Other Expenses	\$23.68	\$12,000.00	\$ -11,976.32	0.20 %
NET OTHER INCOME	\$6,427.36	\$ -6,000.00	\$12,427.36	-107.12 %
NET INCOME	\$ -103,613.51	\$0.00	\$ -103,613.51	0.00%

New Harmony Valley Special Service District

Selected	Date	Type	No.	Payee	Category	Total	Approval Status	Action
	10/16/2024	Check	4404	Republic Services	Waste Dumpster	\$466.25		
	10/16/2024	Check	4403	VISA	--Split--	\$1,169.66		
	10/16/2024	Check	4402	Shell Small Business	Fuel	\$788.59		
	10/09/2024	Check	4401	Scott Alishouse	--Split--	\$520.00		
	10/09/2024	Check	4400	Heber Barlow	--Split--	\$360.00		
	10/09/2024	Check	4399	Kristen Carter	--Split--	\$1,520.00		
	10/09/2024	Check	4398	Richard Carter	--Split--	\$1,480.00		
	10/09/2024	Check	4397	Warren Dutson	Call out reimbursement	\$80.00		
	10/09/2024	Check	4396	Maddalyn Goodman	--Split--	\$320.00		
	10/09/2024	Check	4395	Wes Goodman	--Split--	\$1,280.00		
	10/09/2024	Check	4394	Clair Hansen	--Split--	\$480.00		
	10/09/2024	Check	4393	David Osborn {volunteer}	Call out reimbursement	\$240.00		
	10/09/2024	Check	4392	Malcolm Tonneson	--Split--	\$600.00		
	10/09/2024	Check	4391	Don Williams	--Split--	\$840.00		
	10/09/2024	Check	4390	John Wray	--Split--	\$360.00		
	10/09/2024	Check	4389	Jim Banks	--Split--	\$1,587.00		
	10/09/2024	Check	4388	Hinton Burdick CPAs & Advisors	Accounting (HintonBurdick)	\$1,000.00		
	10/07/2024	Check	4387	Western Pest Control	UTILITIES	\$65.00		



Selected	Date	Type	No.	Payee	Category	Total	Approval Status	Action
				ROCKY				
	10/07/2024	Check	4386	MOUNTAIN Gas and Electric		\$168.66		
				POWER				
	10/07/2024	Check	4385	Cathye Huckaby	Office Manager	\$952.50		
				Penquin				
	10/07/2024	Check	4384	Management E Dispatches		\$792.00		
				INC.				
				TINK'S				
	10/07/2024	Check	4383	SUPERIOR AUTO PARTS	Equipment Repair	\$75.92		
				John D. Theodosiou	Equipment Repair	\$650.00		
	10/07/2024	Check	4381	Dominion Energy	Gas and Electric	\$23.15		
				L.N.				
	10/07/2024	Check	4380	CURTIS & SONS	Wildland Equipment	\$5,788.42		
	09/17/2024	Check	1002	Zion Public Finance, Inc	Misc	\$6,500.00		
				Utah State				
	09/17/2024	Check	1001	Division of Finance	Debt Service	\$44,319.98		
	09/17/2024	Check	4379	Shell Small Business	Fuel	\$791.23		
	09/17/2024	Check	4378	Jim Banks	--Split--	\$2,353.03		



Oath of Office

County of Washington, State of Utah

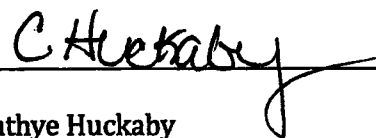
New Harmony Valley Special Service District – Administrative Control Board Member

I, Eric Kerns do solemnly swear that I will support, obey, and defend the Constitution of the United States and the Constitution of the State of Utah and that I will discharge the duties of my office with fidelity.


(Signature)

Subscribed and sworn to before me this 16 day of Oct 2024

NHVSSD Clerk – Cathye Huckaby

By 
Cathye Huckaby

New Harmony Valley Special Service District Clerk

Huckaby

STATEMENT OF ETHICS

Principles of Governance for the New Harmony Valley Special Service District Board Members.

Members of the Board for the New Harmony Valley Special Service District are elected by the residents of the New Harmony Valley area and as such are always accountable to the public for their actions and behavior. Board members represent the District as public figures and shall be required to attest and affirm annually to a code of conduct and ethics as addressed in this statement of ethics as follows:

1. The NHVSSD Board governs in constructive partnership with the Fire Chief, of the Harmony Valley Fire District, recognizing that the effectiveness of the board and chief is interdependent. They build this partnership through trust, candor, respect, and honest communication.
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9. NHVSSD Board members must track the organization's advancement towards mission and evaluate the performance of major programs and services.

10. NHVSSD Board members will embrace the qualities of a continuous learning organization, evaluating their own performance and assessing the value that they add to the organization.

CERTIFICATION

I, R CLAYTON HUCKABY Board member, have read and hereby agree to the Statement of Ethics for the New Harmony Valley Special Service District.

Signed this, 16 of OCTOBER Year: 2024

Printed Name: R CLAYTON HUCKABY

Signature: RCLH

STATEMENT OF ETHICS

Principles of Governance for the New Harmony Valley Special Service District Board Members.

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CERTIFICATION

I, Johnathon Wayne Southwick Board member, have read and hereby agree to the Statement of Ethics for the New Harmony Valley Special Service District.

Signed this, 16 of October Year: 2024

Printed Name: Johnathon Wayne Southwick

Signature: John W. Southwick



Frisby
Ryan

STATEMENT OF ETHICS

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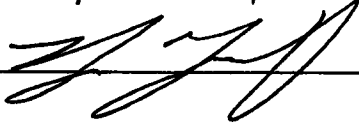
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CERTIFICATION

I, Ryan Frisby Board member, have read and hereby agree to the Statement of Ethics for the New Harmony Valley Special Service District.

Signed this, 16th of October Year: 2024

Printed Name: Ryan Frisby

Signature: 

9. NHVSSD Board members must track the organization's advancement towards mission and evaluate the performance of major programs and services.

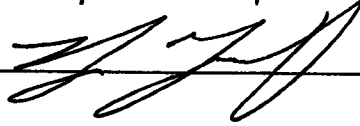
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CERTIFICATION

I, Ryan Frisby Board member, have read and hereby agree to the Statement of Ethics for the New Harmony Valley Special Service District.

Signed this, 16th of October Year: 2024

Printed Name: Ryan Frisby

Signature: 

Kearns
Eric

STATEMENT OF ETHICS

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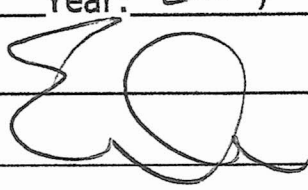
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CERTIFICATION

I, ERIC KOENIG Board member, have read and hereby agree to the Statement of Ethics for the New Harmony Valley Special Service District.

Signed this, 16 of OCT Year: 2024

Printed Name: ERIC KOENIG

Signature: 

Cathy
Huckaby

STATEMENT OF ETHICS

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CERTIFICATION

I, Cathye Huckaby Board member, have read and hereby agree to the Statement of Ethics for the New Harmony Valley Special Service District.

Signed this, 16th of October Year: 2024

Printed Name: Cathye Huckaby

Signature: Cathye Huckaby

Banks
Jim

STATEMENT OF ETHICS

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CERTIFICATION

I, JAMES BANKS ^{FIRE CHIEF} ~~Board member~~, have read and hereby agree to the Statement of Ethics for the New Harmony Valley Special Service District.

Signed this, 16TH of OCTOBER Year: 2024

Printed Name: JAMES BANKS

Signature: J. Banks

UNITED STATES DEPARTMENT OF THE INTERIOR TRANSFER OF PROPERTY		Page <u>1</u> Of <u>1</u>		
		Report No. TP-1590-25-001		
		Date 10/03/2024		
Transfer From: (Organization and Computer Address) Zion National Park c/o Dustin Kay 1 Zion Park Blvd, SR9 Springdale, UT 84767 APO: CPO:		Transfer To: (Organization and Complete Address) New Harmony Valley Fire District (NHFD) 1388 S Old Highway 91 New Harmony, UT 84757		
Appropriation and Accounting Data:				
ITEM NO.	QUANTITY OR PROPERTY ID NO.	ITEM DESCRIPTION (Include model & serial number)	ORIGINAL ACQUISITION COST (OAC)	CONDITION CODE
1	Asset #: 645419 1EA	Pierce Pumper Structural Fire Engine; Current Odometer Reading: 3433; Date of Odometer Reading: 09/10/2024		
SHIPPING AND RECEIVING INFORMATION				
Date Shipped:		Date Received:		
Authorized Signature: BENJAMIN MCKAY Digitally signed by BENJAMIN MCKAY Date: 2024.10.03 16:43:46 +06'00'		Authorized Signature:		
Official Title: ZION CPO / BENJAMIN MCKAY		Official Title: Accountable Property Officer NHFD		
Adjustment to property records (Property Official Signature): <i>LISA WALDRON</i>		Date Completed 10/03/2024	Financial Official Signature if Required:	Date Completed



35TH ANNUAL CONVENTION

NOVEMBER 6-8, 2024



PROGRAM:

• NOVEMBER 6

- TRAINING SESSIONS & BOARD MEMBER TRAINING 1:00 – 4:45 p.m.
- EXHIBITS 11:00 a.m.- 4:30 p.m.
- EVENING RECEPTION 5:30 p.m.

• NOVEMBER 7

- TRAINING SESSIONS 8:30 – 4:45 p.m.
- EXHIBITS 7:00 a.m.-4:30 p.m.
- PARTNER'S PROGRAM-8:30-11:30
- AWARDS BANQUET & ENTERTAINMENT 6:00 p.m.

• NOVEMBER 8

- BREAKFAST & SPEAKER 8:30 a.m.
- LEGISLATIVE REVIEW 10:00 a.m.

DAVIS CONFERENCE CENTER
1651 N. 700 W., Layton, UT 84041

For hotel reservations contact:

HILTON GARDEN INN - 877-782-9444, or 801-416-8899

Mention you are registering for the UASD convention for discounted rates

If you have any questions, please contact LeGrand Bitter, 801-725-1312 or Heather Anderson, 310-404-9966



UASD 35th ANNUAL CONVENTION
"ELEVATING PUBLIC TRUST"
Convention-at-a-Glance

Wednesday, November 6th, 2024

Wednesday sessions provide valuable information for management, board members and staff. Wednesday sessions also provide training for district staff on important topics relating to statutory requirements and operational issues, all within an afternoon. Convention registration is available for "Wednesday only" so that district records officers and others may attend those sessions that address their areas of responsibility and certification. Full Conference Registration includes all Wednesday events and sessions, as well as all Thursday and Friday events and sessions.

- | | |
|------------------|---|
| 11:00 am-4:00 pm | Registration and Exhibits |
| 1:00 -4:45 pm | Annual Certification Training for elected and appointed board members |
| | Open Meetings Training – Annual Requirement for all board members |
| | GRAMA - State Archives training on a variety of topics for records officers |
| | Duties and Responsibilities of Clerks |
| | NEW THIS YEAR - RECORDS OFFICER ANNUAL CERTIFICATION ON SITE! |
| | <i>Records Officers bring laptop or ipad to breakout session for certification process on site.</i> |
| | Tools and Models for Long-Term Planning |
| 5:30 pm | Evening Welcome Reception |

Thursday, November 7th, 2024

- | | |
|-------------------|--|
| 7:00 am – 4:45 pm | Exhibits Open (Exhibitor Hall closes at 4:45 pm) |
| 7:00 am | Registration and Exhibits Open with Continental Breakfast |
| 8:30-11:45 am | Partner's Program |
| 8:30-11:45 am | General Session |
| | Current Issues - New Requirements from 2024 Legislative Session |
| | Helpful Template Updates and Overview |
| | Where Is Your Liability Exposure? - Current Examples - Be Aware! |
| | Avoiding Liability Pitfalls |
| 12:00-1:10 pm | Luncheon – Representative Burgess Owens (invited) |
| 1:10-1:30 pm | UASD Annual Business Meeting |
| 1:45-4:45 pm | Afternoon Breakout Sessions |
| | The Scoop on Elections - Lieutenant Governor's Office |
| | Anatomy of a Financial Crime |
| | Current Personnel Issues and Topics by the Experts |
| | Cybersecurity |
| | Retirement 101, and Retirement 2.0. URS |
| | Is Your Website ADA Compliant? New requirements to be aware of |
| 6:00pm | Annual Awards Banquet - Entertainment (TBA) |

Friday, November 8th, 2024

- | | |
|----------------|------------------------------------|
| 7:30 am | Registration |
| 8:30 am | Breakfast - Exciting Speaker TBA |
| 9:45 -11:00 am | Review of 2025 Legislative Package |



UASD 35th ANNUAL CONVENTION

Attendee Registration Form

Please complete a separate registration form for each attendee

Davis Conference Center - Layton, Utah

November 6, 7, and 8, 2024

Visit our website at uasd.org for additional convention details

Attendee Name:		Title:			
District Name:					
Mailing Address:					
City:		State:	Zip:		
Phone:					
Attendee email:					
District Member Status:		☐ UASD Member ☐ Non-Member			
Please designate the meal functions/events you plan to attend					
November 6 th		☐ Evening Reception			
November 7 th		☐ Continental Breakfast ☐ Luncheon ☐ Awards Banquet			
November 8 th		☐ Breakfast ☐ Vegetarian ☐ Gluten Free ☐ Diabetic ☐ Special Needs:			
Spouse/Partner Name:					
Please designate the meal functions/events your spouse/partner plans to attend					
November 6 th		☐ Evening Reception			
November 7 th		☐ Continental Breakfast ☐ Luncheon ☐ Awards Banquet ☐ Partners Program			
November 8 th		☐ Breakfast ☐ Vegetarian ☐ Gluten Free ☐ Diabetic ☐ Special Needs:			
Full Convention Registration: (All Sessions, Wednesday - Friday)		Early Bird (on or before Sept 13)	Regular	Late (after Oct. 4)	SUBTOTAL
☐ UASD Member District Attendee - Full Convention		\$285	\$315	\$350	
☐ UASD Member District Guest - Full Convention (Spouse/Partner with UASD Member)		\$45	\$45	\$45	
☐ Non-member District Attendee - Full Convention		\$435	\$470	\$495	
☐ Non-member District Guest - Full Convention (Spouse/Partner with Non-Member)		\$75	\$75	\$75	
Wednesday ONLY Registration: (Ideal for staff or board members attending Wed. Only)		Early Bird (on or before Sept 13)	Regular	Late (after Oct. 4)	SUBTOTAL
☐ UASD Member District Attendee - Wednesday sessions ONLY		\$125	\$135	\$145	
☐ Non-member District Attendee - Wednesday sessions ONLY		\$155	\$165	\$175	
☐ GRAMA TRAINING for Records Officers Attendee - Wednesday ONLY		\$50 member		\$70 non-mbr	
TOTAL					
Payment Type: ☐ Check ☐ VISA ☐ MasterCard ☐ AMEX ☐ Discover ☐ Other _____					
Name on Card:			Card Number:		
Authorized Signature:			Security Code:		
Email address to receive receipt:			Expiration Date:		
Credit Card Billing Address:					

Please enclose a check or include credit card information with this form and return to the UASD

FULL CONVENTION REGISTRATION Includes:

- All convention materials and Wednesday Reception
- Wednesday, Thursday, and Friday sessions and breakouts
- Thursday continental breakfast, luncheon with Keynote speaker
- Thursday evening Awards banquet and entertainment
- Friday breakfast, special speaker, and legislative overview

Cancellation policy: Cancellations must be written and received no later than October 16th. Such cancellations will be refunded, less a \$25 processing fee. Substitutions may be made and must be in writing. Please submit written cancellation notice or substitution request to uasd@uasd.org.

HOTEL ROOM RESERVATIONS [CLICK HERE for online reservations](#), or Call the **Hilton Garden Inn at 801-416-8899**.

Mention the Utah Association of Special Districts Convention to receive the discounted room rate of **\$114 per night**.

The group-discount rate is available through Tuesday, October 15th, based upon room-block availability. Make your reservations today!

Board Member Award

UASD 2024 Awards Program Nominations

Award Requirements

1. The nominating district must be a UASD member. One nomination per district per year.
2. The Award Nomination Form must be completed.
3. The completed Award Nomination Form along with a picture (if possible) must be returned to Jeff Richens, Chair, c/o LeGrand Bitter, via email to uasd@uasd.org, or via US mail to UASD, 1272 West 2700 South, Syracuse, UT 84075. Nominations must be submitted by October 11th.

2024 Distinguished Board Member Award

Name of Board Member to receive award: _____

Name of district: _____

Years served on this Board _____ Office currently held _____

Currently serving ____ yes ____ no If no, year of retirement _____

Offices previously held (please include years)

Describe in detail specific contribution to the district, i.e. promotion of bond/budget referendums, leadership in building programs, personnel relations, etc. _____

General participation/contributions to district (may include UASD), i.e., increase in quality of service, cost efficiency, etc. (please include years) _____

Civic/Community Activities _____

Other contributions to the community, awards, etc.

Use Additional Pages if Necessary

Name of person submitting nomination: _____ Phone: _____

Distinguished Manager Award

UASD 2024 Awards Program Nominations

Award Requirements

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2024 Distinguished Manager Award

Name of Manager to receive award _____

Title or current position _____

Name of special district _____

Currently employed ____yes ____ no If no, year of retirement _____

Positions previously held _____

Total number of years employed by district _____

List of name(s) of district(s) and number of years employed with position _____

Describe in detail specific contributions to the district and exceptional contributions in providing services to the community (may include UASD), increase in quality of service, cost, efficiency of management, personnel relations, etc. _____

Other contributions to the community, awards, etc. _____

Use Additional Pages if Necessary

Name of person submitting nomination: _____ Phone: _____



State of Utah

SPENCER J. COX
Governor

DEIDRE HENDERSON
Lieutenant Governor

**Department of
Workforce Services**

CASEY R. CAMERON
Executive Director

REBECCA BANNER
Deputy Director

KEVIN BURT
Deputy Director

GREG PARAS
Deputy Director

September 16, 2024

Board, New Harmony Valley Special Service District
PO Box 655
New Harmony, UT 84575

RE: Permanent Community Impact Board (CIB) Contract Monitoring – 23-DWS-0400, BB-2406 - New Fire Engine – ANNUAL Determination

Dear Board,

We have reviewed the status of the following project – 23-DWS-0400, BB-2406 - New Fire Engine. Annual monitoring is complete, and the results are deemed satisfactory. This is the final report for this fiscal year.

Next year we will send you a new Project Report for annual monitoring in FY2025. Once the project is complete, please let us know and we will send the Project Report for FINAL monitoring.

If you have any questions about CIB Monitoring, the point of contact is Michael Mowes, mmowes@utah.gov.

Please contact me if you have any other questions.

Regards,

C. Powers

Candace Powers
Program Manager, Permanent Community Impact Fund Board



**WORKFORCE
SERVICES**
HOUSING & COMMUNITY
DEVELOPMENT

YOUR ADDRESS, Utah YOUR ZIP • Telephone YOUR PHONE
Relay Utah 711 • Spanish Relay Utah 1-888-346-3162
Fax YOUR FAX • jobs.utah.gov • Equal Opportunity Employer/Programs

A proud partner of the [americanjobcenter](http://americanjobcenter.org) network