Nov 18, 2024 Board Agenda

Green Hills Country Estates Water & Sewer District

7:00 p.m. via Zoom or in Person @ Huntsville Library

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1. Call to order	Gary Hebert
2. Reading of Agenda	Natalie Davenport
3. Approval of Oct 21, 2024 Board Meeting Minutes	Natalie Davenport
4. Approval of October 2024 Disbursements	Diane O’Connell
5. Q3 Budget vs Actual Review	Diane O’Connell
6. Construction Treatment Plant Status	Jean Brill
7. Board Vacancy	Jean Brill
8. New General Manager Status	Natalie Davenport
9. December Public Hearing for 2025 Rates & 2025 Budget	Jean Brill
10. Customer Issues	Jean Brill
a. Discussion of water meter results and potential actions	
b. District Responsibility for Home Fire Suppression	
c. District Responsibility for Home Filtration	
11. Adjourn	Natalie Davenport

Green Hills Water and Sewer District

Transaction List by Date

October 2024

DATE	TRANSACTION TYPE	NUM	NAME	ACCOUNT	AMOUNT
10/03/2024	Credit Card Payment			100 Checking- Zions Bank	-215.88
10/03/2024	Bill Payment (Check)	792	Ardurra	100 Checking- Zions Bank	-500.00
10/03/2024	Bill Payment (Check)	793	Dentons Durham Jones Pinegar PC	100 Checking- Zions Bank	-4,452.00
10/03/2024	Bill Payment (Check)	794	Farnsworth Johnson PLLC	100 Checking- Zions Bank	-2,600.00
10/03/2024	Bill Payment (Check)	795	Gary Hebert	100 Checking- Zions Bank	-300.00
10/03/2024	Bill Payment (Check)	796	Hawk Design, LLC.	100 Checking- Zions Bank	-74.97
10/03/2024	Bill Payment (Check)	797	Jean Brill	100 Checking- Zions Bank	-300.00
10/03/2024	Bill Payment (Check)	798	Natalie Davenport	100 Checking- Zions Bank	-300.00
10/03/2024	Bill Payment (Check)	799	Ogden Valley Construction	100 Checking- Zions Bank	-2,750.00
10/03/2024	Bill Payment (Check)	800	Theresa G. Kennedy	100 Checking- Zions Bank	-288.75
10/03/2024	Bill Payment (Check)	801	THOM SUMMERS & SONS EXCAVATING LLC	100 Checking- Zions Bank	-7,300.00
10/03/2024	Bill Payment (Check)	802	TWIN D INC	100 Checking- Zions Bank	-8,177.51
10/03/2024	Bill Payment (Check)	803	Crews & Associates, Inc	100 Checking- Zions Bank	-8,000.00
10/03/2024	Bill Payment (Check)	804	William L. Prater, LLC	100 Checking- Zions Bank	-4,188.00
10/10/2024	Bill Payment (Check)	805	Chemtech-Ford	100 Checking- Zions Bank	-281.00
10/10/2024	Bill Payment (Check)	806	Industrial Piping & Welding llc	100 Checking- Zions Bank	-635,911.45
10/14/2024	Bill Payment (Check)	EFT_1_2024-10-14	Rocky Mtn Power	100 Checking- Zions Bank	-106.95
10/21/2024	Bill Payment (Check)	EFT_1_2024-10-21	Rocky Mtn Power	100 Checking- Zions Bank	-496.13
10/30/2024	Bill Payment (Check)	EFT_1_2024-10-30	Ogden Valley Construction	100 Checking- Zions Bank	-710.00
10/31/2024	Bill Payment (Check)	EFT_1_2024-10-31	L Diane O'Connell	100 Checking- Zions Bank	-1,310.00

Green Hills Water and Sewer District
Balance Sheet
As of September 30, 2024

	Total
ASSETS	
Current Assets	
Bank Accounts	
100 Checking- Zions Bank	52,428.60
101 Checking - Zions	-150.00
103 Checking - AFCU	0.00
104 Public Treasurer Investment Fund (PTIF)	103,351.60
Total Bank Accounts	**$ 155,630.20**
Accounts Receivable	
120 Accounts receivable - Customers	1,463.25
Total Accounts Receivable	**$ 1,463.25**
Other Current Assets	
123 Undeposited funds	3,394.93
125 Construction In Progress	
125-01 Maple Well Treatment Plant	
125-01-01 CIP-1 Maple Treatment Plant - ARPA Grant Weber Cty	224,025.05
125-01-02 Maple Treatment Plant - DWB Loan #3F1930	9,643.00
125-01-03 Maple Treatment Plant - SRF Loan #3F1931	3,035.10
125-01-04 Maple Treatment Plant Construction - Suspense Acct	669,380.47
Total 125-01 Maple Well Treatment Plant	**$ 906,083.62**
Total 125 Construction In Progress	**$ 906,083.62**
Total Other Current Assets	**$ 909,478.55**
Total Current Assets	**$ 1,066,572.00**
Fixed Assets	
135 Long Term Assets	
135-300 Property	
135-300-500 Laterals and Meter Pits	7,300.00
Total 135-300 Property	**$ 7,300.00**
Total 135 Long Term Assets	**$ 7,300.00**
Total Fixed Assets	**$ 7,300.00**
TOTAL ASSETS	**$ 1,073,872.00**
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
210 Accounts payable	675,502.04
211 Construction Retainage Payable	
211-100 Maple Treatment Plant Retainage Payable	
211-100-001 Maple Treatment Plant Retainage Payable (SRF)	8,701.95
211-100-002 Maple Treatment Plant Retainage Payable (EC)	24,767.07
Total 211-100 Maple Treatment Plant Retainage Payable	**$ 33,469.02**
Total 211 Construction Retainage Payable	**$ 33,469.02**
Total Accounts Payable	**$ 708,971.06**
Credit Cards	
202 Zions Bank VISA	215.88

Total Credit Cards	**$**	**215.88**
Total Current Liabilities	**$**	**709,186.94**
Total Liabilities	**$**	**709,186.94**
Equity		
300 Opening Equity Balance		68,372.08
320 Retained earnings		66,582.04
Net Income		229,730.94
Total Equity	**$**	**364,685.06**
TOTAL LIABILITIES AND EQUITY	**$**	**1,073,872.00**

Profit & Loss Budget

	Y/E 2024 Budget			
Income	Budget	Actual	**VARIANCE**	**Comments**
Hook Up Fees		12,170	12,170	No hook up fees planned for 2024
Sewer Fees	10,025	10,109	83	
Basic Water Usage Fees	104,126	104,749	623	
Excess Water Fees	2,352	1,696	656	
Other		344	344	Implementation of Drinking Water Reimbursement Policy
Total Operating Income	116,503	128,379	11,877	
Cost of Services Sold				
Operating Exp - Water System				
Water Samples	3,183	3,135	49	
Consulting Engineering		500	500	
Contract Labor - Water	10,524	9,514	1,011	
Equipment & Small tools		955	955	
Maint - Water System	6,000	5,440	560	
Grounds Mnt - Water Syst	800	835	35	
Repairs - Water System		181	181	
Plant Operating Supplies		0	0	
Utilities	8,683	4,542	4,141	Budget assumed plant would be operational June 2024
Telemetry - Internet	750	774	24	
Water Shares	0	0	0	
Operating Exp - Sewer System			0	
Maint - Sewer System	1,783	9,658	7,875	Sewer Camera work more than and earlier than planned
Grounds Mnt - Sewer Syst	2,500	2,273	228	
Total Operating Expenses	34,223	37,805	3,582	
Gross Profit (Loss)	82,280	90,574		
Administrative Expenses				
Contract Labor - Office	11,790	14,677	2,887	Earlier than planned hire of Board Support Admin
Dues & Subscriptions	1,254	1,015	239	
Education	2,834	950	1,884	Planned for annual assumed in person vs less hours for Online training
Insurance	5,300	4,187	1,113	Permanent increase for donated property , i.e. backup generator and fuel tank for treatment plant
Licenses and Permits	1,225	405	820	Delay in Renewal of Water Operator License from last year
Misc & Office Supplies	1,443	398	1,045	No Mass Mailings vs 2023
Professional Fees	92,750	38,833	53,917	$8K for Policy work done in house by GM; $51K slip in LCRR Eng support and $2K slip in asset listing work offset by $6K overrun for Bond close; and $1K overrun for easement work
Board Stipends	2,700	2,700	0	
Total Admin Expenses	119296	63166	56,130	
Net Operating Profit (Loss)	-37016	27409	64,425	
Other Income				
Grant Income	673,725	198,257	475,468	Delays in Treatment Plant design approval
Interest Income	4,351	3,059	1,292	Late 2023 withdrawal from PTIF to cover expenses not accounted for in developing 2024 budget
Finance Charge Income		1,004	1,004	Non Budgeted Item
Misc Income		2	2	
Total Other Income	678076	202322	475,754	
Net Profit (Loss)	**641060**	**229731**	**(411329)**	