GLEN CANYON SPECIAL SERVICE DISTRICT OF BIG WATER

DRAFT MINUTES

Wednesday November 20th, 2024

Work Session 5:30 PM
Meeting 6:00 pm

WORK SESSION-

1. **Call to Order-** Graydon opens work session at 5:35pm. Jim Lybarger, Graydon Meeks, Jennie Lassen all here and Luke McConville present over phone. Levi Banfill; absent.

Discussion- Discussion of land sale. Map of easement available for reference. Discussed last time as selling both lots together. Graydon suggests that we could use the front lot as Connex storage since half of the lot is an easement. Setbacks don't leave much room for building. Jennie asks if we would use a realtor or try to sell it on our own. Graydon suggests bidding it out on our own, Luke agrees. Jennie agrees there is no harm in trying to sell it independently like we did with the truck, posting a sealed bid. Jim agrees a sealed bid wouldn't hurt if we put a time limit on it. 90 days would seem appropriate. If winning bid couldn't get financed, we would then award it to next highest bidder. Graydon suggests getting numbers on our total cost of our expenses with title fees, surveys, easement recordings, then set that as a minimum bid. If appraised value is not less than our costs, the board seems comfortable setting at appraised value. Luke suggests getting that hard number before we vote. The appraised amount is $90,000. All expenses would be in, but that doesn't include the paperwork of dividing it etc. So, what's the total cost of that property for us? I think we paid an engineer for recording the easements and surveying it for a couple thousand dollars. Will look into other expenses associated with the purchase of the land.

NB-A- Meeting dates seem appropriate

NB-B- Vice Chair, would we want a vice chair? Jim nominates Graydon. Would the vice position be signer and everything, basically be able to do all the duties of the chair? In absence of the chair of the vice. Yeah. Stephanie: What we would have to do, and I apologize I didn't think of this sooner, but we would appoint them by resolution, and I just don't have that ready, but knowing what you guys would want the responsibilities of the vice chair to be would help me create that resolution.

NB-D Fraud Risk assessment leads to some policies and protections that we could put in place.

NB-E- Clarification that engineering expenses for Lead and Copper will be reimbursed by the Grant.

2. **Close Work Session - 5:58Pm**

MEETING

1. **Call to Order-** Graydon calls to order at 6:00pm

2. **Roll Call-** Jim Lybarger here, Graydon Meeks, Jennie Lassen here, Luke McConville present via phone, Levi Banfill; absent.

3. **Statement of Conflict –** No conflicts

4. **Citizen Comments-** Tom Reneau: I was commenting on the old business, Item A, of selling lots B-11-2. Not to beat a dead horse here, but it sounds like you're pretty much determined on

keeping the smaller lot and selling off the bigger lot, instead of combining them both and either maintaining the easement or keeping the easement for whatever you want. But if you start taking the other lot, that was B-J-28 and making it a lay-down yard or a storage yard for equipment or Connexes, one fear is that's going to devalue the value of the adjoining lot, if anybody wants to purchase it for whatever their uses are, when they see a bunch of stuff parked next door, they're going to say, well, that's maybe not such a valuable piece of land if I'm going to have a bunch of junk over here. And I still think that combining it, the two lots in the one, would be a better idea because you can increase the size of the lot, and this board does have the power to do the redrawing of the lines. Because the lines are made by the town government, and so they can be changed. They can increase the size of the lot and just change the determination or the identification for that lot. And then you can still keep the easement under town control if you wanted to, or just include that into the lot with the stipulation that it is an easement. They can't put a permanent building on it, but they could put a vegetable garden, they could have a chicken coop on it, a temporary type of immovable structure. And I don't think it's our place to determine what the market will determine its value or its suitability for a building. I think that the market's better determiner of that. We purchased this land, and the only person that I remembered prior to the election was Luke, and he said, sell it, when asked about what to do with this property
I would still say I'd like to see that, at least find out about the ideas, because people in the marketplace are many times more innovative than people that have eyes on it all the time. They can see other possibilities for it. I appreciate your time, thank you.

5. Approval of October Minutes – Jim motions to approve, Graydon seconds. Jennie motions to approve the minutes with just the change of the question mark in the adjournment. Seconded by Jim. All in favor.

6. Water Master Report- David got the water line moved that we talked about last month. Dumpster days are always busy for him, he smashes them down twice a day and cleans up trash around the dumpsters. We got a bid from Cluff drilling for a 3rd well. They just drilled one in Clark Bench. David is already helping people with frozen pipes. Suggests letting faucets trickle overnight to help prevent freezing. Graydon asks about the invoice from the warranty pump. David verifies we had to pay for the shipping, and we had to pay for the labor on his workers. He didn't charge us for his labor or his fuel. So, he did give us a break on it. So, we ended up paying for his helper labor time and the shipping? David: Yes. Graydon: But the pump itself was warrantied, and the rest of his time was covered by them? David: Yes.

7. Treasurer Report – Peggy, explains normal expenditures, we did just send off our final lead and copper reimbursement. Letter of credit, $30,000 was voted last month to transfer to town, but we got the reclamation bond from ULGT and we also got an offer from SITLA to put $1000 per year into a suspense account instead of needing a bond or letter of credit so we never transferred the 30,000. Once we have more info, we will bring it to the board for approval.

8. <u>OLD BUSINESS</u>-

A.) Discussion and Possible Action on Selling Lot B-11-2- Jim says we may consider combining and selling both lots in light of Tom's comment. Luke doesn't think putting a Connex on the lot would affect the property value since there are storage units on adjoining lots anyway. Jennie appreciates Toms comment and adds if we could recoup the cost of both lots by selling only 1, she is in favor. The strip that is usable is a very small strip of land. Moving lines is not something the town could do, it would have to be recorded with the county. Graydon suggests moving forward with selling the back lot, initial intention was always to recoup the cost. Graydon motions to move forward with putting up an auction with a set limit bid, silent auction, with an opening bid price determined after we find out the expenditures of what we're into. Jim seconds. Graydon amends that with a 90-day trial period of revisiting the idea in 90 days, revisiting it to see if we've had any activity or not, so we can revisit the activity at that time. Luke seconds that with the amendment. Jim yes, Meeks yes, Lassen yes. Luke yes. All in favor.

9. NEW BUSINESS

A.) Discussion and Possible Action on Approving Meeting Dates for 2025- Jennie motions to approve meeting dates as proposed for 2025. Graydon seconds. All in favor.

B.) Discussion and Possible Action on Designating a Vice Chair for the District – Jim is in favor stipulating as long as the vice chair has the same signing powers as the Chair. Table to next month made by Graydon. Jennie seconds. All in favor.

C.) Discussion of 2024 Financial Audit Results- One finding of a treasurer bond short $2000 in coverage once we added funds to the budget. Exception already resolved. With the new ULGT insurance coverage.

D.) Discussion and Possible Action on Approving Fraud Risk Assessment- A few places we could improve for a greater score. Graydon motions to approve. Jim seconds. All in favor.

E.) Discussion and Possible Action on Approving Financials and Check Register – Jennie motions to approve as presented. Jim seconds. All in favor.

10. ADJOURNMENT – Graydon motions to adjourn. Jim seconds. All in favor. Meeting closes at 6:23pm.

OLD BUSINESS B.

ESTIMATE

CLUFF DRILLING & PUMP
HC 65 Box 455
Fredonia, AZ 86022

cluffdrilling@gmail.com
(928) 640-7656

Bill to
David Schmuker
Big Water Municipal

Ship to
David Schmuker
Big Water Municipal

Estimate details
Estimate no.: 13009
Estimate date: 10/29/2024
Expiration date: 11/29/2024

Project:: 10" new well Big Water

#	Date	Product or service	Description	Qty	Rate	Amount
1.		**Mobe / Demobe**	Charges to Mobilize equipment to and Demobilize from job site. Includes Pad Prep, Mud Pit Excavation and Backfill.	1	$30,000.00	$30,000.00
2.		**Conductor Casing**	Temporary conductor casing set to control loose Alluvial soil at the surface.	1	$5,000.00	$5,000.00
3.		**17 1/2" borehole**	17 1/2" Borehole without casing	700	$120.00	$84,000.00
4.		**Geophysical Survey**		1	$12,000.00	$12,000.00
5.		**10" steel casing american made**	10" steel casing american made	500	$80.00	$40,000.00
6.		**10" screen american made**	10" stainless steel wire wrapped screen	200	$165.00	$33,000.00
7.		**2" refill pipe**	2" gravel refill pipe	500	$25.00	$12,500.00
8.		**Tremi pipe**	Tremie pipe	700	$45.00	$31,500.00
9.		**Gravel Pack**	Gravel Pack to fill annulas on outside of casing, To serve as a debris filter and as a formation stabilizer. 10CUYD	1	$21,000.00	$21,000.00
10.		**bentonite packer**	Bentonite packer seal	1	$6,000.00	$6,000.00
11.		**conductor removal**	conductor casing removal	1	$2,500.00	$2,500.00
12.		**grout seal and witness**	grout seal and witness	1	$21,000.00	$21,000.00

13.	**pump test equipment**	pump test equipment	1	$28,000.00	$28,000.00
14.	**develop new well**	Develop new well	160	$355.00	$56,800.00
15.	**test pumping**	Test pumping	32	$355.00	$11,360.00
16.	**WATER SAMPLING**	for culinary well	1	$8,000.00	$8,000.00
17.	**cap and sanitize**	to cap and sanitize a well after drilling	1	$2,500.00	$2,500.00
18.	**well report**	Drillers report and log	1	$1,200.00	$1,200.00
19.	**permanent pump equipment**	permanent pump equipment THIS IS ESTIMATED COST	1	$76,000.00	$76,000.00

Total **$482,360.00**

Expiry date 11/29/2024

Note to customer

The Signature below converts this Estimate into a Work Agreement. 100% of the estimated total is to be paid at or before Cluff Drilling's arrival. It is optional to pay no less than 50% at time of signature and 50% upon raising of the derrick. Customer acknowledges the projected footage quantities are only estimations and may or may not be representative of end results. Cluff Drilling will not exceed estimated quantities without customers consent. No equipment or services such as pump or abandonment included if not specifically listed above.
Owners are responsible for suitable access.
We will not be responsible for any damages including but not limited to roads and cattleguards. Any unpaid balance will accrue interest before and after judgment, at a per annum rate of twenty one percent. Any unpaid balance will be augmented by collection costs, including attorney's fees.

Accepted date **Accepted by**

NEW BUSINESS A

RESOLUTION NO. 2024-12

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE GLEN CANYON SPECIAL SERVICE DISTRICT OF BIG WATER, UTAH, TO ADOPT BYLAWS GOVERNING THE OPERATIONS OF THE DISTRICT

WHEREAS, the Glen Canyon Special Service District of Big Water, Utah (the "District"), is a legally established entity under the laws of the State of Utah; and

WHEREAS, the District is committed to ensuring efficient, transparent, and effective governance and operations; and

WHEREAS, the Board of Trustees (the "Board") recognizes the need to establish bylaws to provide clear guidance on its governance structure, roles, responsibilities, and operational procedures; and

WHEREAS, the proposed bylaws have been reviewed and discussed by the Board, and the Board finds the bylaws to be in the best interests of the District and its stakeholders;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Glen Canyon Special Service District of Big Water, Utah, as follows:

Section 1. Adoption of Bylaws

The Board hereby adopts the bylaws attached hereto as **Exhibit A**. These bylaws shall serve as the governing document for the operations and administration of the District.

Section 2. Effective Date

The bylaws shall become effective immediately upon the adoption of this resolution and shall remain in effect until amended or repealed by a majority vote of the Board.

Section 3. Publication and Accessibility

The adopted bylaws shall be made publicly available on the District's website or at the District office for review by all stakeholders.

Section 4. Implementation

The District staff and officers are hereby directed to take all necessary steps to implement the provisions of the bylaws and ensure compliance with the adopted rules and regulations.

Section 5. Amendments to the Bylaws

Any future amendments to the bylaws shall require a majority vote of the Board during a public meeting in accordance with Utah State law and the District's policies on transparency and governance.

PASSED, ADOPTED, AND APPROVED by the Board of Trustees of the Glen Canyon Special Service District of Big Water, Utah, on this 18th day of December, 2024.

BOARD OF TRUSTEES OF THE GLEN CANYON SPECIAL SERVICE DISTRICT OF BIG WATER

	AYE	NAY	ABSENT	ABSTAIN
Levi Banfill	____	____	______	______
Jennie Lassen	____	____	______	______
Jim Lybarger	____	____	______	______
Luke McConville	____	____	______	______
Graydon Meeks	____	____	______	______

By:

____

Levi Banfill. Chairman

Attest:

____

Stephanie Burkett, Clerk

BYLAWS
__________Glen Canyon Special Service District of Big Water____________________
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GLEN CANYON SPECIAL SERVICE DISTRICT OF BIG WATER
BYLAWS

A. GENERAL.

In the event of a conflict between these Bylaws and any policy, procedure, rule or regulation of the District or any motion approved by the legislative body of the District (the "Board"), regardless of whether the legislative body of the District is also the legislative body of the County or municipality that created the district or an administrative control board established by the creating county or municipality to which the creating county or municipality has delegated certain rights, power and authority, as reflected in official Board meeting minutes, these Bylaws shall control. If the Board is an administrative control board, that board has such right, power and authority as is delegated to the Board under Utah Code Ann. § 17D-1-301 by the legislative body of the county or municipality that created the District.

The District was created as Special Service District governed by Title 17D, Chapter 1 of the Utah Code, together with major portions of Title 17B, Chapter 1 of the Utah Code as specified in Utah Code Ann. § 17D-1-106, and other applicable laws of the state of Utah, including but not limited to the Open and Public Meetings Act, the Government Records Access and Management Act, the State Money Management Act, the Utah Procurement Code, the Governmental Immunity Act of Utah, and the Utah Public Officers' and Employees' Ethics Act.

B. PRINCIPAL OFFICE.

The District's office and principal place of business shall be located at 60 N Aaron Burr, Big Water, Utah, until changed pursuant to Board action.

C. NAME/ORGANIZATION.

1. Name. The name of this special service district is Glen Canyon Special Service District of Big Water, herein the "District".

2. Organization. The District was organized pursuant to applicable provisions of the Special Service District Act which is currently found in Title 17D, Chapter 1 of the Utah Code.

3. Nature of District. The District is a body corporate and politic with perpetual succession, separate and district from the county or municipality that created it with all of the powers delegated by the creating county or municipality and granted or necessarily implied by state law.

4. Public Purpose. The purpose of the District is to provide the services and exercise the powers stated in the creation documents of the District; and to exercise all powers conferred upon such districts by law. *See* Title 17D Chapter 1 and appropriate provisions in Title 17B Chapter 1 of the Utah Code.

D. ADMINISTRATIVE CONTROL BOARD.

1. Authority. If the District is governed by an administrative control board (the "Board"), the members of the Board may be appointed and/or elected as specified by the creating county or municipality and as provided by law, particularly Utah Code Title 17D, Chapter 1, Part 3.

2. Oath of Office. Prior to assuming official duties, each Board Member is to take and subscribe, before an officer authorized to administer oaths, to an oath as required by Utah Code Ann. § 17B-1-303(3). However, the failure of a Board Member to take the required oath shall not invalidate any official act of that Board Member.

3. Fidelity Bond/Insurance. A corporate surety bond or theft or crime insurance, as allowed by law, for the faithful performance of their duties is required for each Board Member as provided in Utah Code Ann. § 17B-1-303(7) at the expense of the District, in the amount and with the surety, sureties, insurance company or insurance companies prescribed by the Board.

4. Term of Office. The term of each Board Member is four (4) years and until the Board Member's successor is elected or appointed, as appropriate, and has qualified, all as provided in Utah Code Title 17D, Chapter 1, Part 3 and any applicable provision in Title 17B, Chapter 1 of the Utah Code. A Board Member appointed to fill a vacancy will serve the unexpired portion of the term of the Board Member being replaced. The term of a person elected or appointed to serve on the Board, subject to the above and except as may otherwise be provided by law, commences at noon on the January 1 following the Board Member's election or appointment.

5. Board Vacancies. To the extent allowed by law, a vacancy in a Board Member's term of office shall be deemed to exist in the case of death, resignation, disqualification of the Board Member (as, for example, when a Board Member ceases to be a registered voter who resides within the boundaries of the District, the Board Member ceases to be an officer or employee of the creating county or municipality, the Board Member has been declared to be of unsound mind by order of a court, or the Board Member has been convicted of or pled guilty or "no contest" to a felony. All

vacancies which may occur on the Board will be filled as provided for by the creating county or municipality.

6. Powers and Duties. The Board has all powers necessary for the administration of the affairs and operation of the properties of the District and may do all such acts as are not by law, the District's creation documents, or these Bylaws, forbidden. The duties and powers of the Board are generally set forth in the District's creation documents and Part 3 of the Special Service District Act and applicable portions of Title 17B, Chapter 1 of the Utah Code that apply to the District. The primary function of the Board is to establish policies and make decisions as guidelines for administrative action. The Board may employ or retain the services of a General Manager/CEO/Director (hereafter the "General Manager") and other employees and may retain the services of consultants to perform specified duties and activities under the direction of the General Manager and, ultimately, of the Board.

7. Meetings. Regular, special and emergency meetings of the Board may be held as provided in any Board Meeting Policies and Procedures adopted by the Board (the "Board Meeting Policy") and in the Utah Open and Public Meetings Act (Utah Code Ann., §§ 52-4-101, *et seq.* the "Act"). At all meetings of the Board, a majority of the Board Members shall constitute a quorum for the transaction of business. *See* Utah Code Ann. § 17B-1-310. Meetings of the Board may take place through telephonic and other electronic means as may be provided in the Act and in any Board Meeting Policy adopted by the Board.

E. OFFICERS.

1. Principal Officers. The principal officers of the District shall consist of a Board Chair, a Board Vice Chair, a General Manager (or Director), a Clerk of the District, a Treasurer, a Records Officer and such other officers as the Board may from time to time establish. The Chair shall serve as the General Manager and the Clerk shall serve as the Records Officer until such time as the District may budget for separate salaries for said officers.

2. Qualifications; Election and Term of Office. The Chair and the Vice Chair shall be selected from the Board Members by majority vote of the Board Members annually or biennially at the discretion of the Board. Any vacancy in the position of Chair or Vice Chair caused by the expiration of the term of the incumbent as a member of the Board or by the death, resignation or removal of the incumbent shall likewise be filled by a majority vote of the Board Members and the Board Member selected to fill the position shall do so for the remaining unexpired term. The Board may also appoint a General Manager (or Director), and shall appoint a Clerk, a Treasurer, a Records Officer and other officers and assistant officers as desired by the Board.

The Chair may not serve either as Treasurer or Clerk and the Clerk may not also serve as Treasurer. Subject to those limitations, and except as otherwise provided by law, one person may hold more than one office. Notwithstanding the foregoing, the officers shall serve until their replacements are elected or appointed provided, however, that an officer who is also an employee of the District will not continue to serve in office after the officer ceases to be an employee of the District and an officer who is a Board Member will not continue to serve in office after the officer ceases to be a Board Member unless there is a written agreement between the District and the officer that provides otherwise.

3. Duties of Officers.

a. Chair. The Chair shall, when present, preside at all meetings of the Board and do and perform all duties incident to that position as are customarily done or performed by a special service district board chair. Unless the Board action approving any contract or other document specifies otherwise, either the Chair or the General Manager (or Director), or both, shall be authorized and empowered to execute and implement any and all properly approved documents for and on behalf of the District. If there is no General Manager, the Chair may perform the functions and duties of the General Manager.

b. Vice Chair. The Vice Chair shall chair meetings of the Board and otherwise act in the place of the Chair when the Chair is absent. The Vice Chair shall be authorized to sign documents in place of the Chair in the event the Chair is unavailable.

c. General Manager. The General Manager (or Director) shall be the Chief Operating Officer of the District and shall be responsible for the day-to-day business and affairs of the District, subject to oversight by the Board. The General Manager shall, among other duties, supervise purchasing for the District, supervise the preparation and negotiation of contracts, make necessary contacts on behalf of the District with responsible officials and representatives of federal, state, county and local units of government, verify all payrolls, claims and expenditures for submission to the Board, assist in preparing the annual budget, supervise all employees of the District and be responsible for and exercise supervision and control over the District's property, facilities and operations. Respecting purchases made for or on behalf of the District, the General Manager, or a designee of the General Manager under the General Manager's supervision, is the Board's designee to act as the District's Procurement Official, as provided in the Utah Procurement Code found in Title 63G, Chapter 6a of the Utah Code. The General Manager will perform all other duties, assignments and functions required by the Board to the end that the District may be operated in an efficient, economical and satisfactory manner and effectively serve the public. The General Manager shall serve at the pleasure of the Board. Unless the Board action approving a contract or other document specifies otherwise, either the General Manager or the Chair, or both, shall be authorized and empowered to execute and implement any and all properly approved contracts and other documents for and on behalf of the District.

d. Clerk. The Clerk shall be the custodian of the District's financial records and of the seal of the District and shall perform such other duties as may be required by law, particularly those duties specified in Title 17B, Chapter 1, Part 6 of the Utah Code, or as may be directed by the Board or the General Manager (or Director), with such assistance as may be appropriate. In particular, the Clerk shall give such notices of meetings and other matters pertaining to the District as are required by law, these Bylaws, or any other enactment of the Board. Among other duties, the Clerk shall provide notice of Board Member elections (if one or more Board Members is/are elected) and certify candidate names to the County Clerk as provided in Utah Code Ann. § 17B-1-306, certify the resolution setting the levy to the County Auditor as provided in Utah Code Ann. § 17B-1-628, and certify any unpaid and delinquent qualifying charges to the County Treasurer as directed by the Board so those charges may become a lien on the delinquent premises as provided in Utah Code Ann. § 17B-1-902. The Clerk or other appointed person shall attend District Board meetings and keep a record of the proceedings as provided in Utah Code Ann. § 17B-1-631 and prepare and present to the Board detailed quarterly financial reports as provided in Utah Code Ann. § 17B-1-638. The Clerk or other appointed person not performing Treasurer duties shall maintain the financial records for each fund of the District and all related subsidiary records (including a list of all outstanding bonds, their purpose, amount, terms, date and place payable) as provided in Utah Code Ann. § 17B-1-632, and shall prepare necessary checks after having made the determinations required by Utah Code Ann. § 17B-1-635. The Clerk shall serve at the pleasure of the Board. One or more Assistant Clerks may be appointed to assist the Clerk and to carry out administrative and other functions of the Clerk.

e. Treasurer. The Treasurer shall have charge and custody of, and be responsible for, all funds received and disposed of by the District from any source whatsoever and, in particular, shall be responsible for the lawful investment and safekeeping of District funds by following the procedures and requirements of the State Money Management Act which is found in Title 51, Chapter 7 of the Utah Code and shall perform such other duties as may be required by law, particularly those Treasurer duties specified in Title 17B, Chapter 1, Part 6 of the Utah Code, or as directed by the Board or the General Manager (or Director), with such assistance as may be appropriate.

In particular, the Treasurer shall receive all public funds and money payable to the District, shall keep an accurate, detailed account of all monies received and shall be the custodian of all money, bonds and other securities and assets of the District as provided in Utah Code Ann. § 17B-1-633. The Treasurer shall give or cause to be given a receipt or other evidence of payment to persons paying money to the District treasury as provided in Utah Code Ann. § 17B-1-634. The Treasurer is required to promptly deposit all District funds into the appropriate bank accounts of the District as provided in Utah Code Ann. § 17B-1-637. The Treasurer shall see to it that all money received on any special assessment is applied to pay for the improvement for which the assessment was made as provided in Utah Code Ann. § 17B-1-636. The Treasurer and/or any other person(s) appointed by the Board shall sign all checks for the District after determining that sufficient money is on deposit in the appropriate bank account of the District to honor the check, as provided in Utah Code Ann. § 17B-1-635(2). Notwithstanding anything to the contrary in these Bylaws, or in any policy, procedure, rule or regulation of the District, the person maintaining the financial records of the District may not sign any single signature check. The Treasurer shall serve at the pleasure of the Board. One or more Assistant Treasurers may be appointed to assist the Treasurer and to carry out administrative and other functions of the Treasurer provided that no one person may perform both statutory Treasurer duties and statutory Clerk duties.

f. Records Officer. A Records Officer shall be appointed to exercise such rights and perform such duties in the classification, preservation and oversight of District records as provided in Utah Code Ann. §§ 63G-2-101, *et seq.* (the "Government Records Access and Management Act" or "GRAMA") and in any Records Policy established by the Board, provided that such Policy is consistent with GRAMA, and as may be assigned by the General Manager (or Director). The Records Officer shall be the custodian of the records of the District that are not, by law or these Bylaws, under the custody of some other person such as the Clerk or the Treasurer.

g. Other Officers. There shall be such other officers and the officers shall perform such duties as determined by the Board or the General Manager (or Director) in addition to those duties referenced in these Bylaws.

h. All Employees, Board Members, and other officers of the District shall annually commit in writing to abide by a statement of ethical behavior.

4. Resignation. Any officer may resign at any time by giving verbal or written notice to the Board. Any resignation shall take effect upon receipt of such notice or at any later time specified therein. Unless otherwise specified in

the notice, acceptance of the resignation shall not be necessary to make it effective.

5. Removal of Officers. Any officer elected by the Board may be removed and a successor may be elected by a majority vote of the Board whenever, in the Board's judgment, the best interests of the District would be served by such removal provided, however, that the termination of employment with the District of an officer may be subject to the District's Personnel Policies and Procedures.

F. POLICIES AND PROCEDURES.

1. Formal Rules and Regulations. From time to time, the Board may adopt rules and regulations for the governance and operation of the District including, but not limited to, administrative policies and procedures, personnel policies and procedures, procurement policies and procedures and other rules and regulations (collectively "Rules and Regulations" or "Formal Rules and Regulations"). The Rules and Regulations may cover subjects included in these Bylaws and may be more detailed than these Bylaws provided, however, in the event of any conflict between these Bylaws and the Rules and Regulations that cannot otherwise be reconciled, these Bylaws shall control.

2. Informal Rules and Regulations. "Informal", but nonetheless binding, rules and regulations and policies and procedures may be adopted by the Board or approved by the General Manager (or Director) where such authority has been delegated by the Board. The Informal Rules and Regulations shall be in writing in such form as the Board and/or the General Manager, as appropriate, shall desire. In the event of a conflict between the Informal and the Formal Rules and Regulations, the Formal Rules and Regulations shall control unless declared otherwise by the Board.

3. Amendments. The Formal Rules and Regulations and all other rules and regulations and other enactments of the District may be amended by the Board from time-to-time.

G. CHECKING AND INVESTMENT ACCOUNTS AND DISBURSEMENTS.

1. Deposits. All monies, promissory notes, and evidences of debt or investments belonging to the District shall be deposited in financial centers or banks or with the Utah State Treasurer as authorized by the State Money Management Act, Title 51, Chapter 7, of the Utah Code, or other applicable law.

2. Check Procedure. With the exception of minor "petty cash" purchases or the use of an authorized credit or payment card, payments and disbursements by the District shall be made by a check drawn on the District's account or by an authorized direct deposit or electronic transfer. A

check signer machine or computer with appropriate signature plates or equivalent may be utilized to generate checks after it has been determined that the payment has been properly authorized and does not overextend the budget and there are sufficient funds in the bank account to honor the check. Except as otherwise authorized by the Board, the signatures of the General Manager (or Director) and the Clerk will be depicted on any computer/machine generated checks. When a check is manually prepared, the check shall be signed by any two of the following officers of the District: the General Manager, the Clerk, the Treasurer, the Board Chair, the Board Vice Chair or any other officer of the District as authorized by the Board. A person may sign a check no more than once, even if the person holds more than one office. All checks presented for signature are to be accompanied by documentation supporting the expenditure. A check is not to be submitted for signature, either using the check signer machine or computer or manual signatures, and a direct deposit or electronic transfer is not to be made, unless there are available funds to cover the expenditure.

3. Direct Deposits. As noted in subsection 2 immediately above, properly approved payments, including but not limited to payroll, may be made by direct deposit into an authorized financial institution account or by electronic transfer.

4. Approval. Approved disbursements may be shown in the Board meeting minutes and, if so shown, the minutes shall constitute authority for the payment of capital items and other expenditures which require Board approval. Other disbursements may be approved as provided in the District's Rules and Regulations.

5. Surety Required. All persons with check signing or direct deposit authority and/or with investment and/or financial recordkeeping responsibilities shall be bonded or covered by theft or crime insurance in such sum as may be required by law or prescribed by the State Money Management Council and with such surety, sureties, insurance company or insurance companies as the Board shall determine, with the costs of each bond or insurance coverage to be paid by the District. If it appears that the Treasurer or any other officer or employee of the District is making a profit out of public money, is comingling District funds with personal funds, or is using District funds for any purpose not authorized by law, the Treasurer, officer or employee shall be suspended from office and/or employment as provided by law and may be subject to criminal prosecution and/or civil suit.

H. SEAL.

The Board may have adopted a corporate seal, the imprint of which may, but need not be, embossed hereon. The Clerk shall have custody of the seal, if there is one, and be responsible for its safekeeping and use.

I. EFFECT OF STATE AND LOCAL LAW.

1. State Law to Supplement. The District is subject to the requirements of state law as reflected in Title 17D, Chapter 1 of the Utah Code, applicable provisions of Title 17B, Chapter 1, and other applicable portions of the Utah Code regardless of whether the subject of those provisions is covered by these Bylaws or other enactments of the Board.

2. State Law to Control. In the event of a conflict between these Bylaws or any other enactment of the Board and an applicable provision of the Utah Code, the Code provision shall control, even though the said provision may not have been in effect when these Bylaws or other enactment were adopted or may have been amended after the effective date of these Bylaws. Notwithstanding the foregoing, however, should the applicable state statute provide that it is not to impact action previously taken then, to the extent permissible, these Bylaws or other District enactment shall continue to control.

3. Local Ordinances. The District will be subject to applicable Ordinances and other applicable actions taken by the Legislative Body of the creating county or municipality.

J. AMENDMENTS TO BYLAWS.

Amendments to these Bylaws may be made, and these Bylaws may be superseded and replaced by new Bylaws, on the affirmative vote of at least 2/3 of the Board Members, present at a Board meeting, with a quorum being present, at any meeting of the Board, provided that notice of the intent to amend or replace the Bylaws shall have been given to each Board Member in the notice of the meeting at least three (3) days prior to the meeting, unless such notice requirement is waived by the Board Member.

K. SAVINGS CLAUSE

Should any part, subdivision, section, subsection, sentence, clause, phrase or provision of these Bylaws or the application thereof be found to be invalid or in conflict with state or federal law, the conflicting portion of these Bylaws shall not affect the application or force of the balance of the Bylaws.

These Bylaws were adopted by the Board on the ____ day of ____________________, 20___.

____
Chair

NEW BUSINESS B.

RESOLUTION NO. 2024-11

A RESOLUTION OF THE GLEN CANYON SPECIAL SERVICE DISTRICT OF BIG WATER, UTAH, TO APPOINT A VICE CHAIR FOR THE BOARD

WHEREAS, the Glen Canyon Special Service District of Big Water (the "District") operates under the governance of its appointed Board of Trustees (the "Board"); and

WHEREAS, the Board recognizes the need for the appointment of a Vice Chair to assist the Chair in fulfilling leadership duties and to assume responsibilities in the Chair's absence; and

WHEREAS, the appointment of a Vice Chair is consistent with the District's commitment to efficient governance and leadership continuity; and

WHEREAS, the Board desires to formally establish the process for appointing a Vice Chair and to appoint a qualified individual to this position;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE GLEN CANYON SPECIAL SERVICE DISTRICT OF BIG WATER, UTAH, AS FOLLOWS:

Section 1. Creation of the Office of Vice Chair

The position of Vice Chair is hereby established as an officer of the Board. The Vice Chair shall assist the Chair in fulfilling duties, preside over meetings in the Chair's absence, and carry out additional responsibilities as assigned by the Board, including but not limited to being an approved signer for the District.

Section 2. Appointment Process

The Vice Chair shall be elected by a majority vote of the Board during a regularly scheduled or special Board meeting. Any member of the Board is eligible for nomination to this position.

Section 3. Term of Service

The Vice Chair shall serve a term of one year or until a successor is duly appointed and qualified, unless otherwise specified by the Board.

Section 4. Appointment of Vice Chair

________________________________ is hereby appointed to serve as Vice Chair of the Board for the remainder of the current term, effective immediately.

Section 5. Effective Date

This resolution shall take effect immediately upon adoption.

PASSED, ADOPTED, AND APPROVED by the Board of Trustees of the Glen Canyon Special Service District of Big Water, Utah, on this 18th day of December, 2024 by the following votes:

	AYE	NAY	ABSENT	ABSTAIN
Levi Banfill	____	____	______	______
Jennie Lassen	____	____	______	______
Jim Lybarger	____	____	______	______
Luke McConville	____	____	______	______
Graydon Meeks	____	____	______	______

By:

____

Levi Banfill, Chairman

Attest:

____

Stephanie Burkett, Clerk

NEW BUSINESS C.

RESOLUTION 2024-10

RESOLUTION OF THE GLEN CANYON SPECIAL SERVICE DISTRICT OF BIG WATER, UTAH TO ADOPT A CASH RECEIPTING AND DEPOSIT PROCEDURES POLICY

WHEREAS, it is the responsibility of the Glen Canyon Special Service District of Big Water (GCSSD) to ensure the proper and secure handling of cash and financial assets in a manner that upholds accountability, transparency, and integrity; and

WHEREAS, the GCSSD Board recognizes the importance of having standardized procedures in place for handling, recording, depositing, and reconciling cash transactions to mitigate financial risks and safeguard organizational resources; and

WHEREAS, the Cash Receipting and Deposit Procedures Policy outlines clear and comprehensive guidelines for the proper management of all cash handling activities, including but not limited to cash collection, storage, deposits, reconciliation, and record-keeping;

NOW, THEREFORE, BE IT RESOLVED, BY THE BOARD OF GLEN CANYON SPECIAL SERVICE DISTRICT OF BIG WATER, KANE COUNTY, UTAH AS FOLLOWS:

SECTION 1: The GCSSD Board adopts the following the Cash Receipting and Deposit Procedures Policy as a governing document for all cash handling operations and attached to this resolution as Exhibit A;

SECTION 2: All GCSSD employees, volunteers, and any other personnel involved in cash handling activities shall adhere to the procedures and guidelines set forth in the adopted policy; and

SECTION 3: The GCSSD Board commits to regular review and updates of the Cash Receipting and Deposit Procedures Policy to ensure continued compliance with best practices and legal requirements.

PASSED and ADOPTED this 20th day of November 2024, by the following votes:

	AYE	NAY	ABSENT	ABSTAIN
Levi Banfill	____	____	______	______
Jennie Lassen	____	____	______	______
Jim Lybarger	____	____	______	______
Luke McConville	____	____	______	______
Graydon Meeks	____	____	______	______

Glen Canyon Special Service District of Big Water,

By:________________________
Levi Banfill, Chairman

Attest:________________________
Stephanie Burkett, Clerk

Glen Canyon Special Service District of Big Water (GCSSD) Cash Receipting and Deposit Policy

Purpose:
This policy outlines the procedures for handling, securing, depositing and managing cash transactions to ensure the safety of funds and the accuracy of financial records.

1. Scope
This policy applies to all employees, departments, and representatives involved in handling, collecting, depositing, or managing cash on behalf of the Glen Canyon Special Service District of Big Water (GCSSD).

2. Responsibilities

- **Employees**: All employees handling cash are responsible for securing the funds, following proper procedures, and maintaining accurate records.
- **Department Heads**: Responsible for overseeing cash management practices within their departments and ensuring compliance with this policy.
- **Chief Administrative Officer (CAO)**: Responsible for reviewing and auditing cash handling practices regularly.

3. Cash Handling Procedures

- **Receiving Cash**:
  - Always provide a receipt for every cash transaction in triplicate; one to the customer, one with the cash to the treasurer for deposit verification, and one to keep in the cash receipt log.
  - Count cash received in the presence of the payer, if possible.
  - Verify that all bills are genuine; use counterfeit detection tools as necessary.
- **Recording Transactions**:
  - Record every cash transaction promptly in the designated financial system.
  - Maintain an accurate and up-to-date cash log, detailing all incoming and outgoing funds.
  - Void/adjusted transactions. If a transaction needs to be voided or adjusted it should be done by someone who does not receive cash. If an office doesn't have enough employees to have adjustments made by a supervisor that doesn't receive cash, two employees will sign off on the adjustment or voided transaction explaining the circumstances causing the adjustment. If the location is using a manual receipt book all copies of the receipt should be present for any voided receipt. The system should be designed to generate a report of all adjusted/voided transactions to facilitate monitoring of this process.
- **Cash Storage**:
  - Store all cash and checks in a secure, locked cash drawer or safe when not in use.
  - Safes should be locked and accessible only to authorized personnel.
- **Cash Limits**:
  - Cash drawers should not exceed a predetermined amount. Excess cash must be transferred to a secure safe.
  - Petty cash funds must not exceed the established petty cash limit.

4. Depositing Cash

- **Daily Deposits**:

    - Deposit all cash and checks collected daily, but no longer than three banking days, into the GCSSD's bank account or as directed by the Board. If physical deposits to the bank are not practical, the Treasurer can buy a money order to deposit remotely through the online banking portal.
    - If daily deposits are not feasible, cash must be stored securely overnight in a designated safe.
- **Documentation**:
    - Complete deposit slips accurately, ensuring all funds are accounted for by matching deposit balances in the accounting software.
    - Maintain copies of deposit records for audit purposes.

5. Cash Handling Controls

- **Dual Custody**:
    - When possible, cash counts and deposits should be conducted under dual custody, with two authorized employees present.
- **Separation of Duties**:
    - Employees who receipt cash should not be responsible for reconciling financial records.
    - The Clerk shall receipt all funds into the accounting software to the appropriate accounts while the Treasurer shall reconcile the financial records.
- **Audits and Reconciliation**:
    - Conduct periodic surprise cash audits performed in the presence of two authorized individuals.
    - Treasurer shall reconcile cash logs with bank statements regularly to ensure accuracy.
    - The Treasurer shall perform all deposits and reconcile all financial records including monthly bank statements.

- **Mail Deliveries:**
    - Mail will be opened in the presence of two or more employees and any correspondence containing payments will be removed and verified by two authorized individuals.
    - Mail shall be collected from the Post Office daily during regular business days or as often as possible.

6. Training and Compliance

- **Training**:
    - Employees handling cash must undergo regular training on cash handling procedures, security, and fraud prevention.
- **Compliance**:
    - Violations of this policy may result in disciplinary action, up to and including termination.

7. Incident Reporting

- **Theft or Loss**:
    - Report any theft, loss, or discrepancies immediately to the Chief Administrative Officer or another member of the Board of Trustees.
- **Suspicious Activity**:
    - Report any suspicious or fraudulent activities immediately to the CAO or member of the Board of Trustees.

Approval and Review

This policy is approved by GCSSD Board and is subject to annual review and updates as necessary.

NEW BUSINESS E.

Glen Canyon SSD of Big Water

Operational Budget Report

51 Water Fund - 07/01/2024 to 12/17/2024

50.00% of the fiscal year has expired

	Prior YTD	Current Period	Current YTD	Annual Budget	Percent Used
Income or Expense					
Income From Operations:					
Operating income					
3100 Water service sales	106,566.73	6.67	153,828.49	264,806.00	58.09%
3101 Garbage income	42,583.48	33.88	38,441.14	84,000.00	45.76%
3121 Late fees	(1,269.76)	(10.00)	1,720.00	4,500.00	38.22%
3131 Water connection fees	494.55	15.00	45.00	1,000.00	4.50%
3147 Transfer Station Revenue	1,048.00	190.00	1,775.00	2,500.00	71.00%
3148 Backhoe Revenue	1,220.00	0.00	795.00	800.00	99.38%
3149 Other operating income	(266.23)	0.00	2,938.32	800.00	367.29%
3150 Water Grant revenues	0.00	2,489.47	11,371.97	78,000.00	14.58%
3152 Impact fees	0.00	0.00	0.00	4,000.00	0.00%
3160 Water Interest earnings	10,977.71	0.00	8,457.44	21,000.00	40.27%
3220 Water assessments	44,654.99	0.00	5,757.06	65,000.00	8.86%
3221 Delinquent Water Assessments	749.80	0.00	2,121.47	8,000.00	26.52%
Total Operating income	**206,759.27**	**2,725.02**	**227,250.89**	**534,406.00**	**42.52%**
Operating expense					
4010 Water salaries and wages	56,045.38	4,518.62	48,195.47	108,000.00	44.63%
4013 Water employee benefits	4,169.38	345.67	3,686.93	8,000.00	46.09%
4015 Water employee health insurance	15,083.18	3,312.23	16,561.15	39,731.00	41.68%
4016 Water employee retirement benefits	6,668.91	686.38	7,335.75	17,255.00	42.51%
4020 Water dues and subscriptions	643.69	0.00	624.89	1,100.00	56.81%
4021 Water public postings	0.00	0.00	151.00	300.00	50.33%
4022 Water travel, meals, lodging	2,808.34	0.00	3,451.86	4,000.00	86.30%
4023 Water education and training	2,434.50	0.00	1,767.46	3,200.00	55.23%
4030 Water office supplies & expenses	1,139.54	339.02	1,487.53	4,000.00	37.19%
4030.5 Attorney	1,443.00	0.00	637.00	2,000.00	31.85%
4031 Water postage and delivery	1,674.46	91.47	1,449.05	2,500.00	57.96%
4035 Water bank service charges	2,270.83	257.70	2,327.17	5,000.00	46.54%
4040 Water professional services	3,139.95	1,028.50	4,843.28	6,800.00	71.22%
4041 Water accounting and auditing	2,215.00	0.00	2,275.00	2,500.00	91.00%
4042 Water engineering	41,590.25	0.00	14,440.72	78,000.00	18.51%
4045 Water testing	38.05	60.00	1,911.00	2,400.00	79.63%
4049 Water Tools	853.11	0.00	306.53	1,500.00	20.44%
4050 Water system maintenance and repairs	14,706.43	0.00	6,132.68	25,000.00	24.53%
4050.5 Impact Fee Expenditures	21,681.82	0.00	0.00	0.00	0.00%
4051 Water system equipment	9,153.04	0.00	6,482.25	15,000.00	43.22%
4052 Water contract labor	1,013.00	0.00	422.49	2,000.00	21.12%
4055 Water lease and ROW	0.00	0.00	600.00	3,100.00	19.35%
4060 Water building maintenance	1,293.14	0.00	0.00	500.00	0.00%
4064 Backhoe Maintenence	432.78	0.00	1,652.35	800.00	206.54%
4065 Water vehicle repairs	200.27	0.00	0.00	500.00	0.00%
4066 Water fuel expense	1,800.87	235.65	1,333.61	3,700.00	36.04%
4067 Water utilities	3,326.00	108.62	11,324.53	20,000.00	56.62%
4068 Garbage Collections	38,745.00	6,868.16	41,073.76	77,600.00	52.93%
4069 Transfer Station expense	1,095.15	0.00	793.35	2,000.00	39.67%
4070 Water property, liab. insurance	20.00	0.00	6,827.63	6,500.00	105.04%
4095 Water depreciation expense	34,138.44	0.00	29,689.50	68,420.00	43.39%
4098 Water interest expense	0.00	0.00	0.00	23,000.00	0.00%
4301 Miscellaneous Expenses	46.52	0.00	0.00	0.00	0.00%
Total Operating expense	**269,870.03**	**17,852.02**	**217,783.94**	**534,406.00**	**40.75%**
Total Income From Operations:	**(63,110.76)**	**(15,127.00)**	**9,466.95**	**0.00**	**0.00%**
Total Income or Expense	**(63,110.76)**	**(15,127.00)**	**9,466.95**	**0.00**	**0.00%**

Glen Canyon SSD of Big Water
General Ledger - 11/19/2024 to 12/17/2024
Wages/ Benefits/ Retirement

Account Date	Code	Description	Debit	Credit	Balance
51 4010 - Water salaries and wages					**$39,017.55**
11/19/2024	AP	INV: Payroll Clearing- Oct BIG WATER MUNICIPAL CORPORATION - Treasurer gross pay (split)- October	978.49		39,996.04
11/24/2024	PR	Gross Pay	3,680.81		43,676.85
12/5/2024	AP	INV: November PAYROLL Clearing BIG WATER MUNICIPAL CORPORATION - Treasurer gross pay	926.81		44,603.66
12/8/2024	PR	Gross Pay	3,591.81		48,195.47
			$9,177.92		**$48,195.47**
			Budgeted Amount:		**$108,000.00**
			Budget Balance:		**$59,804.53**
51 4013 - Water employee benefits					**$2,984.83**
11/19/2024	AP	INV: Payroll Clearing- Oct BIG WATER MUNICIPAL CORPORATION - Treasurer SS/Med Tax (split)- October	74.85		3,059.68
11/24/2024	PR	Social Security Tax	228.21		3,287.89
11/24/2024	PR	Medicare Tax	53.37		3,341.26
12/5/2024	AP	INV: November PAYROLL Clearing BIG WATER MUNICIPAL CORPORATION - Treasurer SS and Med Tax	70.90		3,412.16
12/8/2024	PR	Social Security Tax	222.69		3,634.85
12/8/2024	PR	Medicare Tax	52.08		3,686.93
			$702.10		**$3,686.93**
			Budgeted Amount:		**$8,000.00**
			Budget Balance:		**$4,313.07**
51 4015 - Water employee health insurance					**$13,248.92**
12/5/2024	AP	INV: November Clearing BIG WATER MUNICIPAL CORPORATION - Water Master Health Ins November 2024	1,989.50		15,238.42
12/5/2024	AP	INV: November Clearing BIG WATER MUNICIPAL CORPORATION - SSD Clerk Health Ins November 2024	725.88		15,964.30
12/5/2024	AP	INV: November Clearing BIG WATER MUNICIPAL CORPORATION - Treasurer Health Ins November 2024 (split)	596.85		16,561.15
			$3,312.23		**$16,561.15**
			Budgeted Amount:		**$39,731.00**
			Budget Balance:		**$23,169.85**
51 4016 - Water employee retirement benefits					**$5,941.61**
11/19/2024	AP	INV: Payroll Clearing- Oct BIG WATER MUNICIPAL CORPORATION - Treasurer Retirement (split)- October	148.64		6,090.25
11/24/2024	PR	Retirement	191.04		6,281.29
11/24/2024	PR	401K	368.08		6,649.37
12/5/2024	AP	INV: November PAYROLL Clearing BIG WATER MUNICIPAL CORPORATION - Treasurer Retirement	140.78		6,790.15
12/8/2024	PR	Retirement	186.42		6,976.57
12/8/2024	PR	401K	359.18		7,335.75
			$1,394.14		**$7,335.75**
			Budgeted Amount:		**$17,255.00**
			Budget Balance:		**$9,919.25**
Report Total:			$14,586.39	$0.00	**$75,779.30**

Glen Canyon SSD of Big Water
Check Register
All Bank Accounts - 11/20/2024 to 12/17/2024

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account	Activity Code
Badger Meter	1982	80178072	12/11/2024	12/17/2024	328.50	November Meter Reading Services-365 units	514040 - Water professional services	
					$328.50			
BIG WATER MUNICIPAL CORPORA	1980	November Clearin	12/05/2024	12/05/2024	6.22	IDT- Long Distance-October (split)	514067 - Water utilities	
BIG WATER MUNICIPAL CORPORA	1980	November Clearin	12/05/2024	12/05/2024	10.84	ChatGPT-November (split)	514030 - Water office supplies & expen	
BIG WATER MUNICIPAL CORPORA	1980	November Clearin	12/05/2024	12/05/2024	20.00	Water-TH- Nov	514067 - Water utilities	
BIG WATER MUNICIPAL CORPORA	1980	November Clearin	12/05/2024	12/05/2024	82.40	CenturyLink- Oct (Split)	514067 - Water utilities	
BIG WATER MUNICIPAL CORPORA	1980	November Clearin	12/05/2024	12/05/2024	146.41	Amazon- Binder Clips, Vacuum, scissors (split)	514030 - Water office supplies & expen	
BIG WATER MUNICIPAL CORPORA	1980	November Clearin	12/05/2024	12/05/2024	181.77	Xerox- Oct/ Nov (split)	514030 - Water office supplies & expen	
BIG WATER MUNICIPAL CORPORA	1980	November Clearin	12/05/2024	12/05/2024	596.85	Treasurer Health Ins November 2024 (split)	514015 - Water employee health insura	
BIG WATER MUNICIPAL CORPORA	1980	November Clearin	12/05/2024	12/05/2024	725.88	SSD Clerk Health Ins November 2024	514015 - Water employee health insura	
BIG WATER MUNICIPAL CORPORA	1980	November Clearin	12/05/2024	12/05/2024	1,989.50	Water Master Health Ins November 2024	514015 - Water employee health insura	
BIG WATER MUNICIPAL CORPORA	1980	November PAYR	12/05/2024	12/05/2024	70.90	Treasurer SS and Med Tax	514013 - Water employee benefits	
BIG WATER MUNICIPAL CORPORA	1980	November PAYR	12/05/2024	12/05/2024	140.78	Treasurer Retirement	514016 - Water employee retirement be	
BIG WATER MUNICIPAL CORPORA	1980	November PAYR	12/05/2024	12/05/2024	926.81	Treasurer gross pay	514010 - Water salaries and wages	
					$4,898.36			
					$4,898.36			
Chemtech-Ford, Inc	DEBIT CRD	1132883	12/16/2024	12/16/2024	180.00	Nov/ Dec Water Testing	514045 - Water testing	
					$180.00			
EFTPS	9999	PR112424-3160	11/25/2024	11/25/2024	106.74	Medicare Tax	512221 - FICA, Med, FWT payable	
EFTPS	9999	PR112424-3160	11/25/2024	11/25/2024	222.77	Federal Income Tax	512221 - FICA, Med, FWT payable	
EFTPS	9999	PR112424-3160	11/25/2024	11/25/2024	456.42	Social Security Tax	512221 - FICA, Med, FWT payable	
					$785.93			
EFTPS	99999	PR120824-3160	12/09/2024	12/10/2024	104.16	Medicare Tax	512221 - FICA, Med, FWT payable	
EFTPS	99999	PR120824-3160	12/09/2024	12/10/2024	212.09	Federal Income Tax	512221 - FICA, Med, FWT payable	
EFTPS	99999	PR120824-3160	12/09/2024	12/10/2024	445.38	Social Security Tax	512221 - FICA, Med, FWT payable	
					$761.63			
					$1,547.56			
LAKE POWELL BOAT STORAGE	1981	PKG ID 2090129	12/05/2024	12/05/2024	176.59	November Water Sample Shipping	514031 - Water postage and delivery	
LAKE POWELL BOAT STORAGE	1983	PKG ID#2090130	12/11/2024	12/17/2024	189.27	December Water Sample Shipping (split)	514031 - Water postage and delivery	
					$365.86			
PELORUS METHODS	1979	250101	12/02/2024	12/04/2024	700.00	Q1 Software and Support	514040 - Water professional services	
					$700.00			
REPUBLIC SERVICES #516	DEBIT CRD	0516-000234114	12/11/2024	12/11/2024	6,868.16	December Residential Services	514068 - Garbage Collections	
					$6,868.16			
Utah Retirement Systems	10000	PR112424-3150	11/25/2024	11/26/2024	30.82	Roth IRA	512223 - Retirement and 401k payable	
Utah Retirement Systems	10000	PR112424-3150	11/25/2024	11/26/2024	191.04	Retirement	512223 - Retirement and 401k payable	
Utah Retirement Systems	10000	PR112424-3150	11/25/2024	11/26/2024	368.08	401K	512223 - Retirement and 401k payable	
					$589.94			
Utah Retirement Systems	99999	PR120824-3150	12/09/2024	12/10/2024	29.04	Roth IRA	512223 - Retirement and 401k payable	
Utah Retirement Systems	99999	PR120824-3150	12/09/2024	12/10/2024	186.42	Retirement	512223 - Retirement and 401k payable	
Utah Retirement Systems	99999	PR120824-3150	12/09/2024	12/10/2024	359.18	401K	512223 - Retirement and 401k payable	
					$574.64			
					$1,164.58			
Utah State Tax Commission	10001	PR111024-3161	11/12/2024	12/03/2024	147.19	State Income Tax	512221 - FICA, Med, FWT payable	
Utah State Tax Commission	10001	PR112424-3161	11/25/2024	12/03/2024	151.09	State Income Tax	512221 - FICA, Med, FWT payable	
					$298.28			
					$298.28			

Glen Canyon SSD of Big Water
Check Register
All Bank Accounts - 11/20/2024 to 12/17/2024

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account	Activity Code
Walmart	DEBIT CRD	11 26 2024	11/27/2024	11/27/2024	33.10	Community Candy	514030 - Water office supplies & expen	
					$33.10			
WEX FLEET	EFT	101218320	12/05/2024	12/05/2024	235.65	November Water Master Fuel	514066 - Water fuel expense	
					$235.65			
XPRESS BILL PAY	EFT	INV-XPR018842	12/05/2024	12/05/2024	257.70	Novembe Xpress Credit Card Services	514035 - Water bank service charges	
					$257.70			
ZIONS BANK		11292024	11/29/2024	11/29/2024	3.00	paper fee	514035 - Water bank service charges	
ZIONS BANK	EFT	112212024	11/21/2024	11/21/2024	73.55	BANK FEES	514035 - Water bank service charges	
					$76.55			
					$16,954.30			

Glen Canyon SSD of Big Water
Cash Summary
All Bank Accounts as of 12/17/2024

Description	Amount
Checking - Zions GCSSD	$9,314.95
PTIF 0670 Loan	$62,886.03
PTIF 1417 Impact Fees	$15,033.45
PTIF 1733 Bond Fund	$70,655.14
PTIF 8981 Capitol Improvments	$186,267.23
PTIF 9046 General	$109,395.30
Water Cash	($17.60)
Xpress Bill Pay Clearing	$1,194.83
UNDEPOSITED PAYMENTS	$6,854.47
General Ledger Cash Total:	**$461,583.80**